



KERN BOARD REGULAR MEETING

May 9, 2016 – 6:30 p.m. or immediately following the regular meeting
Town Board Chambers
301 Walnut Street, Windsor, CO 8055

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

AGENDA

1. Call to Order
2. Roll Call of Directors Present
3. Approval of Minutes of March 14, 2016 Board of Directors Meeting – K. Eucker
4. Approval of Bills – D. Moyer
5. Discussion of New Cache la Poudre Irrigating Company Operating Agreement
 - Staff presentation: Ian McCargar & Brad Grasmick
6. Election of Officers
 - Staff presentation: Ian D. McCargar, Town Attorney
7. Communications
8. Adjourn



KERN BOARD REGULAR MEETING

March 14, 2016

Immediately before the Regular Town Board Meeting

Town Board Chambers

301 Walnut Street, Windsor, CO 8055

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

MINUTES

1. Call to Order

President Vazquez called the meeting to order at 6:56 pm.

2. Roll Call of Directors Present

President John Vazquez
Vice President Kristie Melendez
Myles Baker
Robert Bishop-Cotner
Ivan Adams
Secretary/Treasurer Christian Morgan
Jeremy Rose

Also Present: Town Attorney
Town Clerk/Assistant to Town Manager
Parks/Open Space Manager
Director of Planning
Associate Planner
Director of Finance
Deputy Town Clerk

Ian McCargar
Patti Garcia
Wade Willis
Scott Ballstadt
Paul Hornbeck
Dean Moyer
Krystal Eucker

3. Approval of Minutes of September 28, 2015 Board of Directors Meeting – K. Eucker
Board Member Adams motioned to approve the minutes as presented; Board Member Morgan seconded the motion. Roll call on the vote resulted as follows: Yeas- Rose, Morgan, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None. Motion passed.

4. Approval of Bills – D. Moyer

Director of Finance Dean Moyer provided an overview of the bills within the Kern Board packet.

Board Member Melendez motioned to approve the bills as presented; Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows: Yeas – Rose, Morgan, Melendez, Adams, Vazquez; Nays – Bishop-Cotner. Motioned passed.

5. Resolution No. 2016-KB01 - A Resolution Approving the Operational Management Services Agreement Between the Kern Reservoir and Ditch Company and the Whitney Irrigating Ditch Company for the 2016 Irrigation Season
 - Staff presentation: Eric Lucas, Director of Parks, Recreation & Culture

Board Member Melendez motioned to approve Resolution No. 2016-KB01; Board Member Adams seconded the motion.

Town Attorney Ian McCargar stated what is being presented to the Board is an agreement with the Whitney Irrigating Ditch Company for last year's ditch rider services. The agreement for this year is identical with the exception of an increase in the total amount of compensation the Town will pay to the Whitney Irrigation Ditch Company. That figure is derived from actual experience from 2015 so the numbers are more accurate. What is before you is a renewal of the understanding the Town has with Whitney Irrigation Ditch Company; all other terms and conditions are identical. Staff recommends approval of the resolution.

Roll call on the vote resulted as follows: Yeas –Morgan, Rose, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None. Motioned passed.

6. Communications
None

7. Adjourn
Board Member Morgan motioned to adjourn; Board Member Melendez seconded the motion. Roll call on vote resulted as follows: Yeas –Rose, Morgan, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None. Motioned passed.

The meeting was adjourned at 7:01 p.m.

