



DOCUMENT ROUTING MEMORANDUM

The purpose of this memorandum is to provide information regarding the attached document routed to you for your signature.

TO: Harold Evans, W&S Board Chairman
{Select Recipients Below - See Signature Authority Requirements}
☐ Doug Marek, City Attorney: Legal_Services@greeleygov.com
☐ John Karner, Finance Director: John.Karner@greeleygov.com
☒ Raymond Lee, City Manager: Val.Scheffer@greeleygov.com
☐ John Gates, Mayor: via CityClerk@greeleygov.com
☐ Heidi Leatherwood, City Clerk (Attest): Heidi.L Leatherwood@greeleygov.com

FROM: Gigi Allen, W&S Office Manager
ON BEHALF OF (If applicable):
 Initials of above: ____ (Must be first in signing order)

RE: July 2023 Water and Sewer Board meeting minutes

Executive Summary:

Please see W&S Board minutes approved by the Board and ready for signature.

Time Sensitivity? If yes, deadline date N/A **and reason:**

Legal Review:

Is this a standard contract as defined by City Code Section 2-184(a)(2) ? ☐ Yes ☒ No ☐ N/A

If this is not a standard contract, and has not been reviewed by CAO, this document may not be routed for signatures.
 Please submit for Legal Review on COGI prior to routing.

If this is not a standard contract, which attorney reviewed the document?

Name: Daniel Biwer

Obtained Approvals, Reviews, or Recommendations (If applicable)

☐ City Council Ord./Res. #: _____ Date: _____	☒ Board or Commission (specify) <u>Water and Sewer</u> Date: <u>8/16/23</u>	☐ Other _____ Date: _____
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Contract Amount: N/A (if applicable)

**City of Greeley
Water and Sewer Board
Minutes of July 19, 2023
Regular Board Meeting**

Chairman Harold Evans called the Water and Sewer Board meeting to order at 2:01 p.m. on Wednesday, July 19, 2023.

1. Roll Call

The Clerk called roll and those present included:

Board Members:

Chairman Harold Evans, Vice Chairman Mick Todd, Cheri Witt-Brown, Tony Miller, Joseph Murphy, Manuel Sisneros, Deputy City Manager Donald Tripp on behalf of City Manager Raymond Lee, Interim Director of Finance Tammy Hitchens

Water and Sewer Department staff:

Director Sean Chambers, Deputy Director of Utility Finance and Customer Service Erik Dial, Chief Engineer Adam Prior, Office Manager Gigi Allen, Administrative Assistant III Crystal Sanchez, Water Resource Planning Manager Kelen Dowdy, Rates and Budget Analyst Virgil Pierce, Water Resource Administrator II Alex Tennant, Water Resource Administrator I Megan Kramer, Water Resource Operations Manager Leah Hubbard, Asset Manager Patrick Turn, Asset Analyst Sophie Glaubius, Asset Technician Griffin Myers, Communication Specialist II Cory Channell, Civil Engineer IV Rebecca Andrus, Key Accounts Coordinator, Dennis Margheim, Interim Chief Financial Officer Rodney Rhodes

Legal Counsel:

Senior Environmental and Water Resources Attorney Jerrae Swanson, Environmental and Water Resources Attorney II Dan Biwer, Environmental and Water Resources Attorney I Arthur Sayre, Counsel to Water & Sewer Board Attorney Jim Noble.

Guests:

Emeritus Robert Ruyle, Council Member Deb DeBoutez, James Sutherland from Wingfoot

2. Approval of Minutes

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Mr. Miller made a motion, seconded by Vice Chairman Todd to approve the June 21, 2023 Water and Sewer Board meeting minutes. The motion carried 6-0.

3. Approval of Agenda

There were no changes to the Agenda.

4. Welcome New Employees and Promotions

Director, Sean Chambers provided an introduction of new Water and Sewer Department employees starting this month.

Sydney Grace-Phillips and Michaela Jackson joined the meeting at 2:08 pm.
Yessenia Padilla joined the meeting at 2:28 pm.

5. Approve and Recommend to City Manager the 2024 Budget

Erik Dial and Virgil Pierce presented the 2024 operating budget and the ten-year capital program for review by the Water and Sewer Board.

Using the currently projected rate increases, residential water bills will increase approximately \$2.21/month and residential sewer bills will increase approximately \$2.80/month for a total water and sewer bill increase of \$5.01/month. The water PIF for a 3/4" tap is currently projected to remain \$12,100 and the sewer PIF is projected to increase by \$300 to \$7,200.

The Board asked if we are purchasing an on-premises CIS system or if it will be software as service. Erik Dial responded that the Water and Sewer department will likely select a software as service system. It will also allow for growth and adaption as the City grows and needs change.

