

**Commission Members Present:** Craig Bialy, Dan Herlihey (Chair), Matt Elkins, Randy Lee Williams, Christopher Say, Don Cook (Vice Chair), Bill Szmyd, Gary Hausman, Gene Packer

**LUC Commission Members Absent:** John Butler

**Council Liaison Present:** Steve Olson

**Council Liaison Absent:** Andrea Samson

**City Staff Members Present:** Jim Lees, Chad Birgenheier, John Faulkner, Catharine Kellogg, Nathan Alburn, Todd Hanlin, Adam Bromley, Aaron Rodriguez, Tracey Hewson, Rod Wensing, Sharon Israel (Director), Melanie Reeves, Noah Cecil

**Guest Attendance:** Dick Mallot, Ashleigh Knapp, Michael Eastin

### CALL TO ORDER

**CALL TO ORDER:** Dan Herlihey called the meeting to order at 3:02 PM.

### ADOPTION OF MINUTES

#### Item 2.1: Adoption of Minutes – Dan Herlihey

This item requested a motion to approve the minutes of the February 19, 2025 meeting.

**Recommendation:** Adopt A Motion to Approve of the Loveland Utilities Commission Meeting Minutes from February 19, 2025.

**Motion:** Don Cook made the motion.

**Second:** Gary Hausman seconded the motion. The minutes were approved with a 7-0 vote.

### CITIZENS REPORT

#### Item 3.1: Citizens Report

**Dick Mallot** introduced himself to the commission and introduced **Ashleigh Knapp**. She is interested in participating in sustainability projects.

**Mike Eastin** also introduced himself and was a Water Treatment Plant operator at Loveland for 20 years!

### INFORMATIONAL ITEMS

#### Item 4.1: Water Treatment Plant Daily and Monthly Flow Report – Chad Birgenheier

This item provides an update on the Loveland Water Treatment Plant daily and monthly flows for the month of February 2025.

**Recommendation:** Information Item Only. No Action Required.

**Discussion:**

**Don Cook** looked at the Daily Flow Report attachment and noted that the year-to-date flow totals continue to decrease each year. **Chad Birgenheier** shared a Loveland Gallons per Capita per Day graph to better illustrate trends (**Attachment A**).

**Item 4.2: Water Supply Update – Ryan Van Pelt**

This report focuses on the City's current water supply and the status of our raw water resources for the remainder of the water year (November 1 through October 31).

**Recommendation:** Information Item Only. No Action Required.

**Discussion:**

**Gene Packer** wanted to know if the snow-water equivalent measurements were taken from just Bear Lake. **Todd Hanlin** explained that snowpack readings are provided for both the Bear Lake site specifically and the basin as a whole, which is based on the observations at about 20 or more sites throughout the upper South Platte basin watershed.

**Item 4.3: Water Law and Legislative Update – Ryan Van Pelt**

This item provides a brief update on:

- (1) water-related legislation introduced or under discussion by the Colorado General Assembly during the legislative session;
- (2) water court developments or items of interest in District 4 of Water Division 1 (Big Thompson and Little Thompson River basins); and
- (3) Colorado or Loveland-related water news.

**Recommendation:** Information Item Only. No Action Required.

**Item 4.4: Financial Report Update – Jim Lees**

This item summarizes the preliminary monthly and year-to-date financials for February 2025.

**Recommendation:** Information Item Only. No Action Required.

**REGULAR REPORT****Item 5.1: Loveland Utilities Commission 2024 Annual Report**

City Council encourages all boards and commissions to produce an annual report summarizing accomplishments of the work plan year by March 31 immediately following the work plan year. If approved, the City Clerk's Office will provide copies of these documents to the council and post them on the website.

**Recommendation:**

Adopt a Motion Recommending that the Loveland Utilities Commission Approve the Loveland Utilities Commission Annual Report for 2024.

**Motion:** **Don Cook** made the motion.

**Second:** Gary Hausman seconded the motion. The Annual Report was **approved** with a **7-0 vote**.

**Discussion:**

**Bill Szmyd** wanted to know if **Councilor Olsen** felt that the Annual Report was missing anything. Councilor Olsen thought that there are certain items that can be presented to the public in a better way, but did not elaborate.

## STAFF REPORT

### Item 6.1: Utility Financial Dashboards – Aaron Rodriguez

This agenda item shows the Utility Financial Dashboards based on Year End 2024 Preliminary financial and operational data.

**Recommendation:** Staff item only. No action required.

**Discussion:**

**Regarding the Electric Summary attachment**, **Craig Bialy** wanted to know the lead time for transformers right now. **Adam Bromley** noted that two of the transformers will arrive in 2026 and two will arrive in 2028 based on our needs. **Aaron Rodriguez** confirmed that we haven't had to say no to any projects based on transformer delays.

