

City of Loveland
Meeting of the Construction Advisory Board
April 26th, 2017
City Council Chambers
500 East 3rd Street
6:00 PM

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- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES: December 7, 2016**

Anyone in the audience will be given time to speak to any item on the Agenda. Please ask for that item to further discuss. You will be given an opportunity to speak to the item before the CAB acts upon it.

Anyone making a comment during any portion of tonight's meeting should come forward to a microphone and identify yourself after being recognized by the Chairperson.

Please do not interrupt other speakers. Side conversations should be moved outside the Council Chambers. Please limit your comments to no more than ten minutes.

- IV. CITIZEN COMMENTS**
- V. REPORTS:**
 - a. Board/Commission Members**
 - b. City Council Liaison, John Fogle**
 - c. Chief Building Official, John Schumacher**

- VI. REGULAR AGENDA:**
 - a. Kim Frick – Water – Code Changes to Hydrozone process**
 - b. Kim Fentress-Power-Requirements for Electrical Service**
 - c. Jason Baker-Temporary Electric Meter discussion**

- VII. AJOURNMENT**

City of Loveland Construction Advisory Board
Meeting Minutes
December 7, 2016

Roll Call:

Board Members Present: Jason Baker, Andrew Ross, Blaine Rappe, Christopher Rosenberger, Jon Rudolph, Bob Dehn, Adam Trainor

Board Members Absent: Roger Lewis

City Staff Members Present: Theresa Campbell, Shana Zimmerschied, Ashley Iverson

City Council Members Present: None

I. Call to Order: Christopher Rosenberger called the meeting to order at 6:01 PM

II. Approval of Minutes:

Motion to approve October 26, 2016 meeting minutes made by Jason Baker, seconded by Andrew Ross. Motion passed unanimously.

III. Citizen Comments

- a. None

IV. Reports

- a. **Board and Commission Members:** None
- b. **Council Liaison:** None
- c. **Staff:** None

V. Regular Agenda

- a. John Schumacher, Chief Building Official - Elections of Chair/Vice Chair – Christopher Rosenberger is nominated and elected Chair. Blaine Rappe is nominated and elected Vice Chair
- b. John Schumacher, Chief Building Official – Drinking Fountain Discussion – There was a recap of this issue as it was on the previous agenda but had no conclusion. Direction was made to John to make a revision to the code for M and B occupancies of exemption for 0-35 occupant load and 36-100 occupant load would allow a bottle filler.
- c. John Schumacher, Chief Building Official – Discussion of Policy of Acceptance of Engineer Letter – Engineered letters will only be accepted for inspections that current building inspectors are not fully qualified to perform.
- d. Jon Rudolph, CAB Board Member – Discussion of previously passed inspection items – This item was discussed and resolved via email prior to this meeting.

VI. Other Business:

VII. Adjournment:

A motion was made by Adam Trainor and seconded by Blaine Rappe to adjourn the meeting at 7:55 PM. The motion passed unanimously.

Attachment A

Item 7, Attachment A – Proposed redline revision to Section 19.06.050 of Loveland Municipal Code

19.06.050 Irrigation subject to Hydrozone water budget.

- A. The purpose of this program is to protect the city's water resources by encouraging the design, installation, and maintenance of water-efficient landscapes in which plantings are grouped by hydrozone and are subject to a water budget. For information regarding water-efficient landscape requirements, see section 4.10 of the Site Development Performance Standards and Guidelines the city's performance standards and design guidelines for the development and redevelopment of property currently in effect. .
- B. Participation in the program is voluntary. Irrigators must meet the requirements of section 4.10 of the Site Development Performance Standards city's performance standards and Guidelines design guidelines for the development and redevelopment of property in effect at the time the irrigator elects to participate in the program, and demonstrate a twenty-five percent reduction in water use from traditional bluegrass landscapes as set forth in Subsection DE 1. below. Irrigators who do so shall be entitled to a reduced water rights requirement as set forth in Subsection EE. below and may incur lower system impact fees resulting from reduced meter sizes necessary to irrigate their landscapes.
- C. Hydrozone agreement required. All participants in the program who join the program on or after June 1, 2017 shall execute a Hydrozone Agreement signed by the director. The agreement must be executed prior to the issuance of an irrigation tap. Such agreement will include the requirements of the Hydrozone program, including the water rights payments that will be required if the water budget is exceeded for five consecutive years under the provisions of this subsection 19.06.050. The Hydrozone Agreement must specifically reference the legal descriptions of land involved in the Hydrozone program, and the City shall record the agreement with the Larimer County Clerk and Recorder. The obligations under the agreement will run with the land and carry forward to all new owners, including homeowners' associations or special districts or any other legal entity in ownership. It is the responsibility of the current owner to advise new owners about the Hydrozone program and the potential monetary penalties for exceeding the water budget for a particular year and for the water rights payments that may be required for exceeding the water budget for five consecutive years.
- D. Soil Amendments. Every participant must install soil amendments appropriate to the particular hydrozone landscape plans and the native soils of the site, unless such soil amendments are deemed unnecessary based on soil testing results or the informed opinion of a professional engineer, licensed landscape architect, or other qualified landscaping professional. Prior to the issuance of a hydrozone irrigation tap, a participant must execute and submit to the city a soil amendment affidavit, in a form approved by the director, describing the soil amendments installed to each area of the landscape or attesting to an informed opinion or soil testing results that soil amendments were unnecessary for the particular landscape or areas of the landscape.
- E. Areas to be irrigated with treated city water by use of a dedicated hydrozone irrigation meter subject to a water budget shall be required to provide the following water rights, which are calculated based on the maximum gallons per square foot per year required by each hydrozone:

