

Town of Estes Park, Larimer County, Colorado, August 17, 2000

Minutes of a Regular meeting of the **PUBLIC WORKS COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 17th day of August, 2000.

Committee: Chairman Barker, Trustees Doylen and Gillette

Attending: Chairman Barker and Trustee Doylen

Also Attending: Town Administrator Widmer, Public Works Director Linnane, Water Supt. Goehring, Manager Sievers, Town Clerk O'Connor

Absent: Trustee Gillette

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

WATER DEPT. FINANCIAL PLAN AND WATER RIGHTS FEE STUDY – PRESENTATION AND REQUEST APPROVAL.

Director Linnane gave an overview of the following project, explained methodology utilized, and introduced John Gallagher/Black & Veatch.

Financial Plan. Mr. Gallagher commented that pursuant to previous Town studies, the Water Fund is sound, however, to meet future expenses and annual capital improvements, a minor increase in water rates should be implemented. The Water Dept. Financial Plan contains four options. All four options were reviewed and the following option was preferred:

Transfer monies through 2005 from the Water Rights Reserve Fund to the Water Operations Fund and raise water rates a cumulative increase of 15.5% by the year 2005. The average consumer increase would be \$2.50±/month in 2005.

Director Linnane reviewed and clarified the Town's intent regarding the purchase of water rights, and the Committee reviewed the options and various combinations thereof.

Water Rights Fee Study. Mr. Gallagher explained the innovative formula (based on four items described in Director Linnane's memo dated August 14th) being presented for consideration. In summary, Black and Veatch and staff are recommending: (1) based on the study, the year 2000 water rights fee formula be adopted as follows – Water Rights Fee = $0.45 \times 0.094 \times (15,000 \times 2) + 13,790$ = \$1,852; and (2) no change to the current water rights fee of \$2,000, with periodic review of said fee and adjusting if warranted by the water rights market.

Water Tap Fee Sale Policy. Currently, a water tap fee may be purchased on the condition that it is installed within 12 months. Staff contacted neighboring agencies to discuss their policy, and staff is proosing the Town adopt a policy whereby water taps will only be sold with a building permit application.

Policy/Procedure Manual – Revisions. Director Linnane requested the Water Rights Cost Formula and Water Tap Fee Sale Policy, as described above, be added to the Public Works Dept. Policy/Procedure Manual.

Following discussion, **the Committee recommends:** (1) approval of the Financial Plan, with Black & Veatch to perform a Cost of Service Analysis in 2001 and in that analysis, take into consideration increasing the Capital Improvements Program between \$350,000 and \$790,000 between 2002 and 2005, plus a 15.5% cumulative increase spread over 4/5 years that would result in small annual increases, returning to the Committee in 2001 with information from said analysis; (2) adopting the Water Rights Fee Formula; (3) no change to the current \$2,000 water rights fee, with periodic review and amendment if the market warrants change; (4) adopting a Water Tap Sale Policy; and (5) amending the Public Works Dept. Policy/Procedure Manual to include recommendations (2) and (4) above.

MALL ROAD TRAIL – APPROVAL OF CHANGE ORDERS.

To date, approved change order estimates for this project total \$37,088. Staff has received the following additional change order estimates and explained the necessity of each:

1. Additional \$1,080 for underground electric services
2. Additional \$14,150 for traffic control
3. Additional \$1,525 for soil testing

The original budget amount was \$246,000, and with these change orders (\$16,755), the amended budget cost estimate is \$225,412. **The Committee recommends approval of all three change orders as presented.**

WATER DEPT. BUDGETED EQUIPMENT – REQUEST APPROVAL TO PURCHASE.

Water quality monitoring and bulk chemical storage equipment was budgeted and staff is recommending approval of the following:

Turbidity Analyzer	\$ 1,800
Chlorine Analyzer	2,500
Total	\$ 4,300
Total Budgeted	\$ 5,000
Bulk tanks for Glacier & Mary Lake Plants	\$ 5,700
Elevated Stands	4,900
Spill liner & misc. plumbing	3,500
Total	\$14,100
Total Budgeted	\$15,000

The Committee recommends approval of the above-described, budgeted items.

WATER DEPT. ANNUAL WATER LINE REPLACEMENT PROJECT – REQUEST APPROVAL TO BID PROJECT.

The Water Dept. budgeted replacement of the Fall River Estates, James St. and MacGregor Ave., and Boyd Ln. and Wonderview Ave. interconnection lines. All lines are on the Priority #1 Replacement List.

Additionally, the Dept. budgeted for the annual fire hydrant extension project and the Crystal Tank Building upgrade. The budget estimate for all five projects is \$525,000.

The Committee recommends staff be authorized to bid all five projects as listed above.

ANNUAL STREET OVERLAY PROJECT – REQUEST APPROVAL OF LOW BID.

Manager Sievers reported that the annual project was bid in June, and four firms responded:

Aggregate Industries	\$191,595.45
Connell Resources	\$184,182.00
Lafarge	\$177,572.25
Coulson Excavating	\$175,587.50

The Budget contains \$170,258.42± for this street improvement project. **The Committee recommends awarding the bid to Coulson Excavating, reducing the project quantity to remain within the established budget.** Citizens were encouraged to meet with Manager Sievers with any questions, concerns, or comments on the Town's annual street overlay project.

REPORTS.

At Director Linnane's request, Larry Haas/CDOT was in attendance to brief the Committee on recent changes to speed limits on three areas on Highway 7 south. In summary, CDOT responded to a citizen's letter writing campaign (Jon VerShuur), and CDOT conducted a speed study. CDOT found changes were warranted, thus new speed zones were established. Pursuant to these events, Mr. Haas has established a regional policy on how CDOT will react to individual concerns. CDOT will: talk to the individual and discuss their concern; advise the Town of the situation and if the Town so desires, the Town will submit an official written request; CDOT will then perform a speed study; the Town will be advised of the study's findings; and then CDOT will put the new speed zones in place. The Committee expressed their appreciation to Mr. Haas for his report, praised the new policy, and requested he verify the results of the speed study, forwarding the information to Director Linnane.

Staff reported on a conversation with Jeff Manual, ISTEA Project Mgr./CDOT, where he advised funds may be available for a Town project. Staff remitted a grant application for the Fish Creek connection to the Lake Estes Trail (\$150,000). The project could connect the Lake Estes trail along the south portion of the lake to the school.

There being no further business, Chairman Barker adjourned the meeting at 9:45 a.m.

Vickie O'Connor, CMC, Town Clerk