

AGENDA ITEM SUMMARY

City Council



STAFF

Kelsey Doan, Water Conservation Program Specialist and Project Manager
Kelly Smith, Water Conservation Manager

SUBJECT

Resolution 2026-109 Authorizing the City Manager to Execute an Intergovernmental Agreement with the Northern Colorado Water Conservancy District for the Development, Operation, and Administration of the Regional Water Efficiency Incentives Portal.

EXECUTIVE SUMMARY

The purpose of this item is to seek authorization to execute an intergovernmental agreement (“IGA”) with the Northern Colorado Water Conservancy District (“Northern Water”) for participation in the Regional Water Efficiency Incentives Portal, a centralized online platform that will allow customers of participating water providers to apply for and receive water efficiency incentives.

STAFF RECOMMENDATION

Staff recommends adoption of the Resolution.

BACKGROUND / DISCUSSION

Water efficiency incentives support Fort Collins Utilities (“Utilities”) 2025 Water Efficiency Plan, and other City water conservation and efficiency goals, by encouraging water-saving practices and reducing long-term water demand. Utilities, the City of Longmont and Loveland Utilities historically partnered with Platte River Power Authority (“PRPA”) to administer residential and commercial water efficiency incentives through the Efficiency Works program. At the end of 2025, PRPA discontinued administering these incentives to focus exclusively on energy efficiency programs. Since January 2026, Utilities has managed the incentives internally, requiring considerable staff time and resources.

Utilities, Northern Water, the City of Longmont and Loveland Utilities have been collaborating to develop the Regional Water Efficiency Incentives Portal, a long-term regional solution for administering water efficiency incentives through a third-party vendor.

A regional approach is intended to:

- improve the customer experience by providing a streamlined and consistent process for accessing water efficiency incentives;
- reduce administrative burden for participating providers;
- create economies of scale by leveraging shared systems, processes and resources;

- support consistent water efficiency programming across Northern Colorado; and
- provide a scalable platform that allows additional water providers to join and participate in future years.

The proposed IGA establishes the framework for participation in the Regional Water Efficiency Incentives Portal. Under the agreement, Northern Water will serve as the convening partner and contract administrator, responsible for procuring and managing the contract with the portal vendor, overseeing portal administration, and coordinating regional program operations. Northern Water conducted the procurement process on behalf of the participating water providers and selected the vendor, Electric & Gas Industries Association (“EGIA”), to develop and administer the online portal.

Participating water providers, including Utilities, will serve as Municipal Partners and participate in a regional Steering Committee that provides oversight of the portal. The Steering Committee will establish annual program requirements, approve incentive offerings, review operational and marketing decisions, and provide strategic direction for the regional program. While the portal will be administered regionally, each participating water provider retains authority over its individual incentive offerings and budgets.

The agreement defines each party's financial responsibilities and establishes provisions for cybersecurity, accessibility compliance, audit rights, governance, and participation by future regional partners. The initial term of the agreement is five years with automatic one-year renewals unless terminated in accordance with the agreement.

Approval of this item authorizes the City Manager to execute the IGA between the City and Northern Water, allowing Utilities to participate in the Regional Water Efficiency Incentives Portal.

CITY FINANCIAL IMPACTS

Northern Water will fund 50% of the portal's operating costs, with participating water providers sharing the remaining costs based on the number of active water service connections. The Municipal Partners' combined annual contribution for operating costs is capped at \$21,000, with the City's share estimated at approximately \$8,000 per year until additional water providers join the portal.

Northern Water received grant funding from the Statewide Internet Portal Authority to develop the portal, and participating water providers will not be invoiced for operating costs until those grant funds are exhausted.

The City will continue to determine and fund its own rebate budget independently and will be responsible for all rebate processing fees charged by the portal contractor.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS / LINKS

1. Resolution 2026-109