Hydrozone	Maximum Gallons Used Per Square Foot Per Year	Acre-feet of Water Due Per Acre
High water need	20	3
Moderate water need	<u>40</u> 12	<u>1.5</u> 8
Low water need	<u>3.6</u>	<u>.50</u> 6
Very low water need	0	0

~~D~~Note: the above requirements for moderate and low water need hydrozones may vary from the irrigation requirements identified in the city's performance standards and design guidelines for moderate and low water plant irrigation needs.

F. Hydrozone Water budget.

1. The city will calculate the water budget based on the maximum gallons to be used per square foot per year by each applicable hydrozone irrigated through a dedicated irrigation meter in accordance with the table set forth in Subsection CE. If the calculation does not demonstrate a twenty-five percent reduction in water use from traditional bluegrass landscapes, the irrigator may not participate in the program and must pay the water rights set forth in Section 19.06.040.
2. An irrigator may obtain an increase in his or her annual water budget by providing additional water rights to the city, if approved by the director, and if such increased annual water budget will remain at or below a twenty-five percent reduction in water use from traditional bluegrass landscapes. Such additional water rights may be provided through application of water bank credit or paying the cash-in-lieu price pro rata per additional acre-foot of water provided to the city. The revised annual water budget will be calculated in accordance with the formula in Section 19.06.050.E, and the parties of interest shall execute an amendment to the Hydrozone agreement to be recorded by the City with the Larimer County Clerk and Recorder.

23. Failure to meet annual water budget.

- a. Irrigators who exceed their established annual water budget shall pay the following surcharge:

Water Consumed	Surcharge
0% to 100% of annual budget	No surcharge
101% to 150% of annual budget	1 x base irrigation rate
151% to 200% of annual budget	2 x base irrigation rate
201% + of annual budget	4 x base irrigation rate

- b. Irrigators who exceed their established annual water budget by an amount more than five percent (5%) of the total annual water budget in threefive consecutive years shall be required to provide full water rights according to the following formula:
(water rights required pursuant to Section 19.06.040) – (water rights previously paid using the water budget calculation set forth in 19.06.050)
Water rights due pursuant to this section shall be paid within sixty days of the date of invoice, unless alternative arrangements for payment have been approved by the director. Any unpaid amounts may be subject to lien in accordance with Section 13.04.290 or collected in any other manner permitted by law.
- c. Irrigators may voluntarily elect to leave the program by providing a full water rights payment as calculated above.
- d. The amount owed as an annual surcharge for exceeding the water budget in a particular year may be paid towards satisfying the water rights payment if an irrigator desires to voluntarily leave the hydrozone program after that particular year, or becomes ineligible for the program as a result of exceeding the water budget for five consecutive years. Surcharges from previous years cannot apply towards satisfying a required water rights payment under this subsection.

G. Establishment period and replacing or redesigning hydrozone landscapes.

1. The city recognizes that new landscapes require more water ~~until~~when they are initially being established. Therefore, ~~irrigators of new landscapes shall~~the first two years after hydrozone

meter activation will be a grace period not be subject to the surcharge set forth in Subsection 2. Subsection 3.a., nor shall such irrigation count toward the ~~three~~five years provided for in Subsection 2.b., subsection 3.b. The two-year grace period shall be calculated as follows:

- a. If meter activation is before July 1: the grace period shall run for the then-current calendar year ~~(if plus the next calendar year)~~
- b. If meter activation is ~~before August~~after July 1) ~~or the~~: the grace period shall run for the then-current calendar year plus the next ~~calendar year (if meter activation is on or after August 1).~~ For the purposes of this section, “two calendar year” shall mean January 1 through December 31.~~years~~

2. Irrigators who already participate in the program but who will be replacing or redesigning a landscape may apply for a one-year exemption period, to be approved by the director, that will not be subject to the surcharge set forth in Subsection 2.a., and will not count as one of the five consecutive years which could trigger a full water rights payment per Subsection 2.b. The application for a one-year exemption period for replaced or redesigned landscape must include a detailed description of the proposed replaced or redesigned landscape, receipts for soil amendments and/or new plantings, photographs, and/or other extrinsic evidence that justifies a one-year exemption period. Irrigation of any redesigned or replaced landscape must not exceed the original annual water budget, or additional water rights may be due. Such exemption period must be requested before July 1 of the particular year for which a landscape will be replaced or redesigned.

