

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, September 16, 2009

Minutes of a Regular meeting of the **ESTES PARK URBAN RENEWAL AUTHORITY** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 16th day of September, 2009.

Commissioners: Chairman Newsom, Commissioners Blume, Halburnt, Little, White and Wilcocks

Attending: Chairman Newsom, Commissioners Blume, Halburnt, Little, and White

Also Attending: EPURA Dir. Smith and Deputy Town Clerk Deats

Absent: Commissioner Wilcocks

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

COMMUNITY COMMENTS.

Michael Menard, President of the Estes Valley Contractors Association, requested local preference be applied when considering bids for the upcoming Grandstands Project to keep these dollars circulating within the community.

Ben Greer, Cornerstone Construction Concepts, asked that the EPURA Board consider local preference for the Grandstands Project to keep dollars in the community and provide work to support local contractors, their employees and families.

COMMISSIONER COMMENTS.

Chairman Newsom noted that a vacancy on the Board created by the death of Commissioner Martinsen will be filled at a future date by an appointment made by the Mayor and Trustees.

Commissioner Little expressed appreciation for Executive Director Smith's contributions to EPURA.

MINUTES.

The minutes of the regular meeting held July 15, 2009, were approved.

DISCUSSION – EPURA BUDGET FOR FISCAL YEAR 2010.

Dir. Smith presented a draft budget for review. The budget is traditionally adopted in December but, due to his resignation, Dir. Smith proposed adopting the budget in October prior to leaving his position as Executive Director. EPURA has committed all of its remaining monies to the Grandstands Project and the Façade Improvement Program. The projected property tax increment for 2010 is expected to be approximately \$20,400. The draft budget reflects \$20,400 available for projects and no money budgeted for administration, which will likely be taken over by Town personnel. Dir. Smith recommended proceeding with posting the public notice for adoption of the budget. The Commissioners discussed the Façade Improvement Program acknowledging its benefits, but questioning whether the program should be discontinued so the remaining funds can be used on the Grandstands Project, or if an ending date should be imposed. Originally, \$90,000 was dedicated to the Façade Improvement Program with no specified ending date. Dir. Smith reported that approximately \$40,000 has been committed to the program thus far and anticipates additional applications will be received now that the busy season is winding down. After discussion, it was **moved and seconded (White/Little) to continue the Façade Improvement Program until the \$90,000 originally appropriated to the program**

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has been utilized, and it passed. Those voting “Yes” Commissioners Little, Newsom and White. Those voting “No” Commissioners Blume and Halburnt.

It was **moved and seconded** (Little/White) that **Dir. Smith publicize the Notice of Proposed Budget in order to proceed with the budget adoption process**, and it passed unanimously.

LOCAL PREFERENCE ADDENDUM TO GRANDSTANDS INVITATION TO BID.

Chairman Newsom voiced concern that delaying the bidding process in order to write and advertise an addendum to the Invitation to Bid may result in the Grandstands Project not being completed on schedule, and opened the floor for discussion.

Jerry Miller, Town resident and licensed architect, spoke in favor of adding a local preference addendum to the bid documents and extending the bid date as a courtesy to bidders. He said addendum language and processes similar to the federal government’s Minority Business Enterprise (MBE) selection process could be utilized which would require bidders to demonstrate that their proposals include bids from local subcontractors for a specific dollar amount of the total contract.

Mark Westover, Westover Construction, supported local preference and questioned whether local preference might discourage valley contractors from bidding on the project. He said a general contractor should be chosen based on qualifications, expertise, and price.

Roger Thorp, Thorp Associates, architect for the Grandstands Project, reviewed methods utilized to raise awareness and generate interest in the project which included newspaper articles, legal notices, an announcement at the Estes Valley Contractors Association meeting, advertisement in the Daily Journal (a publication with circulation throughout Colorado and Wyoming), the Town’s website, and plan rooms in Fort Collins, Denver, and Cheyenne. He stated that approximately 60% of the overall cost of the project will be for the steel building and bleachers and suggested 10% as a reasonable figure for local preference on a project of this type. Mr. Thorp recommended issuing an addendum notifying contractors that local preference in the amount of 10% of the total construction costs will be applied to the project, but opposed extending the bid closing date. He advised that at this time rather than to extend the bid deadline, local preference be considered as the bids are reviewed.

Following discussion it was **moved and seconded** (Halburnt/Blume) that **10% of the overall construction costs of the Grandstands Project be awarded locally, with local being defined as within the Estes Valley planning area, and that an addendum to the Invitation to Bid be issued September 16, 2009, with no extension of the bid deadline date**, and it passed unanimously.

Mr. Thorp invited the Commissioners to participate in the bid opening for the demolition of the existing grandstands which will take place on September 16, 2009, at 2:00 p.m. in Room 130 of the Town Hall.

EXECUTIVE DIRECTOR’S REPORT.

1. Grandstands Update – Bid deadline for the demolition of the grandstands is 2:00 p.m. September 16, 2009, and bids for grandstand construction are due on September 22, 2009.
2. Resignation – Dir. Smith submitted his resignation as EPURA Executive Director effective October 13, 2009. He expressed his appreciation to the Commissioners and his hopes for EPURA’s continued success.

On behalf of the Commissioners, Chairman Newsom regretfully accepted Dir. Smith’s

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resignation and thanked him for his professional leadership and contributions to EPURA. Commissioner Halburnt stated that Deputy Town Administrator Richardson will assume the duties of the EPURA Executive Director.

Whereupon, Chairman Newsom adjourned the regular meeting at 9:17 a.m.

Cynthia Deats, Deputy Town Clerk