Krystal Eucker, Deputy Town Clerk

Accounts Payable

Transactions by Account

KERN REPORT
MARCH 5 - APRIL 29, 2016



Account Number	Vendor	Descrip	GL Date	Check	Amount	PO No
06-484-6253-000	CLEAR WATER SOLUTIONS INC	KERN GENERAL WATER 2015	03/25/2016	76260	\$ 264.77	
06-484-6253-000	CLEAR WATER SOLUTIONS INC	KRDC GENERAL WATER	04/15/2016	76587	\$ 1,323.94	
06-484-6253-000	CLEAR WATER SOLUTIONS INC	KERN/WCSD RE-4 12-120	04/21/2016	76587	\$ 2,755.00	
					\$ 31,787.13	
06-484-6260-000	XCEL ENERGY	UTILITIES-KERN	03/11/2016	76089	\$ 60.41	
06-484-6260-000	XCEL ENERGY	UTILITIES-KERN	04/14/2016	76493	\$ 59.77	
					\$ 120.18	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	3/18/2016	76202	\$ 91.00	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	3/18/2016	76202	\$ 75.00	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	3/18/2016	76202	\$ 560.91	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	3/18/2016	76202	\$ 1,006.18	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	4/21/2016	76593	\$ 675.00	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	4/21/2016	76593	\$ 113.50	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	4/21/2016	76593	\$ 610.91	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	4/21/2016	76593	\$ 750.00	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	4/21/2016	76593	\$ 88.00	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	4/21/2016	76593	\$ 375.00	
01-418-6253-500	LAWRENCE JONES CUSTER GR.	LEGAL SERVICES	4/21/2016	76593	\$ 176.00	
					\$ 4,521.50	

Report Total:

\$ 36,428.81



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	105551
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 4757	Notes:
VENDOR: Clear Water Solution	

INVOICE DATE	PROCESSED BY	SUPERVISOR SIGNATURE	DEPT. HEAD APPROVAL
01/06/2016	S Swanson	<i>[Signature]</i>	

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
06	484	6253	000	KRDC GENERAL WATER 2015	\$ 264.77
				TOTAL	\$ 264.77

POSTED



clear WATER solutions
water rights • planning • engineering

Clear Water Solutions
8010 South County Road 5
Suite 105
Windsor, CO 80528
970-223-3706

Kern Reservoir & Ditch Co
301 Walnut Street
Windsor, Co 80550
Wade Willis

Invoice number **4757**
Date **01/06/2016**

Project **08-210 KRDC GENERAL WATER RIGHTS SERVICES 2015**

Billing Period: **11/30/15 – 1/03/16**

A detail of the value provided by Clear Water Solutions, Inc. during this billing period is as follows:

Phase A: Decree Accounting
- Decree accounting

Please do not hesitate to contact us with any questions regarding this invoice or your project.

Invoice Summary

Description	YTD Billed	Current Billed
A DECREE ACCOUNTING	11,497.50	180.00
B MISCELLANEOUS	9,592.50	0.00
ADMINISTRATION	1,205.00	17.50
EQUIPMENT, SUPPLIES & GENERAL EXPENSES	1,364.60	67.27
REIMBURSABLE EXPENSES	6.20	0.00
Total	23,665.80	264.77

Decree Accounting

Professional Fees

Description	Principal	Hours	Rate	Billed
				Amount
		1.00	180.00	180.00
ADMINISTRATION				17.50
EQUIPMENT, SUPPLIES & GENERAL EXPENSES				67.27
Total				84.77

Invoice total **264.77**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
4757	01/06/2016	264.77	264.77				

Statement

Clear Water Solutions
 8010 South County Road 5
 Suite 105
 Windsor, CO 80528
 970-223-3706

Kern Reservoir & Ditch Co
 301 Walnut Street
 Windsor, CO 80550

Statement date: 3/15/2016

	Invoice Number	Invoice Date	Amount
--	----------------	--------------	--------

Kern Reservoir & Ditch Co
08-210 KRDC General Water Rights Services 2015

4757	1/6/2016	<u>264.77</u>
Client Outstanding		264.77

Kern Reservoir & Ditch Co						
Outstanding	Current	31-60 Days	61-90 Days	91-120 Days	121+ Days	Prepayment
264.77	0.00	0.00	264.77	0.00	0.00	0.00



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	105551
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 4811	Notes:
VENDOR: Clear Water Solutions	
DBA	
(IF OTHER THAN VENDOR)	
Address: 8010 S. County Road 5, Ste. 105	
Windsor, CO 80528	
Phone: (970) 223-3706	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
4/6/2016	Eric Lucas		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
06	484	6253	N/A	KRDC GENERAL WATER	\$1,323.94
				TOTAL	\$1,323.94

