

The Board of Directors of the Left Hand Water District, meeting as the Board of the District and of the Left Hand Water Activity Enterprise, held their regular meeting on September 17, 2015 at the District offices, 6800 Nimbus Road, Longmont, Colorado. The meeting was called to order by President Corey Heil at 9:15a.m.

Directors Present: Corey Heil, President
Bo Shaffer, Vice President
John Brunner, Treasurer
Julie Trumpler, Secretary
Mark Hochhauser, Director

Directors Absent: Paul Schlagel (Excused)
Dan Lisco (Excused)

Staff and Consultants: Chris Smith, General Manager
Vicki Santos, Finance Manager
Darwin Williams, District Engineer
Scott Holwick, Attorney
Meghan Connolly, Engineer I
Lilah Imes, Assistant Secretary

SUBJECT: MINUTES OF THE DISTRICT REGULAR MEETING HELD 8/20/2015

Approval of the Minutes

The minutes of the August 20, 2015, Board meeting were submitted prior to the meeting.

MSP: *Treasurer Brunner moved to approve the minutes of the August 20, 2015 meeting. Motion seconded by Director Hochhauser. Motion carried unanimously.*

SUBJECT: PUBLIC HEARING & COMMENT

Potentially Abandoned Taps – Policy No. 18.4

In July, staff began the process of identifying taps that have had no usage for a period of ten years. In accordance to Policy No. 18, staff sent out letters to 20 owners of record requesting information regarding intent of future use for the taps on their properties. Three homeowners responded, all requesting tap retention. Discussion.

9469 N. 63rd Street – Acct. #586.01
0 Niwot Road – Acct. #783.01
6928 St. Vrain Rd. – Acct. #3615.02

MSP: *Treasurer Brunner moved to accept the responses from the three tap owners as evidence that there is intent to utilize the tap in the future and to grant an extension to the conditions of Policy No. 18, for all three tap holders, to ten years from the date of this meeting. Motion seconded by Vice President Shaffer. Motion carried unanimously.*

SUBJECT: TAPS FOR BOARD CONSIDERATION

- Cynthia Loukonen – 10160 N. Foothills Highway

This tap request, located in the Left Hand Ditch Zone, is for a single-family tap to serve a lot owned by Cynthia Loukonen. There is an existing barn on this lot which this tap request will initially serve. The owner plans on constructing a home in the future. Discussion.

- Coyote Run Partners – Nick Mastronardi – 121 2nd Ave.

This customer is requesting a tap upgrade from a 5/8 inch tap to a 1 inch tap in Old Town Niwot, the old Reverend Taylor's restaurant. Also included in the request is a 4 inch fire line into the restaurant. A commercial backflow device will also be required. This is in the Left Hand Ditch Zone. Discussion.

Linda Hansen-Sturm – 8424 Ouray Drive

This customer is in the permitting stage of a proposed accessory dwelling and is requesting an upgrade from a 5/8 inch single-family tap to a 3/4 inch tap. District Policy regarding accessory dwellings requires a 3/4 inch taps. Discussion.

- Ben Beveridge- 104 2nd Ave- Tap Upgrade to 3/4" Tap

Applicant is requesting an upgrade from a 5/8 inch tap to a 3/4 inch commercial tap and a 6 inch fire line. Applicant will then sub-meter to serve 3 apartments. Pressure and flow are adequate for this upgrade. Discussion.

MSP: *Vice President Shaffer moved to approve all four tap requests and/or tap upgrades for the above four parcels of land contingent upon meeting all requirements outlined to each land owner. Motion seconded by Secretary Trumpler. Motion carried unanimously.*

- Richmond American Homes (Wyndham Hill Filing No. 1 Replat B & No. 4 Replat A.

Richmond America Homes is requesting a Subdivision/Multiple Tap Purchase Agreement for 71 single family homes in the Wyndham Hill subdivision. At the June 2014, BOD meeting, such an agreement was approved by the Board but never executed by Richmond American Homes. This is a new contract since the

previous contract expired. RAH will be responsible for the construction of all infrastructure needed to serve these homes. Cash-in-lieu for 55 units of CB-T will be required. A take-down schedule of five years is also included in this agreement. This amount is based on lot size. Discussion.

MSP: *Vice President Shaffer moved to approve the Richmond American Homes Subdivision/Multiple Tap Purchase Agreement. Motion seconded by Treasurer Brunner. Motion carried unanimously.*

SUBJECT: FINANCIAL REPORTS

Monthly Financial Statements

Vicki Santos presented the financial reports and payables for the month of September 2015. Discussion.

Bills and Appropriations

A listing of monthly bills and appropriations was presented for review prior to the meeting. The total payables equaled \$1,334,408.68.

RFP Process-2015 Audit

A committee of staff and Board members interviewed 2 potential audit firms to complete LHWD's 2015 Audit. Both firms presented themselves well and the decision was not an easy one. The committee would like to retain CliftonLarsonAllen, LLP. This firm, it selected, expressed they would like to meet with Board members and introduce themselves at the October Board meeting. They anticipate two to three weeks of field work and be able to report findings within 30 days after field work. Discussion.

MSP: *Vice President Shaffer moved to approve the retention of CliftonLarsonAllen, LLP to perform Left Hand Water District's 2015 Audit. Motion seconded by Treasurer Brunner. Motion carried unanimously.*

SUBJECT: UNFINISHED BUSINESS

CWCB – Water Efficiency Plan Update

CWCB has approved our updated Water Efficiency plan. This new plan is effective for seven years. Thanks to Julie Trumpler, Betsy Wheeler and Meghan Connolly for their help with working with CWCB to present a great plan. Discussion.

