

SPECIAL MEETING

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. REVIEW AGENDA
- V. OLD BUSINESS
 - a. Approve/Disapprove/Discuss Selection of Gazebo Design Proposal – Architect Meeting by Skype
- VI. ADJOURN

REGULAR WORK SESSION

- Flume Design
- Film Permit - Chamber
- Administrative Task List/Check in
 - Attorney Discussion
 - Dump Truck
 - Equipment Sale
- PZC 1/10 Recommendation to Allocate Funds to Survey Remainder of RGROW
 - Direct Clerk to Research & Draft Code of Ethics for BOT, PZ, PRAB
 - 125th Party
 - Parade Theme
 - Any Other Business

1/13/17

OPEN TO THE PUBLIC

MEMO

DATE: February 17, 2017
TO: Mayor and Board of Trustees
FROM: Randi
SUBJECT: SM & Work Session Notes

Gazebo Replacement Design: Anderson is joining us on Skype to present the information in the packet, so if its not making perfect sense right away, just hold tight...Please be aware that its around 1 in the morning for Anderson and thank him for this effort to join us! Please also keep in mind that this action is to hire him (or go back out for bid), not to accept a final design. We will be doing that hopefully in a couple of months. Thanks again for your questionnaire responses.

Discuss PZC Recommendation: I neglected to include this in your 1/17 WS and I apologize. On 1/10, the PZC took the following action: "Commissioner Freer moved to recommend that the Board of Trustees allocate funds to survey the length of the right of way from Fifth Street to Highway 149. The vote was unanimous. Commission Vice Chair Freer declared the motion carried."

Code of Ethics: Implementing a code of ethics has been on our list for many years, and it only seems to come up when there are problems. I'm interested in developing one that, among other things, addresses clear guidelines on abstentions/recusals for conflicts of interest, simplified Robert's Rules for reference, general rules of conduct, social media guidelines, speaking on behalf of the City, etc. I actually think this is the perfect time to do it because we aren't currently in the middle of any conflicts and we have an experienced board that understands why such policies are important. Also, of course, there's an ulterior motive: I need a project for my masters. I hope to have a draft to you by the 3/14 Work Session for you to mold into something that will hopefully improve our processes for this and many future boards to come. If you are on board with this, all I need is a "go for it" direction, but if there are specific things you would like me to be sure to include, please let me know!

125th & Parade Theme: The steering meeting for 125th events was a great conversation! I've included a draft calendar of events on the back of this page. It's a google cal and hard to read, so if its easier for you, access it [here](#). So many community organizations and businesses are participating and doing some cool stuff. For our part, we are coordinating the "Kickoff Party" on Saturday, June 10th, at Basham Park in conjunction with Burro Races that the Chamber is coordinating. AnnKate, Ramona, Kathleen, and myself volunteered to be on a planning committee for that event, and we would love to have a trustee involved? Anyone? We will provide details further down the road, but some things that were discussed were a bar-b-que, old-fashioned family games, a pie-eating contest, a sparkler parade, and live music. Additionally, Brad is coordinating some kind of ribbon cutting ceremony for the Creede model that Clyde has been working on during the day of our 125th. Hopefully we can involve South Fork in that since its their 25th birthday and the model currently resides there.

There seemed to be consensus that two parades so close together would detract from both events, and we do want the "spirit" of our birthday to extend throughout the whole summer, so the group wanted to suggest that the Trustees choose a parade theme that involves the 125th. Since this year will require more planning than normal, I'll ask you to choose the theme at your March meeting.

Celebrating 125 Years of Creede? Variations?

Thanks!

FLUME HEARING

TO: Mayor and Board of Trustees
FROM: Clyde
SUBJECT: Flume Hearing
DATE: February 17, 2017

This is the first of several public hearings we'll have on our flume project. The main goal of this hearing is to answer any questions about the project, present the preliminary schedule and status, and discuss our efforts needed to remedy some past oversights.

We approved, signed and submitted the grant agreement with DOLA on February 10, 2017 and I've attached the Performance Measures/schedule we'll be working with for the next couple of years.

Our primary goal is for public safety and the protection of real and personal properties, both private & public. Because of some of the oversights in the beginning of the flume, we'll need the cooperation of the property owners along both sides of the flume.

After reviewing Libby's Owner of Record logs, I've identified 41 property owners I expect to work with. This is preliminary and without the final draft of the construction plans this may change. No two properties are exactly the same and some of the properties on the south end of town are covered with a right-of-way grant we received from the State back in 1948. It wasn't recorded until 1994, but after checking with the State it is still in force.

There are eleven properties in Creedmoor with nine owners and I think they'll present more challenge than the properties in South Creede because of the path of Willow Creek, the lot layout, and the encroachments.

The width of the flume averages 32 foot and with our lots being 25 foot wide we should only need to deal with two lots, but because of uncertain boundaries, I've erred on the side of caution by listing more lots to work with than we may ultimately need with the final design and better property boundaries.

