

RECORD OF PROCEEDINGS

MINUTES

FORT COLLINS-LOVELAND WATER DISTRICT

SEPTEMBER 18, 2018

The Regular Meeting of the Fort Collins-Loveland Water District was held on September 18, 2018 at 7:00 p.m., at 5150 Snead Drive, Fort Collins, Colorado 80525.

1. Roll Call

Present: Directors: Ron Ruff, James Borland, William Dieterich and Michael Pruznick

Excused Absence: Director Dale Leach

Others Present: Chris Matkins, District Manager, Amanda Proctor, District Controller, Terry Farrill, District Engineer, Annika Demming, and Claire Schock of WildRock Public Relations and Marketing, Lionel Perez of Observatory Village HOA, Chris Pletcher of Civil Worx, LLC and Richard Raines, Water Resources

Business Conducted:

2. Public Comment

None

3. Consent Agenda

Several Items were presented for the consent agenda. After discussion it was:

**Moved by Director Dieterich and seconded by Director Pruznick to approve the presented consent agenda.
*Motion carried 4-0***

4. Municipal Return Flow Planning

Richard Raines, Water Resource Manager, presented a plan for municipal return flow planning. Municipal return flows (MRFs) are decreed second use of reusable sources including wastewater plants and septic tank leach fields. MRFs are applied towards return flow and augmentation obligations. This will reduce the need to pump from the Overland Ponds and changes its focus from return flows to drought mitigation. For this to occur, the District will need a Water Court decree.

The next steps for this are to work on the MRF engineering report and then to file a Water Court application to start the process to obtain a decree. The Board was supportive of further this effort.

5. Irrigation and Commercial Outreach Results

Amanda Proctor, District Controller, presented to the Board the results from the three Commercial and HOA Outreach meetings. She stated that there was not a large amount of entities represented at the meetings. Most attendees did not appear to be too concerned in regards to the proposed rate structure or the increase in fees. Most attendees were concerned with the District's water supply and future planning for water supply. Conservation and the District's role was also a common topic.

6. 2019 Water Impact Fees and Monthly Charge Recommendations

Terry Farrill, District Engineer, presented to the Board the staff's recommendation of rates and fees starting January 1, 2019. He stated that Raftelis updated the rate study report and calculations to reflect the updated cost of NISP. The updated calculation of a maximum recommended Plant Infrastructure Fee (PIF) is \$11,722. Staff recommends not implementing this at this time, and revisiting this in the future for the Board's consideration.

Staff is recommending moving to customer class of service for the monthly rates. Terry stated that his recommending implementing the irrigation charges over three years to reduce the impact on these customers. After discussion, it was:

**Moved by Director Pruznick and seconded by Director Dieterich that due to the new NISP fee impacting the calculated Plant Infrastructure fee, the Board will hold the fee at \$10,869 for at least 12 months.
Motion carried 4-0**

7. Approval of Boyd 24" Waterline and PRV CMAR Contract with Connell Resources

Terry Farrill provided an update. He stated that there is a 24" line by Fossil Creek High School and the Interconnect. The District needs to bore from the Ranch West to Boyd Lake Drive. There is also a waterline that needs to be moved back into its easement. The District also needs to find a new route for a Hwy 287 and I-25 14" parallel water line. Also, putting in a PRV in the area will help to stabilize the pressure in the area and help the 14" line.

Terry estimates that the District will be saving \$50,000 - \$60,000 by bringing on Connell early in a Construction Manager at Risk (CMAR) contract.

Currently the DMAR and general terms are being drafted. Terry stated that these will be brought to the Board in October.

8. Golden Currant Waterline Replacement Design Authorization

Chris Pletcher, Civil Worx, LLC, presented to the Board the history of the Golden Currant Line and its importance in providing water to/from two water tanks.

Chris stated that there were several ways to fix this section of the distribution system. He stated that pipe bursting was not preferred due to the repair fittings that have been used to fix leaks. He stated that this area has a few challenges due to houses being up to the easement and the area being wet.