Line Participation Agreement Extension – Pollard/Meyers

When District enters into an agreement with a land owner who extends a line from our main line to be able to serve their property, it is not meant to be an agreement in perpetuity. These types of agreements outline how many other taps would be available to use their line extension. In the agreements, we include construction costs, permit costs, etc. Line fee agreements are in addition to tap fees. Currently, we have a Line Participation Agreement with Alan Meyers and Pollard Motor Company. This agreement expires tomorrow, September 18, 2015. Staff has received a request to extend the terms of this agreement for another seven years. Discussion.

MSP: *Vice President Shaffer moved to approve a seven year extension to the Line Participation Agreement between LHWD and Pollard/Meyers. Agreement will expire September 18, 2024. Motion seconded by Treasurer Brunner. Motion carried unanimously.*

Revised Tap Abandonment Letter

Staff has revised the letter that will be sent to the next round of account holders who have not used their taps in ten plus years, in accordance to District Policy 18: System Connection/Disconnection/Abandonment. The intent of the letter is to meet the conditions in District policy, but also to better express that the intent of the Board is not to abandon taps that are on developable property. Included with this letter will be self addressed stamped envelope for the account holders to return the questionnaire portion of the letter. Discussion.

SUBJECT: NEW BUSINESS

Public Hearing for Establishing Rates

In 2013, Colorado State Legislatures made Special Districts responsible to provide a 30-day notice to account holders prior to making any changes to rates or fees. The District would like to have the Rate Hearing November 19, 2015. To be in compliance with the requirement of a minimum 30 public notice, it is necessary to set the date at this meeting. Discussion.

MSP: *Vice President Shaffer moved to set a Public Hearing for the Purpose of Establishing Rates and/or Fees for November 19, 2015. Motion seconded by Director Hochhauser. Motion carried unanimously.*

Public Hearing for Approval of the 2016 Budget

At the October 2015 Board meeting, staff will present a preliminary 2016 Budget. The final budget presentation will presented to the Board at the December 17, 2015 Board meeting. All necessary notifications will be made. Discussion.

MSP: *Vice President Shaffer motioned to set the date of December 17, 2015 for a Public Hearing for the Purpose of the approval of the Left Hand Water District's 2016 Budget. Motion seconded by Treasurer Brunner. Motion carried unanimously.*

Southern Water Supply Pipeline II – Easement Purchase Contract with Northern Water

The District has received a monetary offer from Northern Water to purchase a temporary and permanent easement at 6800 Nimbus Road. This is part of the property acquisition for the SWSPH that will serve Longs Peak Water District, Left Hand Water District and the City of Boulder. The offer is based on paying 50% of the appraised value for permanent easement and 10% of the appraised value for temporary easement.

MSP: *Vice President Shaffer moved to accept the offer made by Northern Water for the Permanent Easement and Temporary Construction Easement, totaling \$57,698.00. Motion seconded by Treasurer Brunner. Motion carried unanimously.*

MSP: *Vice President Shaffer moved to authorize staff to execute all necessary documents and conduct business in the Board's best interest regarding the Purchase/Sale contract and closing documents for the SWSPH. Motion seconded by Treasurer Brunner. Motion carried unanimously.*

General Manager Performance Review

In accordance to Section 24-6-402(4)(f) C.R.S. for purposes of discussing a personnel matter regarding the General Manger's, Christopher Smith, performance review, the Board of Directors called an Executive Session.

MSP: *President Heil moved to enter into Executive Session at 11:45 am, according to Section 24-6-402(4)(f) C.R.S. Motion seconded by Vice President Shaffer. Motion carried unanimously.*

MSP: *Vice President Shaffer moved to exit Executive Session at 12:05 pm. Motion seconded by Secretary Brunner. Motion carried unanimously.*

Request for Reconsideration of Charges – 3202 Rinn Valley Drive

John & Catherine Dixon, homeowners at 3202 Rinn Valley Drive, have disputed their charges for water used during the billing period ending August 24, 2015. They assert that the District typically reads their meter every 30 days and during this billing cycle, staff read the meter 34 days which caused their water usage to be very high. According to a letter sent in by Mrs. Dixon, they set their watering cycle according to our meter reading days. They have requested a credit to their account. Discussion.

Mr. Matthew Clark – Troop 161 Niwot: Eagle Service Project

The District has had several Boy Scouts completing their Eagle Projects by doing various projects around the District. Matthew Clark, a Scout from Niwot Troop 161, reached out to the General Manager to offer his services for his Eagle Project. His project was to re-mulch the entire Peterson Water Conservation Demonstration Garden. Matthew did a lot of prep work prior to the day of the actual project. He also contacted Colorado Materials in Longmont for a discounted price on the mulch. The day of the project, Matthew had over 20 volunteers to complete this project. They did an outstanding job. Discussion.

Dodd WTP Upgrade – Project Cookout

Garney Water Partnership has invited the Board to join us all for a fall BBQ at the District office on Wednesday October 7th at noon. Please join us. Let Lilah know if you can make it.

Meeting adjourned at 12:30 pm.

By,

Lilah Imes, Assistant Secretary, Board of Directors

Julie Trumpler, Secretary