



## 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, Water and Sewer Chairman  
*{Select Recipients Below - See Signature Authority Requirements}*

☐ Doug Marek, City Attorney: [Legal\\_Services@greeleygov.com](mailto:Legal_Services@greeleygov.com)

☐ Debbie Reid, Interim Finance Director: [Debbie.Reid@greeleygov.com](mailto:Debbie.Reid@greeleygov.com)

☒ Raymond C. Lee III, City Manager: [Val.Scheffer@greeleygov.com](mailto:Val.Scheffer@greeleygov.com)

☐ John Gates, Mayor: via [CityClerk@greeleygov.com](mailto:CityClerk@greeleygov.com)

☐ Heidi Leatherwood, City Clerk (Attest): [Heidi.L Leatherwood@greeleygov.com](mailto:Heidi.L Leatherwood@greeleygov.com)

**FROM:** Gigi Allen, Water & Sewer Office Manager

**ON BEHALF OF (If applicable):**

Initials of above: \_\_\_\_ (Must be first in signing order)

**RE:** November 2023 w&S 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 No 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)

|                                                                            |                                                                                                         |                                                     |
|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> City Council<br>Ord./Res. #: _____<br>Date: _____ | <input type="checkbox"/> Board or Commission<br>(specify) <u>W&amp;S Board</u><br>Date: <u>12/20/23</u> | <input type="checkbox"/> Other _____<br>Date: _____ |
|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------|

**Contract Amount:** \_\_\_\_\_ (if applicable)

**Send all fully signed documents to City Clerk:** [CityClerks@greeleygov.com](mailto:CityClerks@greeleygov.com)

**City of Greeley  
Water and Sewer Board  
Minutes of November 15, 2023  
Regular Board Meeting**

Chairman Harold Evans called the Water and Sewer Board meeting to order at 2:00 p.m. on Wednesday, November 15, 2023.

**1. Roll Call**

The Clerk called the roll and those present included:

Board Members:

Chairman Harold Evans, Vice Chairman Mick Todd, Fred Otis, Cheri Witt-Brown, Tony Miller, Joseph Murphy, Manuel Sisneros, and Deputy City Manager Don Tripp on behalf of City Manager Raymond Lee

Water and Sewer Department staff:

W&S Director Sean Chambers, Deputy Director Water Resources Ty Bereskie, Deputy Director of Utility Billing and Customer Service Erik Dial, Chief Engineer Adam Prior, Administrative Assistant III Crystal Sanchez, Office Manager Gigi Allen, Civil Engineer I Keri Fishlock, Civil Engineer IV Rebecca Andrus, Plans Examiner Derek Hannon, Rates and Budget Analyst Virgil Pierce, Water Resource Administrator II Alex Tenant

Legal Counsel:

Supervising Senior Environmental and Water Attorney Jerrae Swanson, Senior Environmental and Water Resources Attorney Dan Biwer, Environmental & Water Resources Attorney I Arthur Sayre and Counsel to Water & Sewer Board Attorney Carolyn Burr

Guests:

Greeley City Council member Deb DeBoutez, Chief Financial Officer Rodney Rhoades (joined virtually), Finance Administrative Assistant III Laura Delp, James Sutherland of Wingfoot Water Resources

**2. Approval of Minutes**

Ms. Witt-Brown made a motion, seconded by Vice Chairman Todd, to approve the October 18, 2023 Water and Sewer Board meeting minutes. The motion carried 7-0.

**3. Approval of the Agenda**

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Item #5, Lead Service Line Prohibition Code Changes will be an update and will not be recommended to Council at this time.

**4. Welcome New Employees and Promotions**

Sean Chambers provided an introduction of new Water and Sewer Department employees starting this month as well as announced department promotions.

**5. Update on Lead Service Line Prohibition Code Changes**

Adam Prior and Keri Fishlock discussed how the EPA's Lead and Copper Rule Revisions (LCCR) require the city to develop an inventory of all public and private water service line materials and remove lead service lines. The city is offering a free program to replace customer service lines that are found to contain lead. The City is proposing a new ordinance to prohibition lead service lines, require removal of lead service lines, and comply with LCCR Regulations.

**6. Development Code Water Policy Update**

Erik Dial discussed with the Water and Sewer Board proposed changes to Title 20 of the Municipal Code. Most of the changes proposed align code with current practices and procedures but staff proposed a limited number of changes to fees charged that deserve Board deliberation. Staff discussed the changes to what was presented to the Board in September and October and sought additional feedback. Staff expect to bring the code changes to the Board in December for recommendation to City Council.

