

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, March 10, 2005.*

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 10<sup>th</sup> day of March 2005.

Committee: Chairman Jeffrey-Clark, Trustees Newsom and Pinkham

Attending: Trustees Newsom and Pinkham

Also Attending: Town Administrator Repola, Public Works Director Linnane, Community Development Director Joseph, Utilities Supt. Goehring and Deputy Clerk Williamson

Absent: Chair Jeffrey-Clark

Trustee Newsom called the meeting to order at 8:00 a.m.

### **LIGHT AND POWER DEPARTMENT**

#### **Lot 3A, Amended Plat of Lots 2 & 3 Dill Subdivision – Request to Vacate Easement.**

This is a request by Linda McCreery on behalf of Stephen Carl to vacate a platted utility easement that crosses through Lot 3A of the Dill Subdivision. The applicant has chosen to utilize the Easement Vacation process rather than formally amending the plat. The applicant has submitted signatures from all relevant utility providers agreeing to vacate this easement, which is not in use. There are perimeter utility easements ranging from 10 to 20 feet in width; these are to remain in place. The vacation of the easement would allow greater flexibility in the placement of a house on the lot.

**The Committee recommends approval of the request and authorizes Town Attorney White to prepare a Quit Claim Deed to vacate a utility easement crossing through Lot 3A, Amended Plat of Lots 2 & 3, Dill Subdivision.**

#### **Reports**

- The Committee reviewed financial reports for the Light & Power and Water departments for year-end and costs per unit comparisons for 2003/2004.
  - Costs per unit are measured electronically/manually. Work orders are established for individual jobs.
  - Depreciation will be added to the unit cost for an accurate assessment.
  - Average age of the distribution system is high; therefore, several of the steel lines will be required to be replaced in the near future.
  - 85% of the water purchased is billed.
  - The capital improvement plan should cover future line replacement costs with outsourced funds needed for the improvements at Mary's Lake facility.

Trustee Pinkham commented that the 2 charts (Electric Revenues vs. Budget and PRPA Invoices vs. Budget) depict the trends clearly.

- Backflow Prevention - Update.
  - The Larimer County Health Department has loosened their requirements for residential properties.
  - The Water Department has reorganized with the Utilities GIS System Manager performing office duties and GIS mapping and a Cross-Connection Specialist performing the field work and necessary GPS.

**RECORD OF PROCEEDINGS**

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**Utilities Committee – March 10, 2005 - Page 2**

Trustee Newsom thanked staff for their efforts in providing the committee with information on the department's current status, areas of improvement and efficiencies levels.

Trustee Pinkham stated he would like to tour both the water and electric facilities at staff's convenience.

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

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Jackie Williamson, Deputy Town Clerk