

# SHORT-TERM SEASONAL IRRIGATION LEASE REQUEST FOR C-BT WATER



Loveland Water and Power

**Instructions:** Fill out all the yellow boxes of this form completely. Submit between January 1st through the end of the 3rd week of October of the year the lease water is requested by email to [Catharine.Kellogg@cityofloveland.org](mailto:Catharine.Kellogg@cityofloveland.org) or mail/drop off at: Loveland Water and Power, Attn: Catharine Kellogg, 200 N. Wilson Ave., Loveland, CO 80537.

**Questions:**

Contact Ryan Van Pelt • Phone: 970-962-3717 • Email: [Ryan.VanPelt@cityofloveland.org](mailto:Ryan.VanPelt@cityofloveland.org)

Contact Catharine Kellogg • Phone: 970-962-3549 • Email: [Catharine.Kellogg@cityofloveland.org](mailto:Catharine.Kellogg@cityofloveland.org)

## CONTACT INFORMATION

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Email: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

## INFORMATION FOR WHERE REQUESTED LEASED WATER WOULD BE USED

Street address where water would be used: \_\_\_\_\_

Number of acre-feet requested: \_\_\_\_\_ AF

Number of irrigated acres on farm/property: \_\_\_\_\_ acres

Name of delivery ditch: \_\_\_\_\_

Type of use:  Agriculture (irrigated crops)

Residential/HOA (irrigated landscaping)

Grass/Hay

Other: \_\_\_\_\_

## WATER LEASE POLICY

- Lease Acceptance Period:** Lease requests will only be accepted between January 1st and the end of the 3rd week of October for the year in which the water is requested.
- First Seasonal Leases:** No leases can be fulfilled until Northern Water sets the Spring C-BT quota
- Situations of No Leases:** No C-BT leases will be fulfilled if the City declares a drought, has an urgent need for the water, or if the spring Quota is 50% or less.
- Minimum Acre-Feet Leased:** Lease request has to be at least 5 acre-feet.
- Acre-Feet Cap:** Individual party requests are capped at 100 acre-feet. If a lease request is made for a ditch company as a whole and the water is to be distributed amongst shareholders, then the request is capped at 300 acre-feet.
- Multi-Year Leases:** No multi-year C-BT leases, except on a case by case basis at the City's sole discretion. If interested contact Ryan Van Pelt directly; see contact information at top of form.
- Priority of Accepting Lease Requests:** This form must be completely filled out to be placed on the request list. Leases are filled on a first come first serve basis with priority given to land where return flows will come back to the Big Thompson River within or directly below Loveland's service area. If a party is contacted in the spring with an offer to lease water and chooses to pass on the opportunity, they will remain on the request list but will be moved to the bottom of the priority list for that leasing year.
- Procedure to Confirm Intent to Lease Water:** City staff will notify successful applicants of when surplus water is available. Once contacted, the potential lessee has 3 business days to confirm their intent to lease the water. If the recipient confirms their intent to lease, the City will send them a lease agreement and invoice. The recipient must return a signed agreement and submit payment to the City within 10 business days. If the recipient does not respond within 10 business days, the City will allocate the water to the next applicant in priority.

**Lease Rate:** The lease rate is based on Northern Water's Municipal & Domestic Open-Rated unit assessments for the current water year, converted to a cost per acre-foot using the current quota, plus an additional 5% administration fee rounded to the nearest whole dollar.

### Example Lease Rate Calculation from 2023 Water Year

Northern Water Municipal & Open Rate Assessment \$53.60/unit

Divide by Current C-BT Quota  $\div 70\%$

Cost per Acre-Foot = \$76.57/acre-foot

Add a 5% Administrative Fee  $\times 1.05$

**Total Cost = \$80/acre-foot**

- Northern Water Rule 11 Fee:** The Rule 11 fee does not apply to C-BT water being delivered to irrigated landscaping within Loveland's Service Area. If Rule 11 applies to a seasonal C-BT transfer, Northern Water will **not** approve the transfer until the fee is either paid or they have assurance it will be paid. Usually, the fee is paid by the ditch company and then the ditch company will seek reimbursement from the shareholder conveying the water.