

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

**LUC Commission Members Absent:** None

**Council Liaison Present:** Steve Olson

**Council Liaison Absent:** Andrea Samson

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

**Guest Attendance:** Christopher Say, Richard Bilancia, Greg Dewey, Melanie Hobart

### CALL TO ORDER

**CALL TO ORDER:** Dan Herlihey called the meeting to order at 3:01 PM.

### MEMBER UPDATES

- On March 20, 2025 the City Clerk notified **John Butler** that he had not met the attendance requirements to remain on the Loveland Utilities Commission. John has served continually on the LUC since November 2016. We would like to recognize and thank John for his service to the Commission and the City! John vacates a term that was expiring on June 30, 2025.
- On March 24, 2025, **Sharon Israel**, in conjunction with the LUC Chair and City Council Liaison, informed **Craig Bialy** that a vacancy was available on the LUC. Craig was pleased and honored to accept the voting position and will fill the vacancy that was open from the resignation of **Richard Bilancia**. He will serve out the remainder of this term until June 30, 2025.
- On April 2, 2025 we were notified by **Christopher Say** that he was resigning from the Loveland Utilities Commission. At the April 1, 2025, Loveland Council Meeting, he was appointed to a vacant position on the Loveland Planning Commission. Congratulations to Christopher!

### ADOPTION OF MINUTES

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

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

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

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

**Second:** Gary Hausman seconded the motion. The minutes were **approved** with a **8-0 vote**.

## CITIZENS REPORT

### Item 3.1: Citizens Report

- **Richard Bilancia** came to thank the Commission for his time on the LUC!
- **Christopher Say** wanted to thank Director Israel, Chair Herlihey, Vice Chair Cook, Commissioners and staff for his time on the LUC!
- **Greg Dewey**, a member of the Loveland Planning Commission and former Water and Power employee wanted to say hello and catch up on some items of interest on the agenda!

## 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.

### 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.

### 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: Utility Financial Dashboards – Aaron Rodriguez

This item shows the Utility Financial Dashboards based on March 31, 2025 preliminary financial and operational data.

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

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**REGULAR REPORT****Item 5.1: Proposed Scalable Impact Fees and Scalable Water Rights Dedication Requirements – Jim Lees**

Part of the scope of the 2023 Water and Wastewater Cost-Of-Service Rate Study included exploring methodologies to scale the Water, Raw Water and Wastewater Impact Fees. Our water and wastewater rate consultant, FCS Group, succeeded in developing a methodology for scaling the Water, Raw Water and Wastewater Impact Fees, and **Melanie Hobart from FCS Group** will join us today to present their findings.

**Recommendation:**

Adopt a Motion Recommending that City Council Approve the Proposed Changes In Methodology for Calculating:

- 1) Water, Raw Water and Wastewater Impact Fees for Single-Family Residential Homes; and
- 2) Water Rights Dedication Requirements for Single-Family Residential Homes.

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

**Second:** Gary Hausman seconded the motion. The motion was **approved** with an **8-0 vote**.

**Discussion:**

**Bill Szmyd** wanted to know what the data set size was for the predicted expected average annual usage. **Aaron Rodriguez** confirmed that the data set was 14,500 customers.

**Gene Packer** wanted to know if they collected data from any other nearby communities. **Melanie Hobart** confirmed that they only looked at data in Loveland.

**Bill Szmyd** wanted to know if there was any consideration of season and usage in creating the methodology for these fees. **Melanie Hobart** explained that these SIF fees are about total capacity over seasonality and that seasonality is already captured in the fees.

**Gene Packer** wanted to know what time of year this data was collected. **Jim Lees** let us know that the data was from 2022 (entire year).

**Randy Williams** wanted to know what would happen if someone were to add square footage to an existing home. **Aaron Rodriguez** explained that the additional fees will be addressed during the permitting fees if this scalable methodology is approved. The current fee structure has all customers paying the same fee regardless of size.

**Aaron Rodriguez** explained that we would be the only community in Northern Colorado doing this type of scalable model using square footage.

**Aaron Rodriguez** confirmed that commercial and multi-family fees are not affected by this change.

**Randy Williams** commented that this looked like a very comprehensive study.

**Aaron Rodriguez** confirmed that this presentation will go to the Construction Advisory Board (CAB) next before the recommendation goes to City Council.

Questions were raised regarding the Colorado Compact and **Todd Hanlin** gave a brief update on the status.

## STAFF REPORT

### Item 6.1: 2025 Loveland and Little Thompson Water District IGA for Meeting Water Right Return Flow Obligations – Ryan Van Pelt

This item provides a summary of the Intergovernmental Agreement Concerning an Exchange of Certain Water Interests (“IGA”) by and between the Little Thompson Water District (“District or “LTWD”) and the City of Loveland (“Loveland”). The IGA has been executed to meet water right return flow obligations in the Little and Big Thompson River Basins.

