



## **CITY OF GREELEY AGRICULTURAL WATER RENTAL PROGRAM POLICIES AND PROCEDURES**

The City of Greeley manages an annual water rental program that provides annual excess water supplies to agricultural water users. Greeley's Water Rental Program Policies and Procedures are outlined below. You can also find this information on our website at [greeleygov.com/water-rental](http://greeleygov.com/water-rental).

### **Water Rental Request Form**

To rent supplies from Greeley for the upcoming irrigation season, you must first be placed on the request list.

- **As of January 1, 2020, Greeley no longer accepts rental requests by phone. All rental requests must be made using the online form.**
- The online form is located at [Water Rental Form](#). The form can be accessed prior to January 1 at 8:00 AM, but forms can only be submitted on or after January 1 of each calendar year at 8:00 AM to reserve a place in line.
- **Priority for rental requests will be given on a first-come, first-serve basis to; Cache La Poudre users, Big Thompson users downstream of the Handy Ditch, and remaining supplies will be available to users on South Platte ditches.** The online forms will be date and time stamped and will be processed in the order they are received.
- **Requests made prior to January 1 at 8:00 AM will not be considered.**
- Greeley's water rental program is for AGRICULTURE USERS ONLY. The water rental program is not for oil and gas, industrial, HOAs, or any other non-agricultural uses. Renters that use or lease their supplies for non-agricultural purposes will no longer be eligible to rent water from Greeley in the future.
- The City of Greeley also maintains a separate water rental program for augmentation water. To make a request for augmentation water, please contact Jennifer Petrzelka (Water Resources Operations Manager) at [jennifer.petrzelka@greeleygov.com](mailto:jennifer.petrzelka@greeleygov.com) or 970-350-9859.



## How To Request Rental Water:

1. Access the form online: [Water Rental Form](#)
2. Please specify your:
  - Name
  - Company (if applicable)
  - Phone number
  - Email address
  - Billing address
  - Requested amount, not to exceed 500 acre-feet (AF)
  - Number of irrigated acres
  - Source of water. Greeley rents the following supplies:
    - Colorado-Big Thompson (CBT) by the AF,
    - Greeley-Loveland Irrigation Company (GLIC) by number of shares and/or AF
    - Water Supply and Storage Company (WSSC) by number of shares
  - Ditch of delivery

## Water Rental Notification Process

1. Water rentals will be confirmed after the April Water and Sewer Board (Board) meeting *if* the Board declares an “Adequate Water Year,” meaning that the City has annual excess supplies available for rental.
  - Rental prices shall reflect each supply’s average assessment cost plus an administrative fee equal to 10 percent of the total assessment cost, up to \$500.
    - An administrative fee was being implemented beginning in 2020 because of the increased rental request volume in recent years, which has increased the staff time required for the program.
    - CBT price will exclude fees charged under Rule 11 by the Northern Colorado Water Conservancy District; however, *please be aware that if CBT is rented you may incur a Rule 11 charge with your delivery ditch.*



2. If the Board declares an Adequate Water Year, the Water and Sewer Department Staff will begin contacting requestors according to the order-of-priority on the water rental request list per the terms below.
3. Water will first be offered to in-basin requestors (Cache La Poudre, Big Thompson downstream of the Handy Ditch, then South Platte if excess supply is available), and then to requestors within Northern Water's district boundaries. However, the Board and/or the Director or Water and Sewer may elect to reserve up to 15 percent of the City's available annual rental supplies for economic partners and priorities within the South Platte Basin area whose requests were not met under priority system outlined above.
4. Once contacted, all renters will have **48 hours to confirm** that you would still like to rent the water requested for the upcoming irrigation season, and/or make modifications to that request.
5. Once you confirm your request with staff, she/he will send you a letter and invoice for your water rental.
6. When staff receives your payment, your rented water will be available for delivery through your ditch company. Water will not be delivered to you until full payment is received.

Depending on snow melt and river conditions, Greeley may elect to rent out additional water after the initial April allocation. In this case, the next requests in line will be contacted.

*This document is intended to reflect current Greeley W&S Department policy, and may be subject to change.*