

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, March 20, 2008.

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 20th day of March 2008.

Committee: Chairman Homeier, Trustees Newsom and Pinkham
Attending: Chairman Homeier and Trustee Pinkham
Also Attending: Town Administrator Halburnt, Deputy Town Administrator Richardson, Director Goehring, Finance Officer McFarland, Asst. Utilities Dir. Mangelsen, Town Clerk Williamson
Absent: None

Chairman Homeier called the meeting to order at 8:02 a.m.

PUBLIC COMMENT

Art Blume/Town citizen expressed satisfaction with the utilities in this community and thanked the Town staff and Committee for their work related to utilities.

LIGHT & POWER DEPARTMENT

Garage Doors for Elm Road Service Buildings – Request Approval.

The five doors on the service building at 615 Elm Rd. are 18 years old and in poor condition with replacement parts and seals no longer available. Five doors on the service building at 640 Elm Rd. are even older and in worse condition. Both sets of doors have low R-values and U-factor ratings. The following bids were received:

Anderson Garage Doors – Fort Collins Co.

615 Elm Rd. (5) 12'x12' Wayne Dalton#TS-150 garage doors. (R-value 14.6 & Ufactor.076)	\$9,010.00
640 Elm Rd. (5) 12'x14' Same, less 25,000 operation springs. (R-value 14.6 & U-factor.076)	\$9,220.00

Garage Door Service & Sales – Loveland Co.

615 Elm Rd. (5) 12'x12' Clopay#3652 garage doors. (R-value 12.9 & U-factor.077)	\$9,000.00
615 Elm Rd. (5) 12'x12' Clopay#3603 garage doors. (R-value 15.05 & U-factor .077)	\$9,500.00
640 Elm Rd. (5) 12'x14' Same, less 25,000 operation springs. (R-value 12.9 & U-factor.077)	\$10,750.00

Front Range Raynor – Greeley Co.

615 Elm Rd. (5) 12'x12' TC-200 garage door. (R-value 10.0 no U-factor given)	\$11,925.00
640 Elm Rd. (5) 12'x14' S-24C garage doors. (R-value 10.0 no U-factor given)	\$11,013.75

Staff recommends purchasing the highest quality energy efficient garage doors with energy conservation in mind from Anderson Garage Doors. After further discussion, **the Committee recommends approval to purchase new garage doors for 615 and 640 Elm Rd. service buildings for a cost of \$18,230 from #502-7001-580-32-22.**

WATER DEPARTMENT

Construction Management for Mary's Lake Water Treatment Expansion Project – Request Approval.

HDR Engineering was awarded the contract for Design Engineering of the Mary's Lake Water Treatment Plant Expansion including treatment upgrades to membrane filtration on August 24, 2007. Construction Management for the project was to be negotiated with HDR Engineering closer to the construction bidding in 2008. The proposed

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Construction Management contract for \$363,446 would be 7.2% of a \$5,000,000 project. Contractors will be pre-qualified with both Town staff and HDR involved in the selection of the contractor.

During the selection of HDR for the design phase additional engineering firms were considered with future construction management in mind. After further discussion, **Committee recommends approval to contract with HDR Engineering for the Construction Management for the Mary's Lake Water Treatment Expansion Project for a cost of \$363,446 from #503-6500-560-22-02 as budgeted. The Committee recommended staff send press releases throughout the project to update the public on the project.**

Reports

Light and Power

1. **Light and Power Dept. Financial Report** – Dir. Goehring and Finance Officer McFarland reviewed the financial reports. The Committee recommended the financial reports be provided quarterly instead of monthly.
2. **Net Metering Bill** – The bill was passed and awaits the Governor's signature. Dir. Goehring will bring the bill to next month's Committee meeting to review the impacts to the utility. At this point the bill would require the Town to exchange a kilowatt used for a kilowatt produced and zero out the accounts of customers at the end of the year. The producers would be limited to 10,000 watts for residential and 25,000 watts for commercial.

Water

1. **Water Financial Report** – Dir. Goehring and Finance Officer McFarland reviewed the financial reports.
2. **Annual System Flushing** – The Water Department will conduct the annual flushing starting April 15th thru April 18th and April 22nd thru April 25th.
3. **Colorado Big Thompson water rights (CBT Units)** – Town staff anticipates the CBT units will be 60 to 70% of the snow pack yield. One unit is equal to a percentage of water in the current year's snow pack.

MISCELLANEOUS

Dir. Goehring stated Ace Hardware and True Value will be collecting CFLs for recycling.

Finance Officer McFarland informed the Committee the Colorado Water Resource and Power Development Authority has awarded the Water Department a \$5.5 million loan for 20 years at 80% of the interest rate for the upcoming improvements at the Mary's Lake facility.

Dir. Goehring stated Gary O'Connor and Mary Jo Seifert will both retire on March 28th and Laura Schmidt will be leaving in the middle of May as her family is moving to Steamboat.

Dir. Goehring stated with the upcoming improvements at the Mary's Lake substation a portable substation was not available, and therefore, will not be used during construction. Through system modeling and testing the distribution system has been rearranged to handle the load during construction to begin May 1st through September 15th.

Loveland has expressed an interest in purchasing the old transformers to be removed for \$70,000. This would also save the Town approximately \$50,000 in moving costs. This item will be brought to the Board at the March 25, 2008 Town Board meeting.

There being no further business, Chairman Homeier adjourned the meeting at 9:02 a.m.

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Jackie Williamson, Town Clerk