It was asked by the Board if there was enough work to keep an in-house construction team busy year-round indefinitely? Erik Dial responded that with the age of the pipelines and expected growth in the water and sewer systems there will be plenty of work to justify adding a construction crew. Due to the cost to outsourced construction work the return on investment will be just a few years.

The Board inquired what the \$3.5 million budgeted for the 23rd Ave Reservoir Replacement would accomplish. Sean Chambers and Adam Prior explained there is a study going on that is looking at the water system's needs for treated water storage and how to reconfigure the 23rd Ave and Mosier sites for more efficient operations. The majority of the \$3.5 million budgeted for 2024 is to demolish the tanks that are no longer in service.

Chairman Evans asked for additional information to the Interruptible Supply/Alternate Transfer Method on the 2024 Project list. Sean Chambers explained the City's ongoing need to

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strategically acquire surface water supplies for potable and non-portables uses, as described in the IWRP. The staff has been working with the New Cache Irrigation Co. and others on potential water sharing or alternative transfer method (ATM) water supply development for future drought resiliency. Additionally, Greeley has an interest in developing acquisition strategies that help to keep Cache la Poudre water in the Basin and available for our future municipal growth and system resiliency vs. seeing water exported to Metro Denver. Staff will prepare an updated presentation on this subject at a future Board meeting to further inform the Board of the strategy and its connection to water acquisition.

During the discussion of the “Tentative 2024 Sewer Rate Changes – Industrial” Vice-Chairman Todd requested to know what companies were in the 73% increase. Erik Dial didn’t have that information available at the meeting but would get it sent out to the Board members.

Vice Chairman Todd recommended that the Water and Sewer Board approve and recommend to the City Manager the Water and Sewer 2024 Operating Budget and 10-Year Capital Investment Plan. Mr. Murphy seconded the motion. The motion passed 6-0.

Rodney Rhodes left the meeting at 3:26 pm.

6. 60” Bellvue Pipeline Construction Update

Rebecca Andrus updated the Board on the progress and status of the 60” Bellvue Transmission Pipeline.

Vice-Chairman Todd requested to know how much the BRIC grant would be for that Water and Sewer applied for. Virgil Pierce let the Board know that it is for \$18,000,000.00 which is about 80% of the total project cost and the decision on the grant should be received in late August.

7. Asset Management and City Works Update

Patrick Turn, Sophie Glaubius and Griffin Myers presented an update on Water and Sewers Asset Management Program and new CityWorks asset management system.

Deb DeBoutez left the meeting at 4:06 pm

8. Legal Report

Mr. Noble reported that legal counsel and water resources staff had reviewed the May, 2023 Water Division 1 Resume and do not recommend that the Water and Sewer Board file any statements of opposition to any water court matters that would be due at the end of July 2023.

Michaela Jackson left the meeting at 4:17 pm

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10. Director's Report

Sean Chambers provided the Water & Sewer Board and staff with a brief update on the following items of water utilities policy interest;

1. City of Greeley and Colorado Water Industry Events
 - a. Application window for Water Literate Leaders program (CSU Water Center) is now open
 - b. American Water Resources Association Conference – July 17th – 19th
 - i. Water Resources Staff presenting on long-range planning and adaptive management
 - c. BizWest Confluence Water Summit – July 21st
 - i. <https://oldevents.bizwest.com/confluence/agenda/>
 - d. Summer Board & Council Tour – July 28, 2023
 - i. Chimney Hollow Res. Construction, Boyd Lake WTP, Terry Ranch Pipeline Construction, 23rd Ave. Reservoirs and Wastewater Treatment Facility
 - e. Tour of Greeley's Bob Creek Diversion from Upper Laramie into Poudre – August TBD
 - f. Community Member Water Infrastructure Bus Tour - Aug. 11th 8:30 am – 12:30 pm
 - g. Water Congress Conference – August 22 – 24, 2023;
 - i. Water policy and law education – participating in panel on stream restoration
 - ii. Meeting of the Interim Water Resources Review Committee
 - iii. Meetings with Sen. Bennet's Farm Bill policy and forest health staff
 - h. CWCB's C-9 Statewide Water Basins Roundtable Summit – November 16th
 - i. Virtual re-broadcast of CWCB Drought Summit (5/31-6/1) is available for viewing at:
 - i. <https://engagewcb.org/drought-summit>
 - j. Colorado River Water User Association (CRWUA) Annual Meeting – Dec. 13 - 15
 - i. <https://www.crwua.org/welcome.html>
2. Greeley Water System Runoff and Water Supply Memo
 - a. a full formal report and presentation from Water Resources staff will be provided in August

10. Such Other Business That May Be Brought Before the Board Added to This Agenda by Motion of the Board

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No other business was brought before the Board.

11. Adjournment

Chairman Evans adjourned the meeting at 4:23 pm.

DocuSigned by:

Harold Evans

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Harold Evans, Chairman

DocuSigned by:

Raymond C. Lee III

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Raymond Lee, Board Secretary