

Town of Estes Park, Larimer County, Colorado, February 21, 2002

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 21st day of February, 2002.

Committee: Chairman Barker, Trustees Doylen and Gillette

Attending: Chairman Barker, Trustee Doylen

Also Attending: Town Administrator Widmer, Public Works Director Linnane, Clerk O'Connor

Absent: Trustee Gillette

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

2001/2001 WATER LOOP PROJECT CHANGE ORDERS – APPROVAL.

The Committee reviewed 2 change orders for the 2000 and 2001 Water Loop Projects (James St.-MacGregor Ave. and Stanley Cir. Interconnect) totaling \$20,082.00. Following discussion, **the Committee recommends approval of the change orders as submitted for a total expenditure of \$20,082.00, to be funded from the 2002 Water System Capital line item.**

MUNICIPAL BUILDING RECEPTIONIST DESK AREA SECURITY ALARMS – REQUEST AUTHORIZATION TO PROCEED.

Funds were budgeted in 2001 for a security/panic alarm system for the receptionist areas of Finance, Administration, Police, Engineering and Community Development, plus the Finance Office. Facilities Mgr. Sievers noted that this equipment will provide each center with a “call button” that connects directly to the Police Communication Center and generate a request for Police assistance at that given office. This equipment will connect into existing radio equipment.

In 2001, \$5,234.89 was expended for the purchase and installation of software and hardware. The remaining \$10,600 to complete the project (install 19 call buttons, etc.) could be funded from the Water and Light and Power Departmental budgets.

Discussion followed on officer availability during standard working hours and potential assignment to attend Town Board and Municipal Court sessions, testing of the system to ensure alarms meet expectations, security for the entire building, caution against potential over-reaction, and confirmation that existing alarm systems do include an audible alarm function. **The Committee recommends proceeding the completion of the alarm system, funding the balance of \$10,600 from the Water and Light and Power Departmental maintenance budgets.**

STANLEY AVENUE TRAIL, PHASE II – REQUEST AUTHORIZATION TO PROCEED.

In 2001 and 2002, funds were budgeted for a concrete sidewalk extending from Hwy. 36 south, along Stanley Ave. to Prospect Ave. Phase I is underway and the Phase I contractor, Cornerstone Concrete, will honor the same unit prices to construct Phase II. Thus, the unit prices will allow construction of the trail to Prospect Ave. and continue

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east to Hwy. 7, if right-of-way and crossing issues can be resolved. The cost of both phases is now \$110,000.

Assuming there are no unforeseeable difficulties, the Committee recommends staff be authorized to proceed with Phase II, constructing the trail to Hwy. 7 for the total budgeted amount of \$110,000.

TOWN BOARD ROOM REMODELING PROJECT – REQUEST APPROVAL OF CHANGE ORDER FOR VOTING SYSTEM.

A major portion of this Project is the Audio Visual (AV) system, and included in this component, is the voting system. The consultant has offered three alternatives in terms of the type of voting system that is to be installed. Director Linnane reviewed Alternatives A, B, and C as prepared by Joe Calvin/Thorp Associates. In summary, Alternative C is preferred as it eliminates (1) installation difficulty, including safety concerns, relative to changing nameplates as a soffit-mounted, lighted voting display box would be installed approximately 11' off the floor (A), and (2) dependency on a camera operator to review the outcome of the vote (B).

Discussion followed on assurance that adequate training will be provided on the new system, with **the Committee recommending approval of the change order for Alternative C, including the additional expenditure of \$7,400.**

MUNICIPAL BUILDING HVAC PROJECT – REQUEST APPROVAL TO PROCEED.

The 2002 Budget (\$163,000) includes the installation of air conditioning for the Municipal Building (excluding office space already air-conditioned, and space that may not require it)). A cost estimate is expected by March 1st and Board Room Remodeling Project subcontractors need to begin construction by the first week of March. Due to scheduling conflicts, staff is requesting approval to proceed with the project.

The Committee recommends staff be authorized to proceed if the cost proposal is at or within the budget, noting that additional discussion at a Town Board meeting may be necessary should the cost exceed the budget.

REPORTS.

Water Dept. Line Replacement Priority List. Director Linnane briefed the Committee on said Priority List: Priority 1 (imminent failure lines) is complete; Priority 2 (continual problem lines) will be completed in 2003; and Priority 3 (fire protection needed) should be completed in 2006. Water rates provide funding for the investment (upgrade and maintenance) in the water system.

Gateway Sign Project. Public Works Director Linnane reviewed the history of this joint project with the Rotary Club for three proposed entrance signs at: Hwy. 36 (installed), and on Hwy. 34, and Hwy. 7. The Town budgeted \$30,000 for all signs and Rotary contributed \$13,200. However, actual cost of the Hwy. 36 sign alone was \$27,000.

As the budget was exceeded, staff is seeking direction on how or if to proceed. Following discussion, consensus was reached to obtain and confirm sign costs prior to proceeding. Speaking on behalf of Rotary, Wil Smith noted that stone, including a slab, has been purchased by EPURA and if the stone slab is appropriate in scale and site, the Hwy. 34 sign cost should be significantly reduced. The Committee and Director

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Linnane expressed their appreciation to the Rotary Club for their participation on this worthwhile project.

REQUEST AUTHORIZATION TO ENTER EXECUTIVE SESSION.

Staff requested the Committee enter executive session based on Section 24-6-402(4)(e), C.R.S. – Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instruction negotiators.

It was **moved and seconded** (Doyle/Barker) **that based on C.R.S. Section 24-6-402(4)(e), the Public Works Committee enter Executive Session to discuss said item listed above**, and it passed unanimously.

Whereupon Chairman Barker adjourned the meeting to Executive Session at 9:01 a.m.

Vickie O'Connor, CMC, Town Clerk