~~E.H. An~~ Irrigators that has previously provided the full water rights requirement for a traditional irrigation meter that ~~who~~ chooses to retrofit ~~designs~~its irrigation meter by redesigning its ~~their~~ landscapes to meet the requirements of this section and the city’s performance standards and design guidelines for the development and redevelopment of property then in effect ~~section 4.10 of the Site Development Performance Standards and Guidelines~~ shall be entitled to the following credit and refund:

1. Credit in the city’s water bank equal to the difference between the water rights paid and the water rights due under Subsection ~~D.F.~~ Said credit shall be described in acre-feet of water. Storage fees applicable to said credit shall be considered paid in full.
2. Refund of system impact fees as set forth in Section 13.04.033.

I. The director may approve a variance from the requirements of this section 19.06.050 if circumstances exist to justify such a variance.

-----End of Title 19 -----

Attachment B

FIRST READING: May 2, 2017

SECOND READING: _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 19.06.050 OF THE LOVELAND MUNICIPAL CODE REGARDING THE HYDROZONE WATER BUDGET IRRIGATION PROGRAM

WHEREAS, Section 19.06.050 of the Loveland Municipal Code describes the City of Loveland's ("City's") "Hydrozone Program," whereby an entity may voluntarily commit to design, install, and maintain water-efficient landscapes in exchange for a reduced water rights requirement owed to the City for an irrigation meter that will be subject to an annual irrigation water budget; and

WHEREAS, on August 21, 2007, by Ordinance #5475, the City Council for the City of Loveland, Colorado (the "City Council") created the Hydrozone Program in order to protect the City's raw water resources through encouraging the design, installation, and maintenance of water efficient landscapes; and

WHEREAS, after nearly ten years of operation of the Hydrozone Program, Staff of the City's Water and Power Department recommend numerous amendments to the Hydrozone Program at Section 19.060.050 based on operational experience and discussions with and feedback from Hydrozone Program participants in order to ensure the continued success of the program; and

WHEREAS, City Council desires to amend Section 19.06.050 to address operational concerns and issues identified by City Staff and Hydrozone Program participants and to continue encouraging the design, installation, and maintenance of water-efficient landscapes for new development or redevelopment in order to protect the City of Loveland's water resources; and

WHEREAS, the Loveland Utilities Commission recommends that City Council approve the amendments to Section 19.06.050 as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOVELAND, COLORADO:

Section 1. That Section 19.060.050 of the Loveland Municipal Code is hereby repealed in its entirety and re-enacted to read as follows:

19.06.050 Irrigation subject to Hydrozone water budget.

- A. The purpose of this program is to protect the city's water resources by encouraging the design, installation, and maintenance of water-efficient landscapes in which plantings are grouped by hydrozone and are subject to a water budget. For information regarding

water-efficient landscape requirements, see the city's performance standards and design guidelines for the development and redevelopment of property currently in effect. .

- B. Participation in the program is voluntary. Irrigators must meet the requirements of the city's performance standards and design guidelines for the development and redevelopment of property in effect at the time the irrigator elects to participate in the program, and demonstrate a twenty-five percent reduction in water use from traditional bluegrass landscapes as set forth in Subsection F.1. below. Irrigators who do so shall be entitled to a reduced water rights requirement as set forth in Subsection E. below and may incur lower system impact fees resulting from reduced meter sizes necessary to irrigate their landscapes.
- C. **Hydrozone agreement required.** All participants in the program who join the program on or after June 1, 2017 shall execute a Hydrozone Agreement signed by the director. The agreement must be executed prior to the issuance of an irrigation tap. Such agreement will include the requirements of the Hydrozone program, including the water rights payments that will be required if the water budget is exceeded for five consecutive years under the provisions of this subsection 19.06.050. The Hydrozone Agreement must specifically reference the legal descriptions of land involved in the Hydrozone program, and the City shall record the agreement with the Larimer County Clerk and Recorder. The obligations under the agreement will run with the land and carry forward to all new owners, including homeowners' associations or special districts or any other legal entity in ownership. It is the responsibility of the current owner to advise new owners about the Hydrozone program and the potential monetary penalties for exceeding the water budget for a particular year and for the water rights payments that may be required for exceeding the water budget for five consecutive years.
- D. **Soil Amendments.** Every participant must install soil amendments appropriate to the particular hydrozone landscape plans and the native soils of the site, unless such soil amendments are deemed unnecessary based on soil testing results or the informed opinion of a professional engineer, licensed landscape architect, or other qualified landscaping professional. Prior to the issuance of a hydrzone irrigation tap, a participant must execute and submit to the city a soil amendment affidavit, in a form approved by the director, describing the soil amendments installed to each area of the landscape or attesting to an informed opinion or soil testing results that soil amendments were unnecessary for the particular landscape or areas of the lanscape.
- E. Areas to be irrigated with treated city water by use of a dedicated hydrozone irrigation meter subject to a water budget shall be required to provide the following water rights, which are calculated based on the maximum gallons per square foot per year required by each hydrozone:

Hydrozone	Maximum Gallons Used Per Square Foot Per Year	Acre-feet of Water Due Per Acre
High water need	20	3
Moderate water need	12	1.8
Low water need	3.6	0.6
Very low water need	0	0

Note: the above requirements for moderate and low water need hydrozones may vary from the irrigation requirements identified in the city's performance

standards and design guidelines for moderate and low water plant irrigation needs.

F. Hydrozone Water budget.

1. The city will calculate the water budget based on the maximum gallons to be used per square foot per year by each applicable hydrozone irrigated through a dedicated irrigation meter in accordance with the table set forth in Subsection E. If the calculation does not demonstrate a twenty-five percent reduction in water use from traditional bluegrass landscapes, the irrigator may not participate in the program and must pay the water rights set forth in Section 19.06.040.
2. An irrigator may obtain an increase in his or her annual water budget by providing additional water rights to the city, if approved by the director, and if such increased annual water budget will remain at or below a twenty-five percent reduction in water use from traditional bluegrass landscapes. Such additional water rights may be provided through application of water bank credit or paying the cash-in-lieu price pro rata per additional acre-foot of water provided to the city. The revised annual water budget will be calculated in accordance with the formula in Section 19.06.050.E, and the parties of interest shall execute an amendment to the Hydrozone agreement to be recorded by the City with the Larimer County Clerk and Recorder.
3. Failure to meet annual water budget.
 - a. Irrigators who exceed their annual water budget shall pay the following surcharge:

Water Consumed	Surcharge
0% to 100% of annual budget	No surcharge
101% to 150% of annual budget	1 x base irrigation rate
151% to 200% of annual budget	2 x base irrigation rate
201% + of annual budget	4 x base irrigation rate

- b. Irrigators who exceed their annual water budget by an amount more than five percent (5%) of the total annual water budget in five consecutive years shall be required to provide full water rights according to the following formula:
(water rights required pursuant to Section 19.06.040) – (water rights previously paid using the water budget calculation set forth in 19.06.050)
Water rights due pursuant to this section shall be paid within sixty days of the date of invoice, unless alternative arrangements for payment have been approved by the director. Any unpaid amounts may be subject to lien in accordance with Section 13.04.290 or collected in any other manner permitted by law.
 - c. Irrigators may voluntarily elect to leave the program by providing a full water rights payment as calculated above.
 - d. The amount owed as an annual surcharge for exceeding the water budget in a particular year may be paid towards satisfying the water rights payment if an irrigator desires to voluntarily leave the hydrozone program after that particular year, or becomes ineligible for the program as a result of exceeding the water budget for five consecutive years. Surcharges from previous years cannot apply towards satisfying a required water rights payment under this subsection.

G. Establishment period and replacing or redesigning hydrozone landscapes.

1. The city recognizes that new landscapes require more water when they are initially being established. Therefore, the first two years after hydrozone meter activation will be a grace period not subject to the surcharge set forth in subsection 3.a., nor shall such irrigation count toward the five years provided for in subsection 3.b. The two-year grace period shall be calculated as follows:
 - a. If meter activation is before July 1: the grace period shall run for the then-current calendar year plus the next calendar year
 - b. If meter activation is after July 1: the grace period shall run for the then-current calendar year plus the next two calendar years
 2. Irrigators who already participate in the program but who will be replacing or redesigning a landscape may apply for a one-year exemption period, to be approved by the director, that will not be subject to the surcharge set forth in Subsection 2.a., and will not count as one of the five consecutive years which could trigger a full water rights payment per Subsection 2.b. The application for a one-year exemption period for replaced or redesigned landscape must include a detailed description of the proposed replaced or redesigned landscape, receipts for soil amendments and/or new plantings, photographs, and/or other extrinsic evidence that justifies a one-year exemption period. Irrigation of any redesigned or replaced landscape must not exceed the original annual water budget, or additional water rights may be due. Such exemption period must be requested before July 1 of the particular year for which a landscape will be replaced or redesigned.
- H. An irrigator that has previously provided the full water rights requirement for a traditional irrigation meter that chooses to retrofit its irrigation meter by redesigning its landscapes to meet the requirements of this section and the city's performance standards and design guidelines for the development and redevelopment of property then in effect shall be entitled to the following credit and refund:
1. Credit in the city's water bank equal to the difference between the water rights paid and the water rights due under Subsection F. Said credit shall be described in acre-feet of water. Storage fees applicable to said credit shall be considered paid in full.
 2. Refund of system impact fees as set forth in Section 13.04.033.
- I. The director may approve a variance from the requirements of this section 19.06.050 if circumstances exist to justify such a variance.