**Bill Szmyd** wanted to know when the Electric utility plans to replace their solar panels. **Adam Bromley** estimated that they have been in use for 8-10 years and have another 8-10 years left.

**Regarding the Wastewater Summary attachment**, **Gene Packer** wanted to know what percentage of the treatment plant is used at peak flow. Chad Birgenheier noted that a big part of the conservation is that loading has increased over time (concentration has increased). We are close enough to capacity that we need to be planning for additional capacity based on regulations from CDPHE.

**Christopher Say** noted that the financial dashboards have really elevated his understanding of the financial standing of the utility and kudos to the staff on enhanced reporting!

## COMMISSION & COUNCIL REPORTS

### Item 7.1: Commission Reports – Melanie Reeves

- On Thursday, March 13, 2025 we received a letter of resignation from **Richard Bilancia**. Rich noted that he thoroughly enjoyed his time and participation in the commission but has health concerns that will prevent him from being able to continue to participate. He is hoping to attend the upcoming LUC meeting on April 16, 2025 to say farewell to everyone. Rich vacates a term that was set to expire on June 30, 2025.
- Upcoming Expiring Member Terms:
  - John Butler (Term: 01 Jul 2022 - 30 Jun 2025)
  - Richard Bilancia (Term: 01 Jul 2022 - 30 Jun 2025)
  - Randy Williams (Term: 01 Jul 2022 - 30 Jun 2025)

- Spring Recruitment will run from April 1, 2025 to May 1, 2025. Melanie will provide additional information as it is received from the Clerk's office via email.

**Dan Herlihey:** None.

**Gene Packer:** Gene really appreciated the financial presentation at this meeting. Gene requested a presentation from Northern Water regarding the future of the Colorado Compact.

**Bill Szmyd:** Bill noted that Johnstown, Mead, and Firestone are all preparing for a lot of growth. He also had a question about water planning. He wanted to know where we are at for Water Treatment capacity. **Chad Birgenheier** noted that we are doing very well at the WTP due to water conservation efforts. Bill also wanted to know if we have considered a treatment plant on the eastern side of town across I-25. Chad acknowledged that the current master plan doesn't anticipate a WTP east of town, but at one point several years ago it was discussed. Bill also informed the group that Northern Water provides a few different water tours that are currently available for registrations on their website.

**Don Cook:** None.

**Gary Hausman:** Gary misses the Tri-City Conference (Ft. Collins, Greeley, Loveland) that went away during Covid. He thinks we should consider pursuing this conference again.

**John Butler:** N.A.

**Matt Elkins:** None.

**Randy Williams:** Randy was able to participate in a meeting with the Director of Parks and Recreation today at noon and voiced his appreciation.

**Christopher Say:** Christopher thanked the linemen who returned power to the downtown area last week due to a downed power line from the wind. He also saw Asplund doing tree trimming around the power lines downtown and thought they did a great job.

**Craig Bialy:** Craig echoed the appreciation of the financial presentation.

## Council Reports

**Steve Olson:**

Councilor Olsen noted that the current B&C handbook is up for discussion at an upcoming council meeting. He encouraged the commission to give him comments and suggestions for updating the handbook that he can convey to the council.

Olsen wanted to better understand what water meter set numbers reflect. **Chad Birgenheier** and **Jim Lees** both gave an explanation of what those numbers indicate vs. electric meter sets.

Four Councilors participated in the National League of Cities conference in Washington DC a few weeks ago. Councilor Olsen provided a summary of the conference.

**Andrea Samson:** N.A.

**DIRECTOR'S REPORT****Item 8.1: Director's Report – Sharon Israel**

1. Loveland Water and Power hosted the Larimer County Workforce Development Board on March 12, 2025 to present to them an overview of the four utilities, job opportunities and future employment needs, and a demonstration of our drone and drone usage within the utility.
2. Water Project Updates for February – see Attachment A.
3. Electric Project Updates for March – see Attachment B.
4. Water and Electric Meter Sets – see Attachment C.
5. Coming up in April we will be looking for 2 commissioners to participate in the reviews of the 2026 budgets:
  - a. Tuesday, April 22, 2025 (9:00-11:00AM) Review of 2026 Power Budget
  - b. Friday, April 25, 2025 (9:30AM-12:00PM) Review of 2026 Water, Raw Water and Wastewater Budgets
  - c. **Dan Herlihey** and **Don Cook** agreed to participate in the budget reviews.

**ADJOURN:** The meeting was adjourned at **4:46 p.m.**

Respectfully submitted,  
Melanie Reeves  
Recording Secretary  
Loveland Utilities Commission /s/ Dan Herlihey, Chair

**Attachments:**

- Attachment A – Loveland Gallons per Capita per Day

