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- TO:** W&S Board Chairman Harold Evans  
 {Select Recipients Below - See Signature Authority Requirements}
- Stacey Aurzada, City Attorney: [Legal.Services@greeleygov.com](mailto:Legal.Services@greeleygov.com)
  - Kirk Jones, Acting Finance Director: [Kirk.Jones@greeleygov.com](mailto:Kirk.Jones@greeleygov.com)
  - Brian McBroom, Acting City Manager: [CMO.Admin@greeleygov.com](mailto:CMO.Admin@greeleygov.com)
  - Dale Hall, 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, W&S Executive Assistant  
**ON BEHALF OF (If applicable):**  
 Initials of above: \_\_\_\_ (Must be first in signing order)

**RE:** April 2026 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 \_\_\_\_\_ 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&amp;S Board</u> Date: <u>5/20/26</u>	<input type="checkbox"/> Other _____ Date: _____
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**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 April 15, 2026  
Regular Board Meeting**

Chairman Harold Evans called the Water and Sewer Board meeting to order at 10:00 a.m. on Wednesday April 15, 2026.

**1. Roll Call**

The Clerk called the roll and those in attendance included:

Board Members:

Chairman Harold Evans, Vice Chairman Mick Todd, Fred Otis, Joseph Murphy, Tony Miller, Matt Anderson, Cheri Witt-Brown, Mayor Dale Hall, Acting City Manager Brian McBroom, Deputy Director of Finance Kirk Jones

Water and Sewer Department Staff:

Director Sean Chambers, Deputy Director of Water and Wastewater Operations and Maintenance Rebecca Andrus, Deputy Director of Water Resources Leah Hubbard, Chief Engineer Adam Prior, Executive Assistant Gigi Allen, Administrative Assistant IV Tracy Simon, Water Resource Operations Manager Brian Von Seggern, Water Resource Administrator I Eric Clark, Water Resource Administrator III Travis Gilbertson, Utility Finance Manager Virgil Pierce, Long Range Utility Planner Derek Hannon, Regional Water Affairs Project Manager Kelen Dowdy (joined at 10:18 am), Water Resource Planning Manager Matt Sparacino, Administrative Assistant III Katie Schaefer, Source Water Supply Manager Cole Gustafson, Water Resource Administrator III Randy Gustafson, Water Resource Administrator III – Project Manager Will Ettema, Water Resource Administrator II Morgan Effrein, Deputy Chief Engineer Cadee Oakleaf

Legal Counsel:

Deputy City Attorney Jerrae Swanson, Supervising Senior Environmental and Water Resources Attorney Dan Biwer, Environmental & Water Resources Attorney II Jessie Raybon, Outside Council to the Board Carolyn Burr (joined virtually at 11:10 am)

Guests:

Councilmember Deb DeBoutez, Communication Specialist II Cory Channell, City Treasurer Robert Miller, Deputy City Manager Bret Naber, Community Member Juan Guzman

**2. Approval of Minutes**

Ms. Witt-Brown made a motion, seconded by Mr. Murphy to approve the March 2026 Water and Sewer Board meeting minutes. The motion carried 7-0.

**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.

**5. Approval of 2026 Water Bond Resolution**

Virgil Pierce presented a resolution for the Water and Sewer Board to authorize and approve the issuance of water revenue bonds, Series 2026, in an aggregate principal amount of \$50,000,000 bearing interest at the rates and maturing on the dates in the amounts to be set forth in the final terms certificate, and on the terms and conditions provided in the bond ordinance. Terms of payment not to exceed 20 years and an interest rate not to exceed 5.25% in aggregate. Contained within the water capital program are a number of projects extending or rehabilitating the city's potable water transmission and distribution system, the non-potable water system, and purchasing additional water supplies through the acquisition program. These projects will be partially funded through bond revenues.

Mr. Miller moved that the Board approve a Resolution authorizing the issuance of Water Revenue Bonds and recommend the same to City Council. Vice Chairman Todd seconded the motion. The Motion carried 7-0.

**6. Approval of 2026 Sewer Bond Resolution**

Virgil Pierce presented a resolution for the Water and Sewer Board to authorize and approve the issuance of sewer revenue bonds, Series 2026, in an aggregate principal amount of \$50,000,000 bearing interest at the rates and maturing on the dates and amounts to be set forth in the final terms certificate, and on the terms and conditions provided in the bond ordinance. Terms of payment not to exceed 20 years and an interest rate not to exceed 5.25% in aggregate. Contained within the sewer capital program are a number of projects extending or rehabilitating the city's sanitary sewer, and upgrading or replacing assets at the Wastewater Treatment and Reclamation Facility that have reached the end of their useful life. These projects will be partially funded through bond revenues.

Vice Chairman Todd moved that the Board approve a Resolution authorizing the issuance of Sewer Revenue Bonds and recommend the same to City Council. Mr. Miller seconded the motion. The motion carried 7-0.

**7. Recommend to City Council Establishment of Local Improvement District 172334 (Construction of Greeley Mall Potable Water Infrastructure)**

Derek Hannon shared that the Water and Sewer Department (W&S) is proposing the creation of a Local Improvement District 172334 (LID) associated with the construction of potable water infrastructure to replace the existing non-compliant system that is privately owned and operated by Greeley Mall CO LLC (Owner).

The Owner has been made aware of the non-compliance on several occasions via email correspondence and formal notice letters. To date, the Owner has been continually non-responsive despite the City emphasizing the importance of this urgent public health concern. The City is accordingly left in the position of taking this corrective action to design and construct a replacement system to protect the public by providing safe and reliable domestic water service. The replacement system is under design with an estimated final completion date of August 3, 2026. Afterwards, W&S will publicly advertise to obtain competitive bids for construction. The Owner will be responsible for all associated costs for the improvements to their private water system. Such costs may include, without limitation, engineering design, administration, acquisition of easements, materials and construction for a compliant water system. The City will seek to recover all costs via the development of the LID.