POSTED



clearWATERsolutions
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Clear Water Solutions
8010 South County Road 5
Suite 105
Windsor, CO 80528
970-223-3706

Kern Reservoir & Ditch Co
301 Walnut Street
Windsor, Co 80550
Wade Willis

Invoice number **4811**
Date **04/06/2016**

Project **08-210 KRDC GENERAL WATER RIGHTS SERVICES 2016**

Billing Period: 2/29/16 – 4/03/16

A detail of the value provided by Clear Water Solutions, Inc. during this billing period is as follows:

- Phase A: Decree Accounting
- Review decree accounting
 - Prepare letter to Brad to add irrigated properties (Greenspire)
 - Review Exhibit 3 map
 - Site visit to observe changes made in properties - 3/21/16
 - Create updated 2016/2017 Exhibit 3 map
 - Verify dry-up area is not irrigated from 2015 NAIP image
 - Reservoir accounting

Please do not hesitate to contact us with any questions regarding this invoice or your project.

Invoice Summary

Description	YTD Billed	Current Billed
A DECREE ACCOUNTING	1,145.00	1,145.00
B MISCELLANEOUS	0.00	0.00
ADMINISTRATION	70.00	70.00
EQUIPMENT, SUPPLIES & GENERAL EXPENSES	108.94	108.94
REIMBURSABLE EXPENSES	0.00	0.00
Total	1,323.94	1,323.94

Decree Accounting

Professional Fees

	Hours	Rate	Billed Amount
Principal	2.00	185.00	370.00
Sr Water Resource Engineer III	7.75	100.00	775.00
Phase subtotal			1,145.00

Description	Prior Billed	Current Billed
ADMINISTRATION	0.00	70.00
EQUIPMENT, SUPPLIES & GENERAL EXPENSES	0.00	108.94
Total	0.00	178.94

Invoice total **1,323.94**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
4811	04/06/2016	1,323.94	1,323.94				
	Total	1,323.94	1,323.94	0.00	0.00	0.00	0.00

We thank you for your business!



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	105551
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 4834	Notes:
VENDOR: Clear Water Solutions	
DBA	
(IF OTHER THAN VENDOR)	
Address: 8010 S. County Road 5, Ste. 105	
Windsor, CO 80528	
Phone: (970) 223-3706	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
4/6/2016	Eric Lucas	<i>[Signature]</i>	<i>[Signature]</i>

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
06	484	6253	N/A	KERN/WCSD RE-4 12-120	\$2,755.00
				TOTAL	\$2,755.00

POSTED



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Clear Water Solutions
 8010 South County Road 5
 Suite 105
 Windsor, CO 80528
 970-223-3706

Kern Reservoir & Ditch Co
 301 Walnut Street
 Windsor, CO 80550

Invoice number **4834**
 Date 04/06/2016

Project **12-120 KERN/WCSD RE-4
 AUGMENTATION PLAN 2016**

Billing Period: 2/29/16 – 4/03/16

A detail of the value provided by Clear Water Solutions, Inc. during this billing period is as follows:

- Phase A: Kern Reservoir & Ditch Company
- Complete and submit January 2016 accounting
 - Complete and submit February 2016 accounting
 - Draft March 2016 accounting
 - Complete 2016/2017 Projection
 - Update Exhibit 3
 - Create new 2016/2017 Dry Up Map and send to Brad
 - Create Release Schedule for Kern for 2016 and send to Wade

Please do not hesitate to contact us with any questions regarding this invoice or your project.

Invoice Summary

Description	Current Billed
KERN RESERVOIR & DITCH COMPANY	
A KERN RESERVOIR & DITCH COMPANY	2,755.00
KERN REIMBURSABLE EXPENSES	0.00
Subtotal	2,755.00
Total	2,755.00

KERN Reservoir & Ditch Company
Kern Reservoir & Ditch Company
 Professional Fees

	Hours	Rate	Billed Amount
Sr Water Resource Engineer III	1.00	100.00	100.00
Sr. Project Manager VIII	14.75	180.00	2,655.00
Phase subtotal			2,755.00
KERN Reservoir & Ditch Company subtotal			2,755.00

Invoice total **2,755.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
4834	04/06/2016	2,755.00	2,755.00				
	Total	2,755.00	2,755.00	0.00	0.00	0.00	0.00

We thank you for your business!