Section 2. That as provided in City Charter Section 4-9(a)(7), this Ordinance shall be published by title only by the City Clerk after adoption on second reading unless the Ordinance has been amended since first reading in which case the Ordinance shall be published in full or the amendments shall be published in full. This Ordinance shall be in full force and effect ten days after its final publication, as provided in City Charter Section 4-8(b).

ADOPTED this ____ day of _____, 2017.

Cecil A. Gutierrez, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:



Assistant City Attorney

CONSTRUCTION ADVISORY BOARD

MEETING DATE: 4/26/2017
SUBMITTED BY: Larry Howard & Kim Frick
STAFF TITLE: Senior Civil & Staff Engineer



ITEM TITLE:

Proposed Amendments to Title 19, Hydrozone Code

DESCRIPTION:

For entities desiring an irrigation water meter for a new development, the City of Loveland has two raw water payment options described in Loveland Municipal Code: (1) pay 3 acre-feet (AF) of water rights per acre of lands to be irrigated; or (2) pay a reduced amount of water rights based on a proposed hydrozone landscaping plan of low-water use plantings and commit to a future “water budget” based on a reasonable amount of water for the plan.

This second choice is called the Hydrozone program, and a user can elect to join the program if their landscaping plan demonstrates at least a 25% reduction in water use from the standard 3 AF per acre. Water users who elect to join the program become subject to staying under the annual water budget that was specifically calculated for their landscape plan. If they exceed that budget “annual surcharge” bills are sent to owners; if they exceed the budget for 3 consecutive years they are no longer eligible for the program, and must provide additional water rights (or cash-in-lieu) to the City in an amount based on the difference between the amount paid per the Hydrozone program and the amount due under the full, 3 AF-per acre calculation.

After several years of operation, approximately thirty customers have joined the program. The interest in the program grows as the price of water rights continues to increase, City Staff have identified a number of issues with implementation and operation of this program. The revisions to the Municipal Code proposed here are based on the City’s experience in operating and enforcing the program, complaints and suggestions from existing participants, and discussions with other City departments.

SUMMARY:

The Hydrozone program was designed to incentivize water-efficient landscapes and to encourage water conservation by new development, while allowing the developer or landowner the ability to reduce the water rights payment to the City and lower the SIF if a smaller diameter tap can be used. These proposed Municipal Code revisions will help the operation and management of the program while continuing to allow new development to commit to water-efficient landscaping and a reduced water rights payment.

Implementation of this program has shown there is a disconnect between the developer that signs up for the Hydrozone program and who pays the reduced water rights, and the entity that eventually bears the responsibility and penalties of compliance—usually homeowners’ associations (HOAs) and special districts. To help address this issue, the City proposes to require execution of a formal Hydrozone Agreement with the landowner or developer that describes the implications and duties of the program and the potential monetary penalties for exceeding the annual water budget. This agreement will be recorded with Larimer County, will show up in title commitments, and will carry forward with the real property. The City also proposes to require current landowners to notify the program requirements to any new owners. The agreement will also describe best management practices for low-water landscapes, such as adding soil amendments before installing turf and installation of a master valve that will shut down the system if a leak is detected. Based on communication from existing participants, undiscovered leaks have been a major issue in complying with the water budget.

Other proposed changes to the program in the Municipal Code are to create an initial grace period of two years instead of one year, to adequately give the participant the necessary time to establish their new landscape. Participants will not be billed at the “surcharge” rate during time in the grace period. The revisions would also allow a participant to request for a one-year “exemption” period when the participant replants or redesigns their landscape and they need to irrigate more heavily that year.

Another proposed change is to allow five years of consecutive over-use of water before participants are involuntarily removed from the program and subject to full water rights payment, rather than the current three years. This gives participants a better chance to stay on the program and to work with City Staff and landscape professionals to ensure that they can succeed in staying within their annual water budget.

Based on the City’s experience in managing the program, many participant water users do not have the “ability to pay” the financial penalties designed to encourage compliance with the water budget. For reference, the surcharge bills sent to them may be larger than their annual HOA budgets, and a full water rights payment is overwhelming to their budgets.



An additional proposed revision would be to create an intermediate step of buying another increment of water rights to add additional water to the irrigation budget. The participant would not be immediately pushed to the full 3 AF per acre of water rights due. However, they could buy another 100,000 gallons if they think that amount would suit their landscape and management (often, the initial estimate based on the landscape plan varies from the as-built reality, and this would allow adjustment). Allowing these incremental water budget increases may be the difference between a participant succeeding or failing in their water budget. This creates a cost-effective solution.

