

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, April 10, 2003.

Minutes of a Regular meeting of the **UTILITIES COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 10th day of April, 2003.

Committee: Chairman Jeffrey-Clark, Trustees Gillette and Newsom

Attending: Chairman Jeffrey-Clark and Trustee Gillette

Also Attending: Town Administrator Widmer, Public Works Director Linnane, Utilities Supt. Goehring, and Deputy Town Clerk van Deutekom

Absent: Trustee Newsom

Chairman Jeffrey-Clark called the meeting to order at 8:00 a.m.

LIGHT AND POWER DEPT.

1. Equipment Purchase – Request Approval.

The Light and Power Dept. budgeted for the replacement of their 1989 John Deere Backhoe. This vehicle is 14 years old, has 4,350 usage hours, and is within the Town's vehicle replacement parameters. The Dept. also budgeted for a hydraulic jackhammer attachment for the new vehicle. The following bid was received:

Colorado Machinery:

Backhoe	\$62,445.00	J/D 310SG 4x4
	<u>\$12,500.00</u>	Trade-In
	\$49,945.00	Bid Price/John Deere will provide a two-year rollover agreement on the backhoe equal to an annual cost of \$8,450. Rollover is market-driven. There is no demand at this time for used backhoes, therefore higher cost unlike loader and bobcat agreements.
Jackhammer	\$14,948.00	

Ellen Equipment:

Backhoe	\$80,179.00	Case 580 Super M 4x4
	<u>\$12,000.00</u>	Trade-In
	\$68,179.00	Bid Price/Case does not offer a rollover program.
Jackhammer	\$23,850.00	

Discussion followed regarding interdepartmental vehicle sharing. The Water Dept. backhoe is not compatible with many Light and Power job situations such as terrain slope and tree density; it cannot carry the pipe weight required by the Water Dept.; and now that the in-house explosive operations have been discontinued, the jackhammer attachment to the backhoe is very important. The Water Dept. backhoe includes a heavy duty hydraulic system incompatible with a jackhammer attachment.

The 2003 Budget includes \$80,000 to replace the Backhoe and \$25,000 for the Jackhammer attachment. The **Committee recommends approval of the bid from Colorado Machinery to purchase the J/D 310SG 4x4 Backhoe for a cost of**

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\$49,945.00 and Jackhammer attachment for a cost of \$14,948.00, leaving the rollover agreement open. The rollover agreement will be reviewed in two years to determine its cost effectiveness.

WATER DEPT.

1. Voluntary Conservation Program – Request Approval.

Director Linnane presented the Voluntary Water Conservation Plan prepared by Black and Veatch that will be incorporated into the Utilities Policy Manual. Areas discussed include water conservation stages and measures. The **Committee recommends approval of the Water Conservation Plan and its incorporation into the Utilities Policy Manual following the Bulk Rate Water Users Section.** A summary of the Plan will be prepared and mailed as bill stuffers, news releases, and also made available in brochure form for the public.

2. Long-Term Water Lease for Marys Lake Campground and Glacier View Subdivision – Request Approval.

Director Linnane reported that Marys Lake Campground (Bureau of Reclamation) and Glacier View Subdivision (GVS) are required by the state to provide augmentation water for their water systems. As the sole owner of Windy Gap water within Estes Park, the Town has a policy to assist local water-user groups whenever possible with water augmentation.

Per Town Attorney White, both lease requests meet the criteria established by the Town with regard to providing Windy Gap water for small augmentation plans and the leasing of the 2 acre-feet of Windy Gap water will have no discernable impact on the Town's water supply for 2003 and beyond.

The following items will be included in the agreements:

1. Property owners will purchase a water tap whenever a water main is adjacent to their properties.
2. The Town will not guarantee a water supply at all times and potable water-users have the first priority.

A water main extension to the campground is complex, long, and expensive. As a result, the **Committee recommends approval of a renewable 10-year lease for one acre-foot of Windy Gap water per year for Marys Lake Campground (Bureau of Reclamation) at a lease cost of \$350/yr. per acre-foot.**

Due to the proximity of GVS with the Town's water system, the Committee did not recommend a long term lease. The **Committee recommends a 1-year lease for one acre-foot of Windy Gap water for the Glacier View Subdivision at a lease cost of \$350 per acre-foot.** Since GVS is relatively near the Mary's Lake Rd. water main, the Committee directed staff to inform GVS that future leases may not be available and that they should plan for water system capital improvements so that their water system would be in accordance with Town standards. This would require a water main extension to connect to Town water.

REPORTS

Financial Report. The Light and Power and Water 2002 vs. 2003 Cash Flow Comparisons and March graphs were reviewed.

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Cable Channel 39 Request for Proposal (RFP). Director Linnane reported that 2 bids were received for the operation of cable Channel 39. Charter Communications (Charter) sent a letter to the Town that refers to potential legal problems associated with the proposed third party operation of Channel 39. Charter has requested that the bid review process be delayed to allow further review by their legal department. Staff was directed to allow Charter 30 days to review the potential legal issues. The Committee stressed the importance of this community access channel. Staff will contact Curt Gunther/7522 Inc. and Nick Mollé/Nick Mollé Productions to explain the reasons for the extension.

Water Rights/Supply Table. Director Linnane presented the 2003 Snowpack and Streamflow Comparisons and Water Use Tables. Areas discussed include projections, actual consumption, water rights, and leasing. Staff was directed to contact Attorney White regarding actively seeking parties interested in leasing a portion of the Town's water.

Project Reports.

Updates. Supt. Goehring briefed the Committee on the status of the 2002 Loop Project, Marys Lake Raw Water Pumping Station, and Glacier Creek projects.

Accident Report. Supt. Goehring summarized the accident involving Scott Johnson, Lineman I. Accident reviews have been conducted and safety recommendations will be presented to all employees in hopes of eliminating future accidents.

Pond Construction. A trout pond is currently under construction at a residence on Devils Gulch Rd. Water for the pond will be obtained via the homeowner's water tap and billed at the residential rate. This type of water use is allowed by the Northern Colorado Water Conservancy District and the Town.

Highway Traffic Lights. Painting of the Hwy. 34/36 traffic lights will begin next week and be completed the end of April.

There being no further business, Chairman Jeffrey-Clark adjourned the meeting at 9:11 a.m.

Rebecca van Deutekom, CMC, Deputy Town Clerk