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 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

Finance Department	
Vendor #	100552
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 492196124	Notes: KERN BILL
VENDOR: Xcel Energy	ACCT# 53-0029078-2
DBA: (IF OTHER THAN VENDOR)	
Address: PO BOX 9477 MPLS, MN 55484-9477	
Phone:	KERN
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
03/03/16	S Swanson		<i>DM</i>

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
06	484	6260	000	UTILITIES - KERN-NON POTABLE WATER	\$60.41
				107A CHIMNEY PARK DR-UNIT KERN	
				1A MAIN ST UNIT KERN	
				561 E GARDEN DR	
				10A E Garden Dr 53-0877549-9	
				DEC 2015 CHGS	
				TOTAL	\$60.41

POSTED



MAILING ADDRESS	ACCOUNT NUMBER	DUE DATE
TOWN OF WINDSOR KERN 301 WALNUT ST WINDSOR CO 80550-5141	53-0029078-2	03/23/2016
	STATEMENT NUMBER	STATEMENT DATE
	492196124	03/03/2016
		AMOUNT DUE
		\$60.41

QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
 Email us at: Customerservice@xcelenergy.com
 Please Call: 1-800-481-4700
 Hearing Impaired: 1-800-895-4949
 Fax: 1-800-311-0050
 Or write us at: XCEL ENERGY
 PO BOX 8
 EAU CLAIRE WI 54702-0008

ACCOUNT BALANCE

Previous Balance	As of 01/26	\$60.69
Payment Received	Check 02/16	-\$60.69 CR
Balance Forward		\$0.00
Current Charges		\$60.41
Amount Due		\$60.41

PREMISES SUMMARY

PREMISES NUMBER	PREMISES IDENTIFIER	PREMISES DESCRIPTOR	CURRENT BILL
304241524	107A N CHIMNEY PARK DR UNIT KERN		\$15.37
304241529	1A MAIN ST UNIT KERN		\$14.92
304241530	561 E GARDEN DR		\$15.10
304331438	10A E GARDEN DR		\$15.02
Total			\$60.41

INFORMATION ABOUT YOUR BILL

Thank you for your payment.

Convenience at your service - Pay your bills electronically-fast and easy with Electronic Funds Transfer. Call us at 1-800-481-4700 or visit us at www.xcelenergy.com.

RETURN BOTTOM PORTION WITH YOUR PAYMENT • PLEASE DO NOT USE STAPLES, TAPE OR PAPER CLIPS



Please help our neighbors in need of energy assistance by contributing to Energy Outreach Colorado. To participate, check the box in the lower left corner and mark your contribution amount on the back of this payment stub using blue or black ink.

ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
53-0029078-2	03/23/2016	\$60.41	

Please see the back of this bill for more information regarding the late payment charge.
 Make your check payable to XCEL ENERGY

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AB 02 000816 06904 B 10 A



TOWN OF WINDSOR
 KERN
 301 WALNUT ST
 WINDSOR CO 80550-5141



XCEL ENERGY
 P.O. BOX 9477
 MPLS MN 55484-9477



31 53032316 00290782 0000000604100000006041

000816 1/4



0



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

Finance Department	
Vendor #	100552
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 496262853	Notes: KERN BILL
VENDOR: Xcel Energy	ACCT# 53-0029078-2
DBA: (IF OTHER THAN VENDOR)	
Address: PO BOX 9477 MPLS, MN 55484-9477	
Phone:	KERN
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/05/16	S Swanson		<i>DM</i>

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
06	484	6260	000	UTILITIES - KERN-NON POTABLE WATER	\$59.77
				107A CHIMNEY PARK DR-UNIT KERN	
				1A MAIN ST UNIT KERN	
				561 E GARDEN DR	
				10A E Garden Dr 53-0877549-9	
				DEB 2015 CHGS	
				PAID	
				TOTAL	\$59.77



