

**RECORD OF PROCEEDINGS**

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*Town of Estes Park, Larimer County, Colorado, April 15, 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 15<sup>th</sup> day of April, 2004.

Committee: Chairman Habecker, Trustees Jeffrey-Clark and Levine

Attending: All

Also Attending: Town Administrator Widmer, Public Works Dir. Linnane, Const. Mgr. Sievers, Director Joseph, Sr. Electrical Engr. Matzke, Finance Officer Brandjord, Clerk O'Connor

Absent: None

Chairman Habecker called the meeting to order at 8:00 a.m. and welcomed newly-elected Trustee Chuck Levine.

**PROSPECT MOUNTAIN 2-WAY RADIO BASE STATION – REQUEST AUTHORIZATION TO PURCHASE BUDGETED EQUIPMENT.**

The 2004 Community Reinvestment budget includes \$10,000 for the replacement of the more than 20-year-old 2-way radio base station on Prospect Mountain, and the more than 20-year-old backup station in the Municipal Building (both systems work jointly). Due to the age of this equipment, parts are no longer available. This radio base station serves the radio needs of the Water and Public Works Departments. It is also linked to Police Dispatch for communications with Water Dept. crews when problems arise and Street Dept. crews during snow removal. The budget line item for this purchase is \$10,000, and cost of the equipment is as follows:

Wireless Advanced Communications (State Bid/Government pricing)

Motorola MTR Base Station w/installation	\$ 7,955.75
Motorola CDM1550/Municipal Building Link (back up)	<u>1,235.45</u>
Total – State Pricing	\$ 9,191.18

Following discussion on compatibility with existing equipment, **the Committee recommends approval to purchase the budgeted equipment in the amount of \$9,191.18 as outlined above.**

**MUNICIPAL BUILDING AIR-CONDITIONING PROPOSAL FOR FIRST & SECOND FLOORS – REQUEST AUTHORIZATION TO INCLUDE IN 2004 BUDGET.**

A majority of the Municipal Building air-conditioning was installed during the construction of the 2002 Board Room project; however, air-conditioning for south-facing Rooms 201, 202, 203, the Training Room and Training Annex was not installed as funds were unavailable in 2002.

With the current remodeling project nearing completion, it is apparent that the new meeting space on the first floor (Training Room and Training Annex) will be in high demand. Demand for the second-floor meeting space is already high.

Anticipating future air-conditioning requests, staff solicited a price from the remodeling project air-conditioning subcontractor to install air-conditioning in Rooms 201, 202, 203,

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the Training Room and Training Annex. Regarding budget, the under-budget Old Man Mountain Drainage Project could provide necessary funding. Old Man Mountain drainage excess funds are as follows:

\$50,000
<u>- \$8,500</u>
\$41,500 (remaining funds)

The cost of air-conditioning and misc.	\$35,000 (6 stand alone units)
Contingency	<u>5,000</u>
Total estimate:	\$40,000

Discussion, including clarification on “contingency” funding and building (roof) insulation followed, with **the Committee recommending staff proceed with the air-conditioning proposal, authorizing an expenditure of \$40,000 as specified above.**

**MacGREGOR AVE. SIDEWALK & KNOLL TRAIL – REQUEST APPROVAL TO CONSTRUCT.**

The Rotary Club (“Club”) and Coleman Foundation have donated approximately \$20,000 for construction of an “Overlook” viewing platform overlooking the Black Canyon Creek area, off MacGregor Ave. The Club has coordinated fill material at no charge from Cornerstone Engineering. Time is of the essence, thus staff met with Club representatives and Cornerstone Engineering to discuss the project schedule and responsibilities.

To take advantage of the free fill material, the Club has expedited their schedule; below is a tentative schedule to complete the Knoll Property Master Plan, lower portion:

1. The unfinished half of the trail along the lower portion of the site: April through June.
2. The MacGregor Ave. curb, gutter and 8'-wide sidewalk: April through June.
3. The MacGregor Ave. Underground Conductor Project (Light and Power Dept. 2007 Capital Improvement Project): April through June.

The Light and Power Dept. budget includes \$300,000 this year, and another \$300,000 in 2005 for the “Estes to Loveland Fiber Optics Project”; PRPA recently revised the cost estimate and Estes Park’s total cost should be a maximum of \$200,000. Funds are available for the MacGregor Underground Project, and the Utilities Committee would review any proposed changes to this particular budget.

Staff is requesting approval to proceed with the sidewalk and lower trail portion as follows:

Lower Trail (#1 above)	\$ 25,000
Sidewalk (#2 above)	<u>125,000</u>
Total cost	\$150,000

The Larimer County Open Space 2003-2004 Knoll-Willows Trail available Budget is \$165,000. The 2004 Budget Fund Balance estimate will not change; however, the 2004 Open Space Budget expenditure must be supplemented.

The contractor is also available at this time to proceed with the project.

Community Development Dir. Joseph commented that the Overlook is part of the Master Plan; members of the Knoll-Willows Advisory Committee are aware of this portion of the Project and have responded favorably. Extending the sidewalk is not part of the Club’s project, and Dir. Linnane added the sidewalk will be approximately 8’ wide,

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and it involves electrical underground, the roadway will be narrowed to 11'±, and most likely, 3 parking spaces will be eliminated (8 spaces were added off the Bypass).

The upper portion of the trail has been completed; the bridge located at the bottom should be installed the next two weeks, and the cabin and porch will be restored/rebuilt. The fieldwork for a structural assessment of the ruins has been completed. Minimal signage (a warning not to climb the ruins) is planned this summer; however, staff is planning a floor level “catwalk”, proceeding through the front door of ruins onto a platform with railing. Signage could be included in this funding portion; however, staff is not requesting for the catwalk pending approval. A ribbon-cutting celebration has not yet been planned.

NOTE: Dir. Linnane confirmed that he will advise Utilities Committee members on the Light and Power portion of this project, and he will give a presentation at the April 27<sup>th</sup> Town Board meeting.

**The Committee recommends approval of the \$150,000 expenditure for the sidewalk and lower trail portion of the Knoll-Willows Trail with funding as specified above.**

### REPORTS.

Municipal Building Remodeling Project Update. The project is on schedule, with completion of the entire project anticipated by July 14<sup>th</sup>.

Trail Update: Fish Creek and Fall River. Both trails are in the “design phase”, and neighborhood meetings to gather input will be scheduled prior to final design approval. The Fish Creek Trail will be extended to Scott Ave., and the Fall River Trail is being extended to Riverside Dr. Both projects are within Town Limits and funding is provided from a matching State grant. A September start-up date is anticipated for both projects. Discussion followed, with staff confirming research will be conducted on federal beautification funding.

Highway 34 Gateway Sign Landscaping Update. As a preliminary test of the light installation, an evening photograph was distributed - positive comments were heard. Landscaping will be provided in-house by June 1<sup>st</sup>±.

### Miscellaneous.

- (1) Following discussion of excess sand on Community Dr. at the schools as the problem relates to public safety, Dir. Linnane confirmed a sweeper would be dispatched to the area immediately.
- (2) Responding to a question concerning whether the Town could donate equipment to help demolish mobile homes, the Committee directed staff to contact Town Attorney White and Pat Washburn/Coalition Group to determine the Town's liability issues and logistics; staff will report their findings directly to Chairman Habecker.

There being no further business, Chairman Habecker adjourned the meeting at 8:39 a.m.

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Vickie O'Connor, CMC, Town Clerk