City Staff also proposes to add 20% more water to the “moderate water” need category, which would change the number from 10 to 12 gallons per square foot and to the “low water” category, which would change from 3 to 6 gallons per square foot for new installations. By changing these calculations, the City would collect an additional increment of water rights up front from a participant, and thereby increasing the amount of water to the participant’s irrigation budget as an additional buffer to succeed in the program.

RECOMMENDATION:

Approve a motion recommending that the City Council for the City of Loveland approve the proposed revisions to Section 19.06.050 of the Loveland Municipal Code, as shown in the attached proposed ordinance or as revised in form and substance as necessary.

ATTACHMENTS:

-  Attachment A: Proposed redline revisions to Loveland Municipal Code Section 19.06.050.
-  Attachment B: Draft ordinance revising Loveland Municipal Code Section 19.06.050.

ITEM TITLE:**Updates to the Requirements of Electric Service Book & Aggregated Metering Pilot****DESCRIPTION:**

Overview of changes to the Requirements of Electric Service Book. These changes will be presented to Construction Advisory Board (CAB) on April 26, 2017 before we ask City Council for approval on first reading on May 16, 2017.

SUMMARY:

The Requirements for Electric Service Book sets the standards and requirements that must be met by developers and customers prior to receiving electric services from the City of Loveland Water and Power Department. These standards apply to all new installations, additions or modifications of existing installations. The standards are reviewed and updated as needed to comply with changes to national standards, changes to work practices and operations as well as changes needed to improve safety and reliability of the system. The last update to this document was completed in 2010. The Power Division held two public meetings, one on March 16, 2017 and another on March 20, 2017. The purpose of these meetings was to allow contractors and developers to review the proposed changes to the book and the proposed aggregated metering pilot program and solicit feedback.

The following is a list of substantial changes made to the book in the order they appear:

Title Table of Contents, Foreword

- Updated all links, referenced latest year all national standards and code documents

Section 1 - General

- Clarified language for underground to overhead conversion to be consistent with Municipal Code
- Added 811 "Call Before You Dig" reference
- Clarified response times (hours to working days)

Section 2 - Temporary Service

- Added lever bypass requirement to temporary meter installations
- Clarified that meter location must be external to a building as described in the Municipal Code

Section 3 - Residential

- Revision to language on the process for design, estimation of costs and construction to clarify who is responsible for payment and the timing of payment to be consistent with Municipal Code
- Clarified when second meter is allowed on a residential lot. A second meter is only allowed on residentially occupied structures
- Adoption of the piloted program for installation of residential underground services. The pilot allowed the developer/owner to install the conduit for the service wire from transformer or handhole at the edge of the property to the side of the home. This has saved the developer/owner time and money.

- Added clarification to the language on the process for design, estimation of costs and construction for new subdivisions to clarify on who is responsible for payment, the timing of payment and construction
- Updated drawings with additional dimensions and clarifications

Section 4 - Commercial and Industrial

- Added requirements for easements and clarification to the language on the process for design, estimation of costs and construction to be consistent with Municipal Code
- Added clarification on the instrument transformers and associated equipment to provide info on what is City furnished and what is furnished by the developer/customer

Section 5 - Trenching

- Added clarification on compaction requirements, separation of conduits, and separation between other utilities

Section 6 - Metering

- Added meter socket specifications
- Clarified service location and point of demarcation
- Clarified meter access requirements
- Removed flex metering to be replaced with aggregated metering pilot program (See “Aggregate Metering Pilot Program” paragraph below)

Section 7 – Meter Socket Connections

- Updated drawings for clarity

Section 8 - Clearances

- Clarified clearances and mechanical specifications for equipment to make it easier to understand

Section 9 - Interconnection Agreement

- Overhaul of interconnection standards to be compliant with new technologies and national code requirements

Aggregate Metering Pilot Program



- The Power Division is discontinuing the flex metering option and it is being replaced with the Aggregate Metering Pilot Program. The flex metering program was discontinued due to problems with incorrect billings to customers and safety concerns for City staff. With flex metering, the wires within the individual tenant spaces could easily become crossed with wires from one unit being connected to the wrong meter. This has resulted in some customers paying for some of their neighbor’s electrical usage without knowing it. In addition, we have customers that are not on the correct rate because the existing metering infrastructure does not allow for accurate meter aggregation. Lastly, staff is not certain that power has been disconnected within a unit making this a dangerous situation for City staff and the public.
- The Power Division stopped allowing flex metering in 2016 and had been requiring tenants to combine meters when occupying multiple spaces. We have received complaints that this requirement was burdensome for development, very costly for the customers and would have to be reversed if the spaces were split again. These costs have been reported to be between \$10,000 - \$15,000 per unit.