MAILING ADDRESS	ACCOUNT NUMBER	DUE DATE
TOWN OF WINDSOR KERN 301 WALNUT ST WINDSOR CO 80550-5141	53-0029078-2	04/25/2016
	STATEMENT NUMBER	STATEMENT DATE
	496262853	04/05/2016
		AMOUNT DUE
		\$59.77

QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
 Email us at: Customerservice@xcelenergy.com
 Please Call: 1-800-481-4700
 Hearing Impaired: 1-800-895-4949
 Fax: 1-800-311-0050
 Or write us at: XCEL ENERGY
 PO BOX 8
 EAU CLAIRE WI 54702-0008

ACCOUNT BALANCE

Previous Balance	As of 02/25	\$60.41
Payment Received	Check 03/18	-\$60.41 CR
Balance Forward		\$0.00
Current Charges		\$59.77
Amount Due		\$59.77

PREMISES SUMMARY

PREMISES NUMBER	PREMISES IDENTIFIER	PREMISES DESCRIPTOR	CURRENT BILL
304241524	107A N CHIMNEY PARK DR UNIT KERN		\$15.10
304241529	1A MAIN ST UNIT KERN		\$14.75
304241530	561 E GARDEN DR		\$15.10
304331438	10A E GARDEN DR		\$14.82
Total			\$59.77

INFORMATION ABOUT YOUR BILL

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RETURN BOTTOM PORTION WITH YOUR PAYMENT • PLEASE DO NOT USE STAPLES, TAPE OR PAPER CLIPS



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 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48250	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
03/07/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	BROE 07CW326	91.00
				TOTAL	91.00

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

March 07, 2016

In Reference To: Broe 07CW326

*Invoice #*48250

Professional Services

	<u>Hours</u>	<u>Amount</u>
2/10/2016 WK Look for draft decree in file; Email Brad requesting draft decree.	0.10	13.00
2/11/2016 WK Review the latest draft decree send out by Great Western and compare it to comments previously drafted; Email my analysis to Brad.	0.60	78.00
For professional services rendered	0.70	\$91.00
Previous balance		\$25.00
2/10/2016 Payment - thank you. Check No. 75924		(\$25.00)
Total payments and adjustments		(\$25.00)
Balance due		<u><u>\$91.00</u></u>

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

Finance Department	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48251	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
03/07/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	05CW226	75.00
				TOTAL	75.00

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

March 07, 2016

In Reference To: 05CW226

*Invoice #*48251

Professional Services

	<u>Hours</u>	<u>Amount</u>
2/29/2016 BG Telephone conference with Ian regarding FRE; respond to Zach's email regarding amending Water Lease and setting meeting.	0.30	75.00
For professional services rendered	0.30	\$75.00
Previous balance		\$25.00
2/10/2016 Payment - thank you. Check No. 75924		(\$25.00)
Total payments and adjustments		(\$25.00)
Balance due		<u>\$75.00</u>

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48252	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
03/07/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	General Matters	560.91
				TOTAL	560.91

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

March 07, 2016

KERN

In Reference To: General

Invoice #48252

Professional Services

	<u>Hours</u>	<u>Amount</u>
2/23/2016 BG Participate in Kern monthly meeting; Participate in meeting with New Cache regarding agreement.	2.20	550.00
For professional services rendered	2.20	\$550.00
Additional Charges :		
2/23/2016 Mileage to meeting regarding New Cache agreements.		10.91
Total costs		\$10.91
Total amount of this bill		\$560.91
Previous balance		\$25.00
2/10/2016 Payment - thank you. Check No. 75924		(\$25.00)
Total payments and adjustments		(\$25.00)
Balance due		\$560.91

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48254	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
03/07/2016	Megan Walter		

BUDGET LINE ITEM				DESCRIPTION	TOTAL
FUND	DEPT.	FUNCTION	PROJECT		
01	418	6253	500	Kyger 3074	1,006.18
				TOTAL	1,006.18

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Town of Windsor
Kelly Arnold, Town Manager
301 Walnut Street
Windsor, CO 80550