**7. Customer Information System (CIS) Update**

Erik Dial updated the Water and Sewer Board on the status of the Customer Information System (CIS) replacement project. The limitations of Greeley's current CIS and the enhanced customer service functionality a new CIS will provide were discussed.

Rodney Rhoades left the meeting at 2:57 pm

**8. Water Supply Update**

Alex Tennant provided a presentation and memorandum to the W&S Board on current water supply, 2023 weather summary, 2023 agricultural water rental summary, and the drought forecast through the end of the year.

**9. Severance IGA Concept**

The town of Severance approached the city about constructing an emergency water interconnect from Greeley. The original proposal infrastructure had limited benefits or justifications for the

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extensive time and resources to complete the interconnect. Staff has reviewed the 2021 Transmission and Distribution Master Plans, City of Greeley Comprehensive Plan, and worked in collaboration with the Town to adjust the infrastructure concepts to provide mutual benefits for Greeley and Severance. Staff discussed the original and revised concepts for an emergency interconnect with Severance and associated master plan considerations for expansion of Greeley's water system.

Alex Tennant left the meeting at 3:45 pm

**10. Legal Report**

Based on staff and outside counsel review of the September 2023 Water Division 1 Resume, staff and water counsel recommend that the Water and Sewer Board file a statement of opposition by the end of November 2023 to the following water court application:

1. **Case No. 23CW3112:** Applicant, Hartford Investments, LLC, is seeking to appropriate 340 acre feet of conditional storage rights with the right to continuously fill and refill their storage structures any time the water rights are in priority. This water would be for use at a new 570 acre residential community north of Windsor named "Prairie Song." The proposed storage rights are off the Lake Canal Ditch, which is upstream of New Cache and other junior water rights. Staff recommends participating in this case to ensure that the proposed storage rights meet all of the requirements of new appropriations and that the terms of any decree ensure that the junior, conditional rights do not injure Greeley's water rights.

Vice Chairman Todd moved that the Board authorize filing a statement of opposition in Case No. 23CW3112 and for staff and legal counsel to seek resolution of issues raised by this case consistent with Water and Sewer Board Resolution No. 3-15. Seconded by Mr. Miller. Motion carries 7-0.

**11. Director's Report**

Sean Chambers provided a summary overview of several items of Board interest:

1. Northern Water Conservancy District Board fills vacancy and elects new president
2. Noteworthy month for water leaks, particularly in areas with 1960's era cast iron lines
3. City of Greeley and Colorado Water Industry Education and Advocacy Events Calendar
  - a. **CWCB's C-9 Statewide Water Basins Roundtable Summit** – November 14<sup>th</sup> Broomfield  
<https://engagecwcb.org/c9-summit>
  - b. **Northern Colorado Water Conservancy District's Fall Symposium** – Nov. 15<sup>th</sup> at the Embassy Suites – Loveland, CO

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<https://www.northernwater.org/NorthernWaterevents>

- c. **Colorado Ag Water Alliance Agricultural Water Summit** – Nov. 17-18<sup>th</sup> at Larimer Co. Fairgrounds, Loveland, CO  
[www.coagwater.org/summit](http://www.coagwater.org/summit)
- d. **West Greeley Conservation District Ag Symposium** – Nov. 29 – 30<sup>th</sup> at Island Grove Park, Greeley  
<https://www.wgcd.org/>
- e. **South Platte Basin Water Forum** – November 30<sup>th</sup> at Aims Community College Welcome Center  
<https://www.southplatteforum.org/>
- f. **Water Stewardship and Innovation Summit** – Dec. 4<sup>th</sup> Denver CO – Black & Vetch and Google collaboration  
Draft agenda is attached.
- g. **Colorado River Water User Association (CRWUA) Annual Meeting** – Dec. 13 – 15<sup>th</sup>  
<https://www.crwua.org/welcome.html>
- h. **Colorado Water Congress Annual Meeting & Legislative Breakfast** – Jan. 31- Feb 2<sup>nd</sup> at Aurora-Denver Conference Center  
<https://www.cowatercongress.org/advocacy/>

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

No other business was brought before the Board

16. **Adjournment**

Chairman Evans adjourned the meeting at 4:02 p.m.

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DocuSigned by:

*Harold Evans*

Harold Evans, Chairman

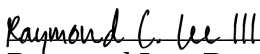
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DocuSigned by:



Raymond Lee, Board Secretary