- The intent of the pilot for aggregated metering is to allow the Power Division to test if the City can eliminate billing errors, assess cost savings for the customer and the utility and address safety concerns from staff before incorporating the program into Code. The Power Division will be using advanced metering to accurately aggregate the meters for billing. The Power Division is also working with the Building Department to institute a new inspection requirement with the building permit that requires verification of the meter to ensure that cross wiring is not taking place.

RECOMMENDATION:

Adopt a motion recommending that the City Council approve a resolution adopting the amended standards as required currently by 16.24.012. Additionally, recommend that City Council amend the Code by adopting an ordinance making the electric development standards adoption the same for power as for the water and wastewater development standards, found in Chapter 16.24.

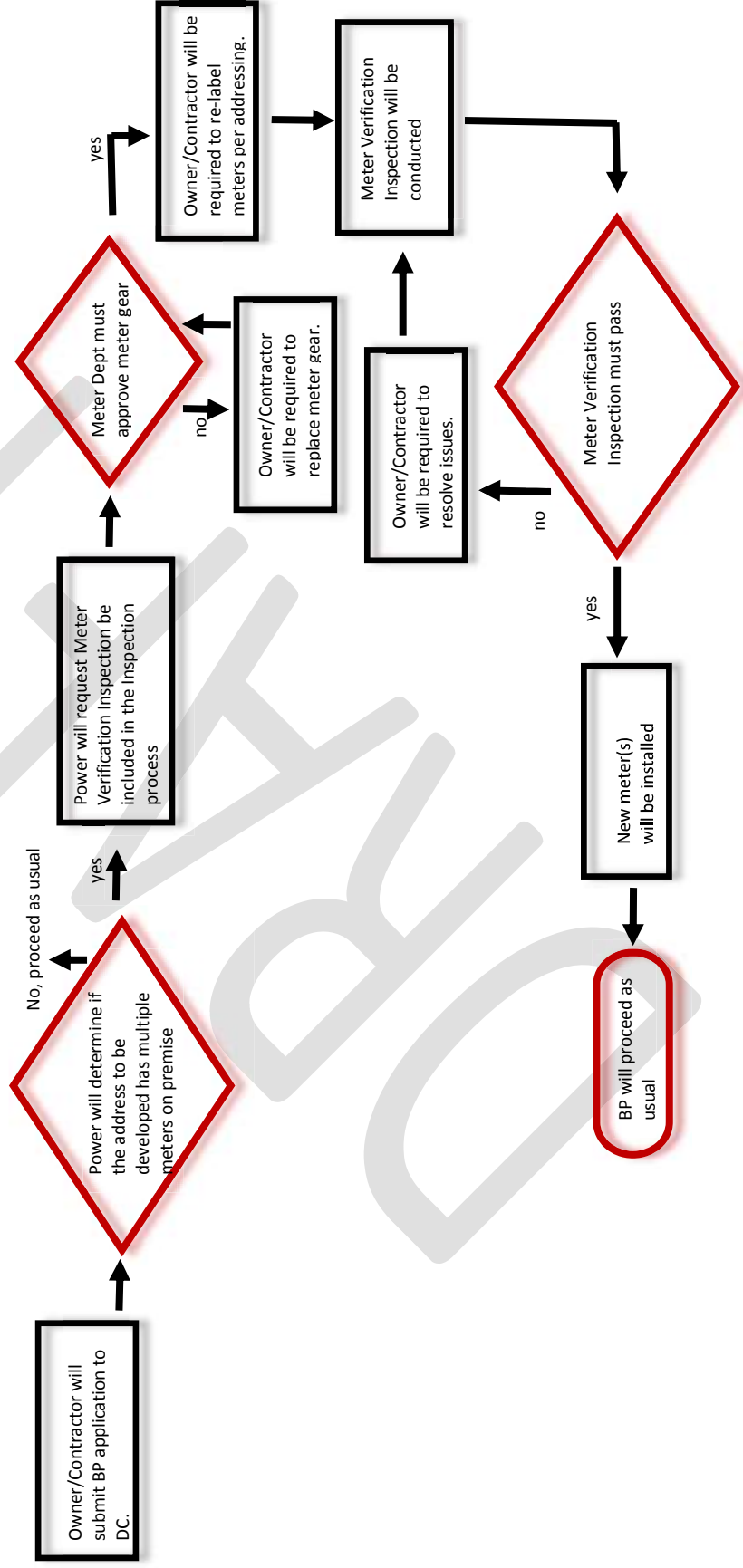
ATTACHMENTS:

-  Attachment A: 2017 Draft Version of the Requirements for Electric Service
(Due to size, this was printed as a separate book from the LUC packet and is also available on-line at <http://www.cityofloveland.org/home/showdocument?id=34295>)
-  Attachment B: Aggregate Metering Pilot Program Flow Chart