March 07, 2016

In Reference To: Kyger 3074

Invoice #48254

Professional Services

		<u>Hours</u>	<u>Amount</u>
2/3/2016	WK	Send follow up email to Michelle about the revised exhibit.	13.00
		0.10	
2/9/2016	WK	Read email from Michelle; Review Exhibit B; Discussion with Brad; Call Michelle to discuss current accounting; Received new Exhibit B from Michelle; Send to Dan at Greeley for review.	143.00
		1.10	
2/16/2016	BG	Prepare for and attend meeting on site at Kyger and Veldman re: Seepage issues.	375.00
		1.50	
2/23/2016	WK	Get Stipulation put together; Send to Dan Biver at Greeley; Send email to Don Frick stating that Greeley agreed to stipulate.	91.00
		0.70	
2/24/2016	BG	Participate in status conference with the court; finalize stipulation with Greeley, confer with Great Western regarding changes to their stipulated version of decree and file stipulation; email Town regarding changes proposed by New Cache to decree and recommendation regarding same.	250.00
		1.00	
2/26/2016	BG	Finalize stipulations for New Cache and the Water Users and email same to Don Frick.	125.00
		0.50	
For professional services rendered		4.90	\$997.00
Additional Charges :			
2/16/2016		Mileage to Kyger/Velman property site visit	9.18
Total costs			\$9.18
Total amount of this bill			\$1,006.18

Town of Windsor

Page 2

	<u>Amount</u>
Previous balance	\$329.00
2/10/2016 Payment - thank you. Check No. 75924	(\$329.00)
Total payments and adjustments	(\$329.00)
 	<hr/>
Balance due	\$1,006.18
	<hr/> <hr/>

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48293	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/06/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	Raindance	675.00
				TOTAL	675.00

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Town of Windsor
C/O Kelly Arnold, Town Manager
301 Walnut Street
Windsor, CO 80550

April 06, 2016

In Reference To: Raindance

Invoice #48293

Professional Services

	<u>Amount</u>
3/9/2016 BG Email correspondence with Steve and with Jeff Kahn regarding dedication of GLIC water.	75.00
3/16/2016 BG Review email from Steve and Kelly regarding GLIC share yields; Review contracts with Greeley and think through potential responses; Respond to Kelly's email with potential responses to Raindance regarding water dedication.	425.00
3/18/2016 BG Email correspondence with Kelly, Dennis, and Jeff Kahn regarding GLIC water dedication.	150.00
3/25/2016 BG Draft email to Patrick regarding scheduling meeting to discuss GLIC change.	25.00
For professional services rendered	<u>\$675.00</u>
Balance due	<u><u>\$675.00</u></u>

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DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



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 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48302	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/06/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	AUG Plan 02CW301	113.50
TOTAL					113.50

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

April 06, 2016

In Reference To: Aug Plan 02CW301

Invoice #48302

Professional Services

	<u>Hours</u>	<u>Amount</u>
3/31/2016 BG Review Annual updated dry-up and 3-year projection; prepare letter to parties and file the same with the court.	0.40	100.00
For professional services rendered	0.40	\$100.00
Additional Charges :		
3/31/2016 ICCES Filing Fees: Annual updated dry-up and 3-year projection		13.50
Total costs		\$13.50
Total amount of this bill		\$113.50
Balance due		\$113.50

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



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<i>Finance Department</i>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48303	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/06/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	02CW276	610.91
TOTAL					610.91

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

April 06, 2016

In Reference To: 02CW276

Invoice #48303

Professional Services

	<u>Hours</u>	<u>Amount</u>
3/21/2016 BG Review New Cache Agreement and email same to Wade, Dennis, and Ian.	1.40	350.00
3/22/2016 BG Telephone conference with Don Frick; Prepare for and attend meeting with New Cache.	1.00	250.00
For professional services rendered	2.40	\$600.00
Additional Charges :		
3/22/2016 Mileage: Travel to meeting in Windsor.		10.91
Total costs		\$10.91
Total amount of this bill		\$610.91
Balance due		\$610.91

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



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 Office 970-674-2400
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48290	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/06/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	05CW226	750.00
TOTAL					750.00