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

**Discussion:**

**Gene Packer** brought up the NISP pipeline. **Greg Dewey**, Northern Water, confirmed that the pipeline is delivering to 15 different water communities that will receive that water, no further south than Frederick.

### Item 6.2: Financial Report Update – Jim Lees

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

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

## COMMISSION & COUNCIL REPORTS

### Item 7.1: Commission Reports – Melanie Reeves

- The City Clerk’s Office will be holding an in-person Super Issue meeting on April 23, 2025, at 5:30pm in the Cherry Room at the Chilson Center. This Super Issue meeting is a follow up to the survey that ran from March 3, 2025, to March 14, 2025. The Clerks will take a deeper dive into the concerns brought up through that survey and provide an opportunity for board members and commissioners to provide more meaningful feedback and direction.
- Spring Recruitment is live as of April 1, 2025. The filing deadline for applications is 5:00pm on Thursday, May 1, 2025. As a reminder, any incumbent who wants to be considered for reappointment MUST submit an application. Also, any alternates wanting to move into a member position will need to apply as well.

**The Spring Recruitment Timeline:**

- **Tuesday, April 1<sup>st</sup>** - Recruiting cycle opens.
- **Thursday, May 1<sup>st</sup>** - 5:00 p.m. Filing deadline for applications.
- **Friday, May 2<sup>nd</sup>** – The Clerk’s will send a final list of applications received to each board/commission.
- **Monday, May 5<sup>th</sup> to Friday, June 6<sup>th</sup>** - Hold interviews with applicants. (The earlier the better). Our interview committee consist of Director Sharon Israel, Councilor Steve Olsen, and Chairperson Dan Herlihey.
- **Tuesday, June 17, 2024** - Approval by City Council.
- **The online application link:** [City of Loveland: Boards and Commissions Application](#). Please let me know if you require a paper application.

**Expiring Member Terms:**

- Vacant (Term: 01 Jul 2022 - 30 Jun 2025)
- Craig Bialy (Term: 01 Jul 2022 - 30 Jun 2025)
- Randy Williams (Term: 01 Jul 2022 - 30 Jun 2025)

**Dan Herlihey:** Dan thanked Melanie Reeves for all her efforts to keep the board moving forward and organized!

**Gene Packer:** None.

**Bill Szmyd:** Bill recognized that encouraging cooperation between water districts in Northern Colorado is a step in the right direction.

**Don Cook:** None.

**Gary Hausman:** Gary showed appreciation for Greg Dewey attending the meeting today!

**Matt Elkins:** Matt gave a shoutout to staff on the data collection. He appreciates it!

**Randy Williams:** Randy showed appreciation for Greg Dewey attending the meeting today!

**Craig Bialy:** Craig appreciates the staff presentations on water in particular – he is learning a lot.

**Council Reports**

**Steve Olson:** Councilor Olsen noted that Development Services came to Council and advertised incentives for the 402 Corridor. The Councilor has concerns with building in that area due to the river and floodplain. **Sharon Israel** noted that the study session for this item has been calendared for July.

**Andrea Samson:** N.A.

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

- At the Loveland City Council meeting on April 15, 2025, **Sharon Israel** will be presenting on a Resolution of Support for Platte River Power Authority's 1041 Land Use Permit Application 24-ZONE3715 to the Larimer County Board of County Commissioners. This issue will be heard at an upcoming [Larimer County Board of County Commissioners Land Use Hearing](#) on April 21, 2025 at 3:00pm. You can register to listen or participate in this meeting using the following [LINK](#).
- Water Project Updates for February – see **Attachment A**.
- Electric Project Updates for March – see **Attachment B**
- Water and Electric Meter Sets – see **Attachment C**
- We would like to suggest an alternate permanent meeting location for the Loveland Utilities Commission due to space constraints at the Service Center. The suggested meeting location would be **Public Works (2525 West 1<sup>st</sup> Street) in their upstairs conference rooms**.
  - The Commission and city staff discussed meeting at an alternate location and an informal vote was taken. A majority is in favor of moving to the new meeting location as early as the

May LUC meeting! **Melanie Reeves** will work with the City Clerks to add this resolution to an upcoming City Council meeting.

- **Need 2 Volunteers!**
  - The Kickoff Meeting for the Power Rate Study Session will be held on Thursday, May 1, 2025 from 8:30-10:00am.
    - **Don Cook** and **Gene Packer** volunteered
- **Dan Herlihey** and **Don Cook** will be participating in the reviews of the 2026 budgets:
  - Tuesday, April 22, 2025 (9:00-11:00AM) Review of 2026 Power Budget
  - Friday, April 25, 2025 (9:30AM-12:00PM) Review of 2026 Water, Raw Water and Wastewater Budgets
- The Commission has expressed interest in a tour of the Chimney Hollow Overlook in the coming months. **Melanie Reeves** will work to get a tour scheduled and report back!

**ADJOURN:** The meeting was adjourned at **4:58 p.m.**

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

