

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

**LUC Commission Members Absent:** None

**Council Liaison Present:** Steve Olson

**Council Liaison Absent:** Andrea Samson

**City Staff Members Present:** Aaron Rodriguez, Adam Bromley, Catharine Kellogg, Chad Birgenheier, Derek Turner, Jim Lees, John Faulkner, Kevin Gertig (Director), Melanie Reeves, Nathan Alburn, Rosalyn Potter, Ryan Van Pelt, Todd Hanlin, Tracey Hewson, Travis Johnson

**Guest Attendance:** Jason Mumm and Melanie Hobarth of FCS Group

**CALL TO ORDER:** Dan Herlihey called the meeting to order at **3:00 PM**.

**Welcome Council Liaisons:** Dan Herlihey introduced and welcomed our City Council Liaisons for 2024-2025, Councilor Steve Olson and Councilor Andrea Samson. Dan also recognized and appreciated Jon Mallo as our previous Council Liaison.

## ADOPTION OF MINUTES

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

This item requested a motion to approve the minutes of the November 15, 2023 meeting.

**Recommendation:** Adopt A Motion to Approve of the Loveland Utilities Commission Meeting Minutes from November 15, 2023.

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

**Second:** Bill Szmyd seconded the motion. The minutes were **approved** with an **8-0 vote**. John Butler was recused from this vote because he was not in attendance at the November LUC meeting.

## CITIZENS REPORT

### Item 3.1 Citizens Report

None.

## INFORMATIONAL ITEMS

### Item 4.1: Water and Law Legislative Update – Derek Turner

This item provides a brief update on water-related legislation introduced or under discussion by the Colorado General Assembly during the legislative season, water court developments or items of interest in District 4 of Water Division 1 (The Big Thompson and Little Thompson River basins), and Colorado or Loveland-related water news.

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

**Item 4.2: Financial Report Update – Jim Lees**

This item summarizes the preliminary monthly and year-to-date financials for November 2023.

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

**Item 4.3: Water Supply Update – Ryan Van Pelt**

This item provides the raw water supply update.

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

**CONSENT AGENDA****Item 5.1: Contract Award to SiteWise, LLC for the Advanced Metering Infrastructure (AMI) Deployment Project – Adam Bromley**

The purpose of this item is to award a services contract to SiteWise, LLC for the Advanced Metering Infrastructure (AMI) Deployment Project, 2023-085. The City may request to renew this contract for up to three (3) additional one-year periods using the Denver Consumer Price Index for possible unit price adjustments each year.

**Recommendation:**

Adopt a Motion Recommending that the LUC Award the Advanced Metering Infrastructure (AMI) Deployment Project, 2023-085 Contract to SiteWise, LLC in an Amount Not to Exceed \$1,355,550.00 and Authorize the City Manager to Execute the Contract on Behalf of the City, Following Consultation with the City Attorney, and to Modify the Contract in Form or Substance as Deemed Necessary to Protect the Interests of the City.

Please see voting information at the end of the Consent section.

**Item 5.2: Contract for Primary Underground Cable – Rosalyn Potter**

The purpose of this item is to award a one-year contract to Western United Electric Supply Corporation for primary underground cable items 1-4.

**Recommendation:**

Adopt a Motion Awarding a Contract for Primary Underground Cable (Items 1-4) to Western United Electric Supply Corporation in an Amount not to Exceed \$822,000 and Authorizing the City Manager to Execute the Contract on Behalf of the City, Following Consultation with the City Attorney, and to Modify the Contract in Form or Substance as Deemed Necessary to Protect the Interests of the City.

Please see voting information at the end of the Consent section.

**Item 5.3: Water Reclamation Facility Hauling And Land Application Of Liquid Treated Wastewater Biosolids Contract – Chad Birgenheier**

The proposed contract is for Denali Water Solutions LLC to provide hauling and land application of liquid treated wastewater biosolids generated from the Loveland Water Reclamation Facility in compliance with all Federal, State, and EPA regulations. The not to exceed total for the 2024 contract period will be \$1,300,000.00.