He stated that District staff is currently doing pot holing to determine pipe condition in the area to determine the exact length of pipe that will need to be replace.

Chris stated that there are two alternatives that are being looked at. The first is to take the pipe offline for 4-5 weeks and utilize temporary pipes or city interconnects. The second is to build an entire new line in the same area and abandon the existing line.

The Board discussed the new line and asked questions regarding obtaining the new easements, the cost, and the possibility of new routes. After discussion, it was:

**Moved by Director Ruff and seconded by Director Dieterich to hire Civil Worx, LLC to assess the Golden Currant Line and develop a proposal.
Motion carried 4-0**

9. Managers Update

A. General Information

Annika from WildRock provided an update to the Board. She stated that on 8/30/18 the District launched a Facebook page. A paid campaign will occur to promote the Facebook page. A press release for the Soldier Canyon Filter Plant hydroturbine will be sent out for potential PR stories.

Chris presented a Petition of Inclusion for 17.93 Acres of Land. Chris stated that if there were no objections, a public hearing would be set for October. The Board had no objections.

Chris provided an update on the Water Treatment Plant expansion. He stated that the project is back on track and within budget, although it is behind schedule. He stated that the SCWTA Board increased the project scope to include redundancy in pulling water out of Horsetooth Reservoir via a parallel influent line. This will be an approximately \$1.5 million addition to the project. The SCWTA Board also will be updating the security for the Plant with proxy cards and cameras, which is an increase to the project scope and will require additional funds.

The annual SCWTA Board retreat will take place again this year.

Chris stated that there was an opportunity to purchase two shares of North Poudre Irrigation at \$115,000 a share. The Board inquired into the shrink applied to each share. After discussion, the Board directed Chris to pass on the purchase of the shares.

Chris discussed a Labor Day repair that occurred on Harmony. Chris commended staff's response to the situation and the process and procedures that they used in the situation. Director Pruznick suggested working with the County to get reverse 9-11 information to utilize. Chris stated that he would look into it.

Chris discussed the proposed budget. He went through the main highlights and drivers on the budget, which included: new Board room equipment and furniture, rates and fees, salary increases, increase HR support, increased Safety and Leadership Training, increased costs associated with "transparency" (website, Facebook tending, Open House, etc.) and additional staff in Operations and Administration. Chris stated that he had started discussion with the City of Fort Collins to prepay the note payable. He will continue the discussion and provide any further updates.

Chris stated that the new website design is underway and expected to be live in November.

Lastly, Chris informed the board about a new leak detection program the District will be starting. He stated that staff had been working with our meter company to develop a report that looks for continuous water usage over a period of time. Customers on the report will be communicated with to let them know about a potential leak.

On October 18, 2018, at the Ptarmigan County Club will be the annual Tri-District meeting and dinner, starting with a Happy Hour at 5:30 PM and dinner at 6:30 PM.

Chris requested a vacation from October 22-25, 2018. The Board had no objections.

B. Financial Statements

The General Manager reported that the Financial Statements prepared by Amanda Proctor, District Controller, are included with the agenda packet for their review.

C. Tap Purchases

The Manager reported that 120 taps have been sold in the month of August for revenues of \$5,189,000 and for the year, 480 taps have been sold with revenues in the amount of \$18,036,100.

10. Other Business

None

11. Disbursements

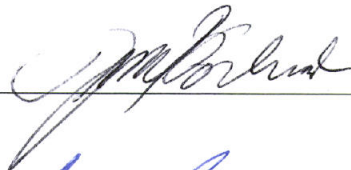
The Manager presented disbursements for August 2018 in the amount of \$1,043,406.46. After discussion, it was:


**Moved by Director Ruff and seconded by
Director Dieterich to approve the
Disbursements for August 2018.
Motion carried 4-0**

12. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 9:35 PM.

Respectfully,

/s/ 

/s/ 

Date Approved: 10/18/18