

## RECORD OF PROCEEDINGS

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*Town of Estes Park, Larimer County, Colorado, November 18, 2004*

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 18<sup>th</sup> day of November, 2004.

Committee: Chairman Habecker, Trustees Jeffrey-Clark and Levine

Attending: All

Also Attending: Town Administrator Repola, Clerk O'Connor, Public Works Director Linnane, Fleet Mgr. Mahany, Public Works Office Mgr. Button

Absent: None

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

### **BUDGETED TRACTOR FOR PARKS DEPT. – REQUEST APPROVAL OF BID.**

The Parks Dept. Budget includes \$28,000 for replacement of the 1986 tractor. Bids were as follows:

Bi-State Machinery Co., Inc., Greeley		
2004 JD Tractor w/front bucket, mower deck & snowplow	\$19,150	
Less trade-in	- 2,500	\$16,650
Longs Peak Equipment Co., Longmont		
2004 Tractor w/front bucket, mower deck & snowplow	\$20,063	
Less trade-in	- 1,800	\$18,263

Longs Peak included two provisions for an equipment exchange program: upgrading the basic tractor only to a new tractor annually at a cost of \$2,729/yr., or upgrading once every 2 years at a cost of \$4,110.

The Bi-State bid did not include a rollover agreement; however, if needed after 4 years, the engine in this tractor could be replaced for approximately \$3-3,500 and still be more cost-effective than accepting the rollover agreement. Following discussion, **the Committee recommends accepting the Bi-State Machinery bid in the amount of \$16,650, adding the extended warranty for the additional estimated cost of \$1,000 as determined by the John Deere Warranty Division.**

### **ESTES VALLEY.NET – MUNICIPAL BUILDING ROOFTOP DISH LEASE – REQUEST APPROVAL OF LEASE EXTENSION.**

Estes Valley.Net is requesting a one-year renewal of their existing lease for placement of the small rooftop antenna dish on the Municipal Building. **The Committee recommends approval of the one-year extension as requested.**

### **VISITORS CENTER DESIGN/BUILD CONTRACT, PART I FOR PRELIMINARY GUARANTEED MAXIMUM PRICE.**

Town Administrator Repola reported that this item has been tabled and Basis Architecture has been advised that cost estimates as submitted are unacceptable. Staff and Basis will meet to further discuss the contract.

**REPORTS.**

1. Trails: Fish Creek and Fall River Trail Projects. Construction start-up will most likely begin after the 1<sup>st</sup> of year, and staff will discuss re-appropriation of funds to the 2005 Budget with the Finance Dept.

CDOT has advised that additional state funds are now available and staff will apply for funding for trails. Public Works Dir. Linnane and staff were commended for their expertise and networking with CDOT on applying for and obtaining federal grant funds.

2. CDOT Highway 34 Bridge Detour. The detour project has been extended four days and should re-open on November 22<sup>nd</sup>.
3. Street Sign Replacement Project. The Committee received an update and staff is awaiting an additional sign sample and firm cost estimates. Staff intends to install the two sample signs for public input prior to finalizing the scope of the project.
4. Miscellaneous. Mgr. Button reported on an Internet Training Class on Sidewalk Management held in the Board Room 11/17/04. Between 100-150 national municipalities participated and representatives from the Community Development, Streets and Parks Departments attended. In summary, staff intends to develop a Sidewalk Management Policy in the near future, and public input will be solicited. The Committee supports and encourages this type of cost-efficient training, and Director Linnane praised Mgr. Button for her effort.

Chairman Habecker noted his appreciation to staff in suggesting a delay in the Visitors Center Contract and Street Sign Project as the best interests of the Town are being well served.

Trustee Jeffrey-Clark called attention to the sand accumulation on Community Dr. at the crosswalk/intersection near the School Campus. Director Linnane confirmed the Street Dept. will be advised and the situation will be remedied.

There being no further business, Chairman Habecker adjourned the meeting at 8:29 a.m.

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Vickie O'Connor, CMC, Town Clerk