**Recommendation:**

Adopt a Motion Awarding the Contract for Hauling and Land Application of Liquid Treated Wastewater Biosolids to Denali Water Solutions LLC in an Amount not to Exceed \$1,300,000.00 and Authorizing the City Manager to Execute the Contract on Behalf of the City, Following Consultation with the City Attorney, and to Modify the Contract in Form or Substance as Deemed Necessary to Protect the Interests of the City.

**Please see voting information at the end of the Consent section.**

*Matt Elkins* wanted to know where the land application was used for the WRF Hauling contract and *Chad Birgenheier* explained that the liquid treated biosolids can only be applied to crops that are not intended for human consumption (ex. for cattle consumption) and the contracts are spread out throughout northern Colorado as much as possible to reduce the cost of the sludge hauling.

**Item 5.4: Contract Renewal Award to Colorado Boring for 2024 Indefinite Delivery Boring Projects – Adam Bromley**

The purpose of this item is to award a one-year contract renewal to Jacobs Investments LLC dba Colorado Boring for 2024 Indefinite Delivery Boring Projects. The City may request to renew this contract for one (1) additional one-year period using the Denver Consumer Price Index for possible unit price adjustments each year.

**Recommendation:**

Adopt a Motion Recommending that the LUC Award the 2024 Indefinite Delivery Boring Projects Contract to Jacobs Investments LLC dba Colorado Boring in an Amount not to Exceed \$1,000,000.00 and Authorize the City Manager to Execute the Contract on Behalf of the City, Following Consultation with the City Attorney, and to Modify the Contract in Form or Substance as Deemed Necessary to Protect the Interests of the City.

**Please see voting information at the end of the Consent section.**

**Item 5.5: Contract Renewal Award to GE Construction, Inc. for 2024 Indefinite Delivery Substructure Projects – Adam Bromley**

The purpose of this item is to award a one-year contract to GE Construction, Inc. for 2024 Indefinite Delivery Substructure Projects. The City may request to renew this contract for up to one (1) additional one-year period using the Denver Consumer Price Index for possible unit price adjustments each year.

**Recommendation:**

Adopt a Motion Recommending that the LUC Award the 2024 Indefinite Delivery Substructure Projects Contract Renewal to GE Construction, Inc. in an Amount Not to Exceed \$1,800,000.00, and Authorize the City Manager to Execute the Contract on Behalf of the City, Following Consultation with the City Attorney, and to Modify the Contract in Form or Substance as Deemed Necessary to Protect the Interests of the City.

**Motion: Don Cook** made the motion to approve the Consent Agenda, including:

- item 5.1, Contract Award to SiteWise, LLC for the Advanced Metering Infrastructure (AMI) Deployment Project,
- item 5.2, Contract for Primary Underground Cable,
- item 5.3, Water Reclamation Facility Hauling And Land Application Of Liquid Treated Wastewater Biosolids Contract,
- item 5.4, Contract Renewal Award to Colorado Boring for 2024 Indefinite Delivery Boring Projects, and
- item 5.5, Contract Renewal Award to GE Construction, Inc. for 2024 Indefinite Delivery Substructure Projects

**Second: Gary Hausman** seconded the motions. The motions were **approved** unanimously with an **9-0** vote.

## REGULAR AGENDA

### Item 6.1: Seasonal and Tiered Water Rate Designs – Jim Lees

The purpose of this item is to receive feedback from the Loveland Utilities Commission (LUC) on the City's potential transition to the City's water rates structure, whereby the Water Single-Family Residential rate class could transition from the existing Uniform Rate Structure to a Tiered Rate Structure, and the Water Multi-Family and Commercial rate classes could transition from the existing Uniform Rate Structure to a Seasonal Rate Structure.

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

*Dan Herlihey* suggested that we create a subgroup to discuss this item further. *Jim Lees* suggested that we complete our meetings by the end of Q1 2024 so that we have time to take our recommendations to City Council. *Bill Szmyd, Richard Bilancia, Christopher Say, Gene Packer, and Dan Herlihey* all expressed interest in a subgroup. These meetings would need to be publicly noticed because there are more than two members interested. *Jim Lees* and *Melanie Reeves* would be staff liaisons for this group. *Melanie Reeves* will work to schedule a meeting in January ahead of our first LUC meeting of 2024.

