

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, August 14, 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 14<sup>th</sup> day of August 2008.

Committee: Chairman Homeier, Trustees Blackhurst and Ericson  
Attending: All  
Also Attending: Town Administrator Halburnt, Deputy Town Administrator Richardson, Utilities Director Goehring, Deputy Town Clerk Deats  
Absent: None

Chairman Homeier called the meeting to order at 8:03 a.m.

### **PUBLIC COMMENT**

None

### **LIGHT & POWER DEPARTMENT**

#### **SUBSTATION MAINTENANCE INTERGOVERNMENTAL AGREEMENT WITH PLATTE RIVER POWER AUTHORITY – REQUEST APPROVAL.**

Platte River Power Authority (PRPA) has traditionally performed maintenance on the Town's substations. Recently adopted North America Electric Reliability Council (NERC) and Federal Energy Regulatory Commission (FERC) guidelines now require a formal agreement and documentation of a maintenance program containing detailed reporting on scheduled maintenance. Staff recommends entering into an agreement with PRPA to perform scheduled maintenance, and provide documentation of such, to comply with new regulations at a cost of \$15,000 for 2008 from account #502-6301-450-25-31. An additional \$10,000 for a total of \$25,000 will be budgeted in 2009 to account for the frequency of maintenance, which will now occur on a monthly basis. PRPA will charge for equipment and labor at their cost; no added fees will be passed on to the Town of Estes Park. **The Committee recommends approval of the substation maintenance Intergovernmental Agreement with Platte River Power Authority at a cost of \$15,000 for 2008 from account #502-6301-450-25-31.**

Trustee Ericson joined the meeting at 8:10 a.m.

### **REPORTS**

#### **LIGHT & POWER**

1. PRPA Presentation on Renewable Energy and Green Construction – Mike Rubala, Platte River Power Authority Energy Services Specialist, provided information related to national and local energy saving initiatives including Leadership in Energy & Environmental Design (LEED), Built Green Colorado, and Energy Star. He gave a brief overview of these “green” programs and rating systems designed to identify sustainable buildings that save energy and reduce energy consumption.
2. Financial Reports – Finance Officer McFarland reviewed the financial reports stating that at half way through the year revenues are ahead of projections at 54% and expenses are at 42%, with large capital improvement projects soon to begin.

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**WATER**

1. Water Financial Reports – Finance Officer McFarland reported revenue from sales at 42%, lagging behind on a calendar basis, and expenses at 46%. He pointed out that there has been more spending this year for budgeted engineering fees related to upgrades at the Mary's Lake Water Treatment Plants. In general he reported 2008 as a good year for water, expected to exceed budget by the end of the year.
2. Big Thompson Project Update – Dir. Goehring reported that demolition of the building located on Prospect Mountain Road, which has been off-line since 1992, is proceeding at a slower pace than originally expected and should be completed by the end of October. The replacement structure will be used to house chlorine monitoring equipment and SCADA equipment.
3. Water Industry Acronyms – A list of acronyms frequently used in the water industry was provided to the Committee.

**IT**

1. Geographic Information Systems (GIS) Presentation – Steve Barlow, GIS PC Support Specialist, provided an overview of GIS. He stated he takes raw data and applies it to produce an understandable result, usually in the form of a map. He has been working with data from the utilities department, public works, community development, and the fire department, as well as the Larimer County parcel database in compiling and producing these documents.

There being no further business, Chairman Homeier adjourned the meeting at 9:24 a.m.

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Cynthia A. Deats, Deputy Town Clerk