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

April 06, 2016

In Reference To: 05CW226

Invoice # 48290

Professional Services

	<u>Hours</u>	<u>Amount</u>
3/2/2016 BG Email correspondence with Ian regarding meeting with FRE.	0.10	25.00
3/9/2016 BG Review email and attachments from Zach Miller and draft email to Ian regarding suggested response to Zach's requests.	0.90	225.00
3/10/2016 BG Review and respond to email from Ian regarding our position with FRE.	0.20	50.00
3/21/2016 BG Review FRE Lease and participate in meeting with Zach Miller.	1.80	450.00
For professional services rendered	3.00	\$750.00
Previous balance		\$75.00
3/22/2016 Payment - thank you. Check No. 76202		(\$75.00)
Total payments and adjustments		(\$75.00)
Balance due		\$750.00

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48289	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/06/2015	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	BROE 07CW326	88.00
				TOTAL	88.00

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

April 06, 2016

In Reference To: Broe 07CW326

Invoice #48289

Professional Services

	<u>Hours</u>	<u>Amount</u>
3/2/2016 WK Discussed with Brad, sent email with comments to proposed decree.	0.10	13.00
3/31/2016 BG Review comment letter to Broe and revise same.	0.30	75.00
For professional services rendered	0.40	\$88.00
Previous balance		\$91.00
3/22/2016 Payment - thank you. Check No. 76202		(\$91.00)
Total payments and adjustments		(\$91.00)
Balance due		\$88.00

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48291	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	KRDC EXPENSE
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/06/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	General Matters	375.00
				TOTAL	375.00

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Kern Reservoir and Ditch Company
301 Walnut Street
Windsor, CO 80550

April 06, 2016

In Reference To: General

Invoice #48291

Professional Services

	<u>Hours</u>	<u>Amount</u>
3/22/2016 BG Prepare for and participate in monthly meeting.	1.50	375.00
For professional services rendered	1.50	\$375.00
Previous balance		\$560.91
3/22/2016 Payment - thank you. Check No. 76202		(\$560.91)
Total payments and adjustments		(\$560.91)
Balance due		\$375.00

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.



301 Walnut Street
 Windsor, CO 80550
 Office 970-674-2400
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	106424
Obligation #	

PAYMENT REQUEST

INVOICE NUMBER: 48295	Notes:
VENDOR: Lawrence Jones Custer Grasmick LLP	
DBA:	
Address: 5245 Ronald Reagan Blvd., Ste 1 Johnstown, CO 80534	
Phone: 970-622-8181	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
04/06/2016	Megan Walter		

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
01	418	6253	500	Kyger 3074	176.00
				TOTAL	176.00

POSTED

LAWRENCE JONES CUSTER GRASMICK LLP

Attorneys at Law
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534

Invoice submitted to:
Town of Windsor
Kelly Arnold, Town Manager
301 Walnut Street
Windsor, CO 80550

April 06, 2016

In Reference To: Kyger 3074

Invoice #48295

Professional Services

	<u>Hours</u>	<u>Amount</u>
3/1/2016 WK Talked with Brad about stipulations and timeline, emailed Don Frick to follow about stipulations.	0.20	26.00
3/15/2016 BG Email Dan Brown regarding water level measurements at Kyger and review his response.	0.20	50.00
3/31/2016 BG Review email and groundwater data from Dan Brown re: Kyger	0.40	100.00
For professional services rendered	0.80	\$176.00
Previous balance		\$1,006.18
3/22/2016 Payment - thank you. Check No. 76202		(\$1,006.18)
Total payments and adjustments		(\$1,006.18)
Balance due		\$176.00

PLEASE MAKE CHECKS PAYABLE TO LAWRENCE JONES CUSTER GRASMICK LLP.

PLEASE NOTE THE NEW TELEPHONE NUMBER (970)622-8181.

DUE UPON RECEIPT. 1.5% PER MONTH INTEREST CHARGED ON ALL PAST DUE BILLS. REFLECTS ONLY PAYMENTS AND CHARGES THROUGH ABOVE DATE.