With project like this we normally need construction easements and permanent access/right-of-way easements. The big oversight back in 1949 was not only failing to get easements from all the property owners, the ones they did get, they failed to get recorded. In 1949 they were dealing with a planned project and the necessary easements and today we're dealing with an As-Built design, so it should be much easier.

I also think we'll have 100% cooperation, because I don't know anyone who lives in Creede or anyone who visits Creede that doesn't see the benefit of protecting Creede.

Alandren with Bohannon Huston will be here for our meeting on the 7th of March to help us learn more about the engineering and construction side of things. If by chance all the construction can be done within the confines of flume, we may be able to avoid construction easements this time, but we'll still need access or right-of-way easements because some people own lots in the flume. If by chance we can avoid access problems with this project, we will likely need them in the future and now is the time to get them.

The options I see for the access/right-of-way easements are fairly simple and straight forward allowing us the right to access the flume for repairs and maintenance. There has been a couple people in the past, say they would just as soon quit-claim their property in the flume to the city and that sounds easy enough, but don't really see that as the best solution. Survey's, compensation negotiations, and reverter rights could turn into more trouble than is practical/efficient.

4.3. Performance Measures. Grantee shall comply with the following performance measures:

<u>Milestone/Performance Measure/Grantee will:</u>	<u>By:</u>
Hold public meeting(s)	April 4, 2017 March 1, 2018 April 15, 2018
Completion of draft design	September 30, 2017
Completion of final design	December 31, 2017
Submit draft report	March 1, 2018
Recieve final plans for review/approval	April 15, 2018
Put Project out to bid.	May 1, 2018
Award and finalize subcontract(s) and/or sub-grant(s).	July 1, 2018
Provide DOLA with Project Timeline	July 15, 2018
Begin work/Contractor mobilization.	July 15, 2018
Conduct on-site walk through inspection(s) of Work Site(s)	November 1, 2018
Submit Quarterly Pay Requests	See §4.5.2 below
Submit Quarterly Status Reports	See §4.5.2 below
Submit Project Final Report	March 31, 2019

CITY OF CREEDE
Invitation for bids
Hobart Freezer

The City of Creede is interested in selling their 19__ Hobart Freezer. The freezer is not in working condition. The freezer can be inspected at the Virginia Christensen Recreation Center located at 408 North LaGarita Street in Creede.

The City will be accepting bids above one two hundred (\$200.00) dollars thru Tuesday March 7, 2017 at 5:00 PM. The bids should be in writing and can be dropped off at Town Hall, 2223 North Main Street or mailed to P.O. Box 457, Creede, CO 81130. Bids can also be emailed to clerk@creedetownhall.com.

CITY OF CREEDE
Invitation for bids
Plow Blade

The City of Creede is interested in selling their 19__
_____, plow blade. The plow blade can be inspected at
the Town Hall, 2223 North Main Street in Creede.

The City will be accepting bids above one two hundred (\$200.00)
dollars thru Tuesday March 7, 2017 at 5:00 PM. The bids should be in
writing and can be dropped off at Town Hall, 2223 North Main Street
or mailed to P.O. Box 457, Creede, CO 81130. Bids can also be
emailed to clerk@creedetownhall.com.

CITY OF CREEDE
Invitation for bids
Street Sweeper

The City of Creede is interested in selling their 1965, Wayne Street Sweeper. The sweeper can be inspected at the Town Hall, 2223 North Main Street in Creede.

The City will be accepting bids above one two hundred (\$200.00) dollars thru Tuesday March 7, 2017 at 5:00 PM. The bids should be in writing and can be dropped off at Town Hall, 2223 North Main Street or mailed to P.O. Box 457, Creede, CO 81130. Bids can also be emailed to clerk@creedetownhall.com.

CITY OF CREEDE
Invitation for bids
Flat Bed Truck

The City of Creede is interested in selling their 1963 Chevrolet, C60 flatbed dump truck. The truck can be inspected at the Town Hall, 2223 North Main Street in Creede.

The City will be accepting bids above one two hundred (\$2000.00) dollars thru Tuesday March 7, 2017 at 5:00 PM. The bids should be in writing and can be dropped off at Town Hall, 2223 North Main Street or mailed to P.O. Box 457, Creede, CO 81130. Bids can also be emailed to clerk@creedetownhall.com.

CITY OF CREEDE
Invitation for bids
Dump Truck

The City of Creede is interested in selling their 1973 Ford, F750 dump truck. The dump truck can be inspected at the Town Hall, 2223 North Main Street in Creede.

The City will be accepting bids above one two hundred (\$2000.00) dollars thru Tuesday March 7, 2017 at 5:00 PM. The bids should be in writing and can be dropped off at Town Hall, 2223 North Main Street or mailed to P.O. Box 457, Creede, CO 81130. Bids can also be emailed to clerk@creedetownhall.com.