Reimbursement for design fees will be based on a percentage of the linear feet of water main that will serve the Owner's property. Reimbursement for construction will be based on the actual cost of the improvements that will serve the Owner's property less any upsizing costs that the City may require.

Currently, the design fee is \$121,150 and the estimated construction cost is \$3,235,000. The estimated LID costs for design and construction are \$66,696 and \$3,073,250 respectively. Therefore, the total estimated LID assessment cost is \$3,139,946 and will be finalized after construction is completed.

Vice Chairman Mick Todd moved that the Water & Sewer Board approve and recommend to City Council adoption of an ordinance to establish Local Improvement District 172334 for the construction of replacement potable water infrastructure to serve the Greeley Mall Property in order to protect the health and welfare of the general public, in the form of the draft ordinance enclosed. Mr. Murphy seconded the motion. The motion carried 7-0.

**8. Approval and Declaration of Adequate Water Year**

Leah Hubbard discussed current water supplies and projections, and based on projected storage, staff recommend that the Board declare an Adequate Water Year with no additional watering restrictions and authorize staff to rent out available excess water supply, so long as the target storage volume of 21,300 acre-feet is maintained.

Vice Chairman Mick Todd moved to approve the staff recommendation of an adequate water year and that supplies are made available for rentals while assuring target storage does not fall below 21,300 acre-feet. Mr. Murphy seconded the motion. The motion carried 7-0.

**9. Integrated Water Resource Plan (IWRP) Annual Board Report**

Matt Sparacino talked through the key adaptive management plan actions taken every year and the data used to support any recommendations. Despite recent customer growth of 1.4 to 1.57%, demands in 2025 remained flat. Per capita water use was also flat around 88 gpcd. For WY 2026 to date, temperatures have been 5 to 8 degrees above the long-term average and snowpack has been historically low. While these are indicators of stress, our overall system is most aligned with our Continued Trends planning scenario. Conditions will be carefully monitored throughout the year and will be adapted accordingly.

**10. Update on Proposed Land Exchange with US Forest Service**

Cole Gustafson provided an update on a proposed land exchange between the City of Greeley and the United States Forest Service (USFS). Water and Sewer staff, in coordination with Legal, have been working with the USFS and congressional representatives to advance this exchange through the federal legislative process. The proposal involves trading an approximately 40-acre City-owned parcel located just south of the Kelly Flats Campground in the Poudre Canyon for an approximately 78-acre USFS-owned parcel situated directly south of Greeley's Milton Seaman Reservoir. The City and the USFS have discussed this potential exchange for more than two decades. In mid-2025, Water and Sewer staff were informed that a legislative pathway had become available to complete the transaction. In September 2025, staff coordinated with the USFS and Representative Gabe Evans' office to formally initiate the legislative process.

**11. Legal Report**

This report was provided by James Noble of Welborn Sullivan Meck & Tooley, P.C., outside counsel for the Greeley Water & Sewer Board, and Daniel Biwer, Senior Environmental and Water Resources Attorney with the Greeley City Attorney's Office. Mr. Biwer presented the report.

Mr. Biwer Reported that based on the review of the February 2026 Water Court Resume in Div. 1, staff and water counsel do not recommend filing statements of opposition to any new water court applications in the month of April, 2026.

**12. Director's Report**

The Director provided the Water & Sewer Board with a summary of water resources and utility policy events, and updated the Board on notable utility activities.

Cheri Witt-Brown left the meeting at 11:40 am

**13. 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.

**14. Executive Session**

Chairman Evans moved that the Board adjourn the public portion of this April 15, 2026 Water and Sewer Board meeting and hold an executive session to address the following matters as provided by C.R.S. § 24-6-402(4)(b) and (e) and Greeley Municipal Code § 2-151(a)(2) and (5):

1. For the purposes of obtaining legal advice, determining positions relative to matters that may be subject to litigation or negotiations, developing strategy for litigation or negotiations, and instructing negotiators on matters related to Case No. 25CV30355 (City of Greeley v. Town of Windsor); and Tony Miller seconded the motion.

Roll call was taken and those present were:

Chairman Evans, Vice Chairman Todd, Tony Miller, Cheri Witt-Brown, Matt Anderson, Joe Murphy, Fred Otis, Interim City Manager Brian McBroom, Director of Finance Kirk Jones, Mayor Dale Hall

Others Present during Executive Session:

Director Sean Chambers and Chief Engineer Adam Prior

Legal Counsel present during Executive Session:

Deputy City Attorney Jerrae Swanson, Supervising Senior Environmental & Water Attorney Daniel Biwer, Environmental & Water Resources Attorney Jessie Raybon

**15. Adjournment**

The Public Session of the meeting ended at 11:43 am.

Jerrae Swanson left the Executive Session portion of the meeting at 12:02 pm and Adam Prior left at 12:06 pm.

City of Greeley  
Water and Sewer Board

April 15, 2026  
Board Minutes

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The Executive Session portion of the meeting ended at 12:20 pm.

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DocuSigned by:  
*Harold Evans*  
9A5B721D-2FF49F  
Harold Evans, Chairman

Signed by:  
*Brian K McBroom*  
Brian McBroom, Board Secretary

### Certificate Of Completion

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Brian K McBroom  
 Brian.McBroom@greeleygov.com  
 City Manager  
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