MEMORANDUM

TO: Kern Reservoir and Ditch Company Board

FROM: Ian McCargar, Town Attorney; Brad Grasmick, Kern General Counsel

DATE: May 9, 2016

SUBJECT: Kern Reservoir Operating Agreement (2016)

Summary: Since 1934, the Kern and New Cache la Poudre Irrigating Ditch Company (“New Cache”) have entered into agreements to assure that the No. 2 Canal and Windsor Lake work in harmony. We are negotiating an updated agreement on the Kern’s behalf which, if approved by the Kern Board, will assure the continuation of this cooperative relationship.

History and context: Beginning in 1934, the Kern and New Cache entered into agreements for combined operations of the No. 2 Canal and Windsor Lake. The 1934 agreement was updated in 1984, and again in 2002. In each of these cases, the parties recognized that New Cache needs the Kern’s lake as an “equalizer” for its irrigation customers, and Kern needs New Cache to carry water into and out of Windsor Lake. As an “equalizer”, Windsor Lake allows New Cache to better-serve its customers through increased irrigation water availability.

The 2002 agreement contemplated the installation of a Rubicon gate structure downstream in the outlet channel. The Rubicon gate is the mechanical device by which water is both held back and released downstream to New Cache customers. The Town of Windsor paid the cost for installation of the Rubicon gate structure, but New Cache is largely responsible for its day-to-day operations. The Town invested in the Rubicon gate structure primarily to assure Windsor Lake’s role in stormwater management. Windsor Lake is included as a stormwater detention vessel in the Town’s Stormwater Management Plan, and the operation of the Rubicon gate structure is crucial to the lake’s flood prevention function under the Plan.

Proposed 2016 Operating Agreement: The proposed 2016 Operating Agreement accomplishes three basic objectives:

- Expressly grants the Kern “carriage rights” in the No. 2 Canal.
- Expressly allocates ownership and operational control of the Rubicon gate to New Cache, subject to conditions.
- Expressly sets up cost-sharing for repair and replacement of the Rubicon gate.

Kern Carriage Rights. “Carriage rights” are the privileges given by the No. 2 Canal when water not owned by New Cache customers is carried down the Canal. The agreement under negotiation provides that the Kern’s senior water right will travel into Windsor Lake through the No. 2 Canal at no cost to the Kern. The Kern’s junior water right will be assessed a fee in accordance with an agreed protocol. The carriage rights granted under this agreement recognize

that the Kern is a shareholder of New Cache water rights, and that Kern is providing New Cache the benefits of “equalization” in Windsor Lake.

Ownership and control of the Rubicon gate. Although the 2002 agreement stated that the Town would pay the cost of the Rubicon gate structure, it did not expressly say the Town owned it and did not expressly state which party would have control over it. The agreement under negotiation states that New Cache owns and operates the Rubicon gate, in recognition that on a day-to-day basis, New Cache should have control over how much water leaves Windsor Lake. This authority is subject to constraints to assure certain lake levels.

The agreement under negotiation establishes a minimum level at which the Windsor Lake will be maintained. There is a natural tension between the lake levels preferred by New Cache and the lake levels preferred by the Kern. New Cache prefers a higher lake level, which translates to greater availability of irrigation water to its customers. Kern prefers a level that recognizes the aesthetic value of the lake as an amenity to the Town’s Boardwalk Park, but that does not result in excessive damage to the shoreline or related facilities. Additionally, the Kern prefers a lake level that will accommodate stormwater flows in the event of a heavy rain event. If the lake is kept at too high a level, the lake loses its ability to absorb and later release stormwater flows.

Cost-sharing. The agreement under negotiation allows for an equal sharing of costs associated with Rubicon gate maintenance and repairs. This cost-sharing recognizes the shared purpose of the Rubicon gate. For New Cache, the Rubicon gate is the tool by which its customers receive water from the lake. For Kern, the Rubicon keeps the lake at an appealing level for recreation and also enables the lake to absorb stormwater in a heavy rain event.

Next steps: Assuming the Kern Board so instructs, staff will finalize the 2016 agreement for formal adoption at an upcoming Kern Board meeting. The New Cache Board of Directors is on a similar time table. Staff will continue working with New Cache representatives to ready the agreement for formal approval.