



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}
- Stacey Aurzada, City Attorney: Legal_Services@greeleygov.com
 - Tyra Litzau, Finance Director: Tyra.Litzau@greeleygov.com
 - Raymond Lee, City Manager: CMO.Admin@greeleygov.com
 - John Gates, Mayor: via CityClerk@greeleygov.com
 - Heidi Leatherwood, City Clerk (Attest): Heidi.L Leatherwood@greeleygov.com

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

RE: August 2025 Board Meeting Minutes

Executive Summary:

Please see attached 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)

<input type="checkbox"/> City Council Ord./Res. #: _____ Date: _____	<input type="checkbox"/> Board or Commission (specify) <u>W&S Board</u> Date: <u>September 17, 2025</u>	<input type="checkbox"/> Other _____ Date: _____
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Contract Amount: N/A (if applicable)

Send all fully signed documents to City Clerk: CityClerks@greeleygov.com

**City of Greeley
Water and Sewer Board
Minutes of August 20, 2025
Regular Board Meeting**

Chairman Harold Evans called the Water and Sewer Board meeting to order at 2:00 p.m. on Wednesday August 20, 2025.

1. Roll Call

The Clerk called the roll and those in attendance included:

Board Members:

Chairman Harold Evans, Vice Chairman Mick Todd, Fred Otis, Tony Miller, Joseph Murphy, Matt Anderson, Cheri Witt-Brown (arrived at 3:20 pm) Mayor John Gates, Director of Finance Tyra Litzau, Deputy Director Rachel Flynn on behalf of City Manager Raymond Lee

Water and Sewer Department Staff:

Director Sean Chambers, Deputy Director of Utility Finance and Customer Service Erik Dial, Chief Engineer Adam Prior, Deputy Director of Water and Wastewater Operations and Maintenance Rebecca Andrus, Executive Assistant Gigi Allen, Utility Finance Manager Virgil Pierce, Tracy Simon, Deputy Chief Engineer Cadee Oakleaf, Civil Engineer III David Cummings, Water Enterprise Financial Analyst Crystal Sanchez

Legal Counsel:

Deputy City Attorney Jerrae Swanson, Senior Environmental and Water Resources Attorney Dan Biwer, Environmental and Water Resources Attorney I Jessie Raybon, Counsel to Water and Sewer Board Attorney Carolyn Burr

Guests:

Community member Cinque Mason, Dr. Michael Welsh from the University of Northern Colorado (arrived at 2:30 pm)

2. Approval of Minutes

Vice Chairman Todd made a motion, seconded by Mr. Murphy to approve the July 2025 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.

5. Utility Finance Second Quarter 2025 Update

Virgil Pierce reviewed the financial operations for Water and Sewer from January 1, 2025 to June 30, 2025 compared with the same period of 2024. Water rate revenue is 2% lower than in 2024 following a decrease in consumption of 3% in this time period. Sewer rate revenue is 8% higher than in 2024. PIF revenues are comparable with the same period year-to-year with comparable rates of development in the city though there has been an uptick in the redemption of Wingfoot Development Credits. Expenditures for both enterprises are comparable to the same period of 2024 and well within half of the annual budget (though internal transfers and payments have not been posted to date).

6. Approve and Recommend to City Manager Revised 2026 Budget

Virgil Pierce presented a new version of the 2026 operating budget to achieve a 5.5% rate increase for Water and ensure future rate increases for Sewer are kept manageable. The following changes have been made from the budget presented in July:

- W&S Facilities Program (the F Street Operations Building) is being postponed from 2027-2029 to 2029-2031.
- The planned Water Rights Purchase in 2026 is being scheduled for 2027.
- Additional operations savings were identified in both Water and Sewer reducing the ongoing budget.

The operating and capital budgets were prepared with an eye to the future, incorporating capital improvements from master plans, building the operational teams to meet the needs of a growing City, and meeting the high level of service expected when providing water and sanitary sewer services. The capital budgets meet the regulatory, rehabilitation, and long-range growth needs of the City's water and sewer services while being mindful of the rates that Greeley's citizens pay.

On average, residential water bills will increase approximately \$3.20/month and residential sewer bills will increase approximately \$2.00/month for a total water and sewer bill increase of \$5.20/month. The water PIF for a 3/4" tap will increase by \$1,900 to \$16,900 and the sewer PIF will increase by \$400 to \$9,050.

7. Customer Information System (CIS) Update

Erik Dial updated the Water and Sewer Board on the progress of the Customer information System project and the preparations for the upcoming Go-Live date.

8. Legal Report

Carolyn Burr, outside counsel for the Greeley Water & Sewer Board provided the Legal report for August.

Based on review of the June 2025 Water Division 1 Resume, staff and water counsel recommended that the Water and Sewer Board authorize filing statements of opposition by the end of August, 2025 to the following water court applications.

Case No. 25CW3077: This case concerns an application by North Weld County Water District for reasonable diligence for existing conditional rights of exchange originally decreed in Case No. 03CW421 for a number of exchanges utilizing NWCWD's 7.75 Water Supply and Storage Company shares as the source of substitute supply. The exchanges occur on the Cache la Poudre mainstem as well as its tributaries and impact numerous structures owned by Greeley or which Greeley has an operational interest, including the Overland Trail system, Milton Seaman Reservoir, Chambers Lake and City of Greeley Pipeline as examples. Applicant is not seeking to make any portion of any of the exchanges absolute. It is recommended that Greeley file a statement of opposition in this case to be fully informed of the current status of NWCWD's planned operation of the exchanges, to protect Greeley's water rights and infrastructure, and to assess adequacy of applicant's accounting for its claimed exchanges.

Case No. 25CW3088 Application of Central GMS for a finding of reasonable diligence and to make a portion of Bernhardt Reservoir on the Big Thompson River absolute. Central has a 3,000 a.f. storage right in Bernhardt Reservoir. They made 367 a.f. of that right absolute in 18CW3103. They are seeking to make an additional 140 a.f. absolute in this case. We recommend that Greeley file a statement of opposition in this case to ensure that Central GMS' absolute claim is accurate and verifiable.

Mr. Miller moved that the Board authorize filing statements of opposition in Case No. 25CW3077 and 25CW3088 and for staff and legal counsel to seek resolution of issues raised by these cases consistent with Water and Sewer Board Resolution No. 3, 2015. Mr. Otis seconded the motion. Motion carried 6 to 0.

9. Director's Report

Director Sean Chambers provided the Water & Sewer Board with a summary of water resource policy events, and an update on notable water utility activities. Updates on items included:

1. Water Industry Education and Advocacy Events
2. Laramie River – Neff Lake Pipeline Acquisition Update

3. Annual Board – Council Water Education & Infrastructure Tour

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

No other business was brought before the Board.

11. Adjournment

The meeting ended at 3:29 p.m.

DocuSigned by:
Harold Evans
9A5B721141FF419
Harold Evans, Chairman

DocuSigned by:
Raymond Lee
898FD074B15485
Raymond Lee, Board Secretary