

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, April 19, 2007.*

Minutes of a Regular meeting of the **UTILITIES COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Town Hall in said Town of Estes Park on the 19<sup>th</sup> day of April 2007.

Committee: Chairman Homeier, Trustees Newsom and Pinkham

Attending: All

Also Attending: Town Administrator Repola, Deputy Town Administrator Halburnt, Utilities Director Goehring, Superintendent Mahany, Town Clerk Williamson

Absent: None

Chairman Homeier called the meeting to order at 8:00 a.m.

### **PUBLIC COMMENT**

None.

### **LIGHT & POWER DEPARTMENT**

#### **Vacation of Overhead Electric Easements - Request Approval.**

The Estes Park Urban Renewal Authority (EPURA) is requesting the vacation of overhead electric easements located at 136 W. Elkhorn Ave., Lot 35A, Replat of Lot 35 and 36, Block 6, Hupps Addition, and vacation of aerial power easements located at 102, 106 and 108 E. Elkhorn Ave., Lots 1, 2 and 3, CJL Resubdivision of Lots 20 and 21, Block 5, Second Amended Plat of the Town of Estes Park. EPURA is removing the overhead lines and burying them underground as part of the river walk project along Wiest and will obtain new easement dedications. The Public Works Department has reviewed the applications and requests the easement vacations be completed in conjunction with the new underground electric easement dedications. After further discussion, **the Committee recommends approval of the electric utility easements as described above with the condition that the easements be completed in conjunction with the new underground electric easement dedications.**

#### **2007 Tree Trimming of Overhead Power Lines – Request Approval.**

The Committee approved a two year contract with Asplundh Tree Expert for 2006 - \$58,608 and 2007 - \$60,656 for 800 hours. The Light & Power Department budget includes \$75,000 for the purpose of trimming trees that lie in or near the overhead power lines. Staff requests extending the 2<sup>nd</sup> year contract to include 989 hours with a total cost of \$75,000. **The Committee recommends approval of the contract with Asplundh Tree Expert at a cost of \$75,000 as budgeted from account #502-6301-540-25-32.**

### **WATER DEPARTMENT**

#### **2006 Water Line Project Revised - Request Approval.**

The Town Board approved the 2006 water line project at their January 9, 2007 meeting at a cost of \$150,000 including a 20% contingency for an unknown quantity of blasting. At that time the landowners had agreed to water line easements and construction on their property; however, one of the landowners has now decided against the easement. This has placed the project on hold until the design engineer and staff could agree on a revised alignment. The new alignment will run exclusively in the road right-of-way and be beneficial for future use and accessibility but extends the quantities necessary to complete the project. Staff has contacted the contractor awarded the bid in January, EZ Construction, to negotiate extending the quantities at the existing unit prices. The additional costs include \$2,500 for Design & Construction Management and \$36,913 for additional construction quantities with a total project cost of \$186,913. **The Committee**

**Utilities Committee – April 19, 2007 - Page 2**

recommends approval of an additional \$2,500 for Design and Construction Management (Van Horn Engineering) from account #503-6500-560-22-02 and \$36,913 for additional construction quantities (EZ Construction) from account #503-7000-580-35-54 for the revised water line project on Aspen Ave., Birch Ave., Ponderosa Dr. and Landers Ave.

**ADMINISTRATION**

**Comprehensive Plan Update – Request Approval of Scope of Service.**

A current Town Board goal is to update the 1996 Estes Valley Comprehensive Plan. To accomplish this goal, staff has recommended that two sections of the Plan be updated, Chapter 3 and Appendix One, that contain an economic profile of the Town and data on the economic and demographic characteristics of the community. Updates to these two sections will provide the Town with insight on local trends as reflected in the data. In addition, the update will include an estimation of the area population at build-out based upon trends in land use and the development of a model to be added to the Town's current GIS system and maintained by staff in the future. The population estimate will also be useful in evaluating the capacity of the Town's electric and water utilities.

Concurrent with the update, staff will provide a progress report on the actions taken since adoption of the Plan in 1996. The report shall be based upon the steps recommended in Chapter 7 of the Plan.

Staff requests approval of the scope of work and permission to request proposals from qualified consultants to perform an update of the Estes Valley Comprehensive plan. After further discussion, the **Committee recommends approval of the scope of service for the update to the Comprehensive Plan and permission to request proposals from qualified consultants at a budgeted amount of \$20,000 from account #101-1100-411-22-98.**

**Reports**

1. **Light and Power Dept. Financial Report** – Dir. Goehring and Finance Officer McFarland review the financial reports.
2. **Water Financial Reports** –Dir. Goehring and Finance Officer McFarland review the financial reports.

There being no further business, Chairman Homeier adjourned the meeting at 8:58 a.m.

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Jackie Williamson, Town Clerk