## STAFF REPORT

### Item 7.1: New Utility Financial Dashboards – Aaron Rodriguez

This agenda item will showcase the implementation of new Utility Financial Dashboards designed to enhance transparency and efficiency in our financial reporting systems. The dashboards, tailored to meet the specific needs of our utility services, offer a user-friendly interface for stakeholders to access financial data, key performance indicators, and budgetary insights. This initiative reflects our commitment to modernizing financial management practices, enabling informed decision-making, and fostering a greater understanding of the utility's financial health. Attendees will gain valuable insights into the functionalities of these dashboards, emphasizing the potential for improved resource allocation and strategic planning within the organization. This discussion will provide an opportunity for board members to engage in a constructive dialogue about leveraging the dashboards for the benefit of our utility and its stakeholders.

#### Recommendation:

Information item only. No action required.

## COMMISSION & COUNCIL REPORTS

### Item 8.1: Commission Reports

**Dan Herlihey:** None.

**Gene Packer:** None.

**Bill Szmyd:** Bill stated that the State cancelled their low income assistance and was curious if the City was planning to do anything to continue to help. Tracey Hewson mentioned that we are working with Platte River to come up with some assistance programs.

**Don Cook:** Don reviewed the Strategic Plan Update that we recently published at Water and Power and he noticed that there was not much information included about Distributed Energy Resource (DER). Adam Bromley notified the group that the DER position has been part of our reorganization of the Electric Utility. We are adding staff to our DER group (specifically a DER Coordinator) that will hopefully be hired soon in 2024.

**Gary Hausman:** Gary inquired about the holdup on the Idlewilde Dam. Adam Bromley let Gary know that he would check in with Christine Schraeder and get back to the group. Gary also wanted to know why the Foothills solar field is underperforming. Adam Bromley let the group know that we have some converters that are reaching the end of their useful life and are not performing as efficiently as possible. We are also working to get some replacement parts onsite so that when things are not working so that we can return them to operation more quickly.

**John Butler:** None.

**Matt Elkins:** Matt was very complimentary of the KPI dashboard that Aaron Rodriguez presented.

**Randy Williams:** Randy Williams wondered if we were still experiencing supply chain issues (related to transformers). Adam Bromley expressed that we are still experiencing supply chain issues but are working to diversify the areas where we are getting materials from in order to overcome some of these difficulties.

**Richard Bilancia:** Richard was very complimentary of the presentation that Derek gave as well. He thanked the commission for the opportunity to learn with them.

**Christopher Say:** Christopher was very complimentary of the presentation that Derek Turner gave on Water Law.

#### Council reports

**Steve Olson:** None.

**Andrea Samson:** N.A.

#### DIRECTOR'S REPORT

##### Item 9.1: Director's Report – Kevin Gertig

1. Water Project Updates for November.
2. AMI Monthly Report for December.
3. Monthly Water & Electric Meter Sets.
4. Electric Capital Project Updates.
5. Please see the Disclosure Form for the Loveland Utilities Commission that will discuss the code requirement for this form. Derek Turner will brief the commission on this topic.
6. The [Colorado Water Congress Annual Convention](#) is coming up on January 31, 2024 to February 2, 2024.
  - a. Please let Melanie know if you are interested in attending. We will support the cost of two registrations for this event.
7. Water Education Colorado – [2024 Water Leaders Program Application](#) is now open!
  - a. Recognized as the premier leadership development program for the water community in Colorado, WEco's Water Leaders Program aims to positively impact the Colorado water profession by creating a pipeline of dedicated, effective water leaders across diverse fields who exemplify the four quadrants of emotional intelligence: self-awareness, self-management, social awareness, and social management.
  - b. Applications for the 2024 Water Leaders Program are open now through Jan. 29, 2024.
8. To learn more about the 2024 program and apply, [click here](#).

**ADJOURN:** The meeting was adjourned at 5:51 p.m.

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