Attachment B

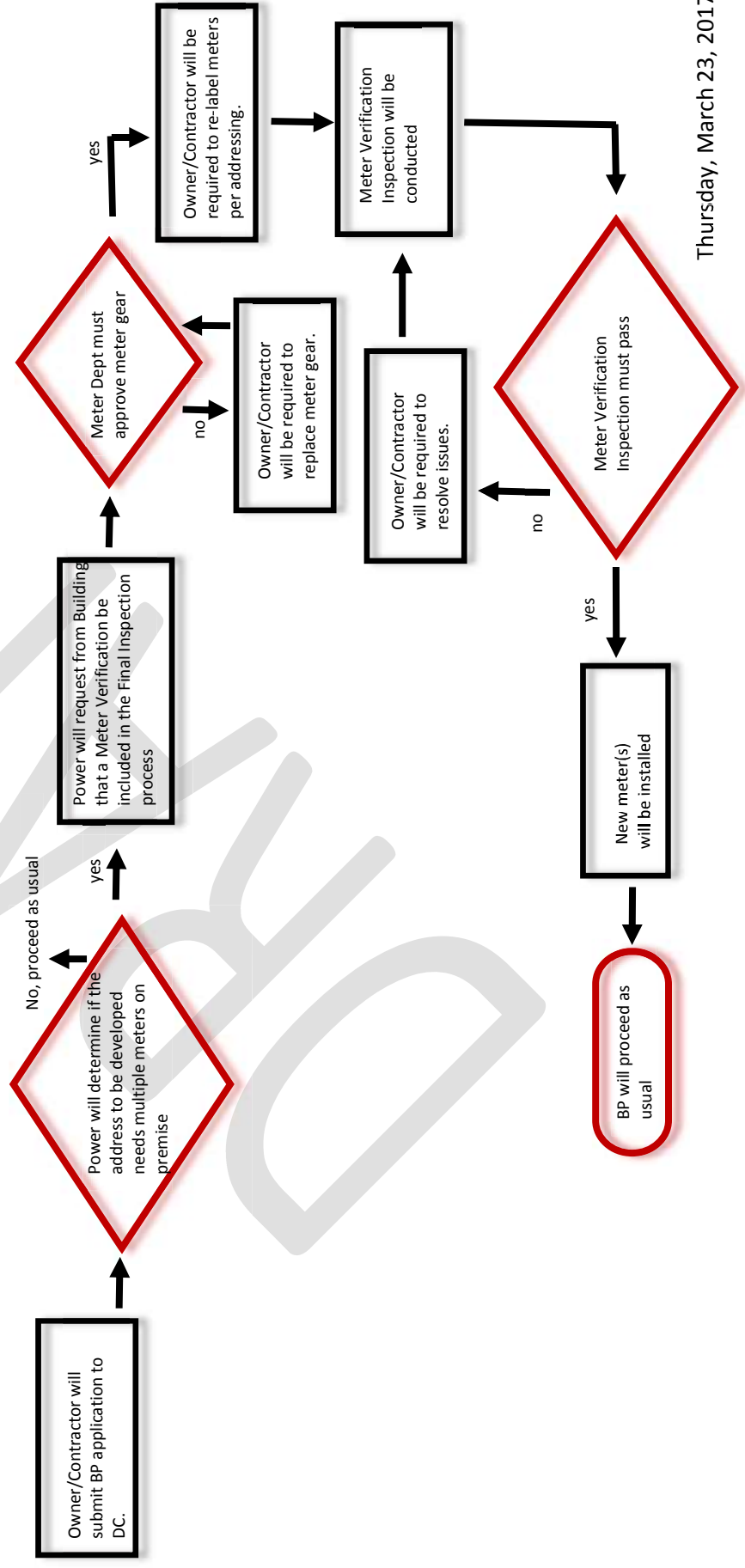
Aggregated Metering Process Pilot Program Combining Multiple Meters:

Process Flow:



Aggregated Metering Process Pilot Program Return to Multiple Meters:

Process Flow:



Thursday, March 23, 2017

**ITEM TITLE:**

Select 2 LUC Liaisons for 2018 Budget Process

DESCRIPTION:

Selection of two Loveland Utilities Commissioner (LUC) Liaisons for the 2018 Water & Power Budget Process.

SUMMARY:

Staff is seeking two LUC liaisons who are interested in participating in the Water and Power 2018 budget meetings and process. The three scheduled meetings for the liaisons are:

1. Friday, May 26 at 9:00 AM
2. Thursday, June 1 at 9:00 AM
3. Tuesday, June 6 at 1:00 PM

Attachment A is the 2018 Water and Power budget schedule.

RECOMMENDATION:

Choose two liaisons from the LUC to participate in the 2018 budget review process for the Water & Power Department.

ATTACHMENTS:

-  Attachment A: 2018 Water and Power budget schedule