

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, April 24, 2008

Minutes of a Regular meeting of the **PUBLIC WORKS COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held at Town Hall in said Town of Estes Park on the 24th day of April 2008.

Committee: Chairman Blackhurst, Trustees Levine and Miller

Attending: All

Also Attending: Town Administrator Halburnt, Deputy Town Administrator Richardson, Director Zurn, Superintendent Mahany, Facilities Mgr. Sievers, Town Clerk Williamson

Absent: None

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

PUBLIC COMMENT.

None.

BARK BEETLE ORDINANCE – Request Approval.

The Public Works Department requests the approval of an ordinance to regulate the management of the Mountain Pine Beetle on privately owned properties. The proposed ordinance would be similar to the current State and County regulations that are enforceable within Town limits; however, the resources from these agencies are currently limited. The ordinance would be enforced through the municipal court and if required as a referral to the Larimer County Forester office. The proposed ordinance includes language for the management of dwarf mistletoe.

Trustee Miller raised concern with the inclusion of dwarf mistletoe within the same ordinance. He stated the ordinance does not address the treatment of an infested tree with mistletoe; therefore, the only option for a property owner would be to remove the infested tree.

Discussion followed: concern was raised regarding the timeframe for removing an infested tree through the Municipal Court system – beetles may fly prior to removal; preventative measures are not addressed within the proposed ordinance and should be promoted by the Town; mitigation and prevention of trees on Town owned property; the focus of an ordinance should be narrow; how would infested trees be removed from a property – by whom and at what expense; questioned assessing the property owner twice the removal cost and an administrative fees.

Dir. Zurn commented the enforcement process of the proposed ordinance could be done within 60 days; therefore, a season would not be lost in addressing an infested tree. Worse cause the beetles would fly to nearby trees that would need to be removed as well. The Park Dept. is monitoring Town owned property; however, prevention has not been addressed. The upcoming Tree Symposium would provide educational and prevention information to the public.

Town Administrator Halburnt stated the proposed fee would provide incentive for the property owner to address the infested tree rather than the Town.

The **Committee recommends 1) Removal of the dwarf mistletoe from the proposed ordinance, 2) Discuss procedure with the Municipal Court prior to the Town Board meeting, 3) “If left unmitigated” to be added to the second Whereas statement, 4) Action item at the May 13, 2008 Town Board meeting.**

POLICY FOR DEVELOPERS PAYING OBLIGATED IMPROVEMENTS AS CASH IN LIEU OF ACTUAL CONSTRUCTION – Request Approval.

The Development Code requires that numerous publicly owned improvements such as roads and drainages are required to be improved or replaced adjacent and through proposed developments. The policy would require the Public Works Director to decide whether or not the developer should construct the required improvements or require cash in lieu of construction. All funds collected would be determined by an estimate agreed upon by the Public Works Director and the developer. The funds would be 125% of the estimated current value of the improvements. The developer may appeal all decisions regarding this policy to the Public Works Committee upon written request to the Public Works Department. The funds would be interest bearing to account for inflation and all interest would be retained by the Town and not eligible for reimbursement to the developer.

Discussion was heard with regard to the method used to track the funds; establishing a separate fund from the General Fund; establishing a policy on how/when to expend the fund.

Dir. Zurn recommended the funds be tracked by address within the General Fun and used when improvements are made within that area.

The Committee recommends 1) Approval of the policy as outlined above, 2) A summary on the effectiveness of the policy within a year and 3) Report to the Town Board on May 13, 2008.

CONSULTING AND SURVEYING SERVICES FOR PROSPECT AVENUE – Request Approval.

The annual Street Improvement Program (STIP) improves the structural maintenance and rehabilitation of local streets and parking lots as outlined by MicroPaver, a Windows based program that measures the Pavement Condition Index (PCI). Fir and Prospect are ranked at the bottom with a PCI of 50 with all streets ranked lower than 69 slated for an asphalt paving overlay. This local collector street would be reconstructed to improve stormwater drainage, add curb and a six foot wide concrete pedestrian sidewalk. Staff would complete most of the design; however, the services of a Surveyor/Engineer are needed to provide accurate mapping and plan and profile sheets to precede the design. A RFP was written in March and proposals have been received from the four consulting companies as follows:

Consulting Engineer	Address	City	Proposal Cost	Notes
Cornerstone	1692 Big Thompson Ave	Estes Park	\$8,500	Principal \$100/hr, Survey \$85/hr, CADD \$55/hr
Landmark	3521 W. Eisenhower Blvd	Loveland, 80537	\$17,750	no boundary surveying. T&M offered. Principal \$95/hr, Survey \$117, CADD \$60/hr
RG Consulting	1331 17th St. Suite 710	Denver, 80202	\$13,260	Extra work at T&M. \$100/hr Mgmt. Survey/CADD \$60/hr
Van Horn Eng.	1043 Fish Creek Road	Estes Park	\$14,971	Principal / PE \$105/hr, Survey \$120/hr, CADD \$75/hr
				does not include and utility depth mapping. No title work.
			\$13,620 = Average	

Dir. Zurn reviewed the bids and stated Cornerstone Engineering and Surveying was the low bid; however, based on the hourly wage submitted with the RFP, the number of

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hours to complete the work would not be adequate. Staff recommends approval of RG Consulting for the project.

Kerry Prochaska/Cornerstone Engineering and Surveying commented the bid price quoted was a lump sum cost not based on an hourly wage. In order to keep staff employed, the company would provide the product for the quoted price and meet Town's specifications for the lump sum with no additional costs to the Town.

The Committee recommends approval of Cornerstone Engineering and Surveying to provide the Surveying and Engineering for the annual STIP project along Prospect and Fir at a cost of \$8,500 lump sum from account #101-2400-424-22-02.

REPORTS.

1. Drainage Master Plan RFP – Parts of Estes Park experience seasonal rain generated stormwater and erosion trouble, and those complaints flood into the engineering department. Funds have been allocated to hire a professional consultant to research portions of Town and produce a document with recommendations for future protocols and projects to restore the historic drainage ways. The two study areas are Prospect Mountain southeast and the Elm road area. Staff has written an RFP and has sent it to several specialty civil engineering consultants. Results and findings will be brought back to Public Works Committee on May 22, 2008 with a final report scheduled for November 2008.
2. Fall River Trail - Phase 4 Update: (Valley Road west to Castle Mountain Lodge) Van Horn Engineering (VHE) has completed the final design for the next phase of the trail construction and CDOT will complete a review prior to bidding. VHE held a public comment meeting on April 23, 2008 in Town Hall, and those comments will be incorporated. The final approval of the construction bid for the project is anticipated as an action item for either the May or June Public Works Committee. It is anticipated that construction will begin in late September. Public Works was not successful in obtaining a \$1 million GOCO grant for the trail system. Dir. Zurn commented the trail location has been approved through a license agreement with CDOT.
3. Town Hall Upgraded Light Fixtures - Phase 2: PRPA and L&P provided the funding for the project with PRPA funding 50% of the cost including labor and material. 120 fixtures were replaced within the Administration and Community Development Departments, and 2nd floor hallway. The electric energy saving will be approximately \$2,768/year. (Phase 1, 2007, produced an energy savings of about \$900/year) In addition, all portions of the old fixtures were recycled except for the plastic covers.

There being no further business, Chairman Blackhurst adjourned the meeting at 9:36 a.m.

Jackie Williamson, Town Clerk