

LA JUNTA URBAN RENEWAL AUTHORITY

CALL TO ORDER: The La Junta Urban Renewal Authority Board of Commissioners held a regular meeting on Thursday, May 9, 2019 at 4:00 p.m. at the CORE Building (upstairs). The meeting was called to order by Chairperson Bennett.

Board Members Present

Absent

Nancy Bennett
Trevor Herasingh
Justin Miller
Chad Penner
Cisco Perez
Jeffri Pruyn
Shade Wright

Rebecca Goodwin

**Subject to approval at the
June 13, 2019
Urban Renewal Meeting**

Also present: Cynthia Nieb, Economic/Urban Renewal Director
Melanie Scofield, UR Secretary/City Clerk
Bette McFarren, Tribune Democrat

CITIZENS PARTICIPATION:

There was no citizen's participation.

MINUTES: March 14, 2019

Chairperson Bennett asked if there were any corrections or additions to be made to the March minutes. A motion was made by Jeffri Pruyn, seconded by Trevor Herasingh, that the minutes for March 14, 2019 be approved as published. The motion carried unanimously.

REPORT: Bob Offut

Mr. Offut was not in attendance at this meeting.

FINANCIAL STATEMENTS: March and April 2019

Chairperson Bennett asked if there were any questions about the March or April financial statements. Hearing none, a motion was made by Justin Miller, seconded by Trevor Herasingh, that the financial statements for March and April 2019 be approved as presented. The motion carried unanimously.

DISCUSSION: Due to a surprise authorized expense, along with our prior commitments, we will finish the year almost \$19,000.00 in the hole according to March's numbers and that jumps to \$20,500.00 according to April's financial. Treasurer Wright suggests that the budget be adjusted by re-allocating certain items. We need to be vigilant with our dollars in our budget. There was also discussion regarding Urban Renewal's money at TBK Bank and to possibly move that money into Colorado Trust which is more public fund friendly.

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MOTION TO PURSUE USING THE COLORADO TRUST AS AN OPTION BARRING LEGALITY OR CONFLICT WITH OUR BY-LAWS OR CITY RESOLUTIONS THAT WE MOVE OUR MONEY INTO COLORADO TRUST; I SUGGEST TAKING A CONSENSUS VOTE TO BE BACKED UP BY AN EXECUTIVE VOTE OUTSIDE OF THE MEETING:
Miller

SECOND: Herasingh

DISCUSSION: There was no further discussion

VOTE: The motion carried unanimously

MOTION TO AMEND ORIGINAL MOTION TO CORRECT “COLORADO TRUST” TO THE “COLORADO SURPLUS ASSET TRUST FUND”: Miller

SECOND: Herasingh

DISCUSSION: There was no further discussion

VOTE: The motion carried unanimously

REPORTS – Project Updates:

A. Mike Bourget

There is nothing new to submit this month. I am still waiting for the brick mason to begin the mortar repair. My new garage doors have been ordered.

B. CORE Center

- The elevator project is still moving forward. We have the new pump and jack installed and the elevator crew is currently working on the operation of the system.
- As this is a new install to get State approval for final inspection, a fire and heat sensor system will need to be installed (cost yet known).
- The drilling and new casing, which was time and material billing, turned out to be a little more than anticipated. Final costs for time and materials were \$38,142.00 vs. the \$25,000.00 we had planned.
- The total cost for the elevator modernization thus far is \$192,426.25 and we still have to have the fire and smoke system installed to be able to pass State inspection.
- The ground floor of the CORE building has been leased to Sangre De Cristo Hospice and home health care for the next five years.
- We have moved UR and ED offices upstairs and have done some remodeling to accommodate. Total costs have not been tallied. These are paid by Property Management.

C. Otero Museum

Roy Fritch reported that the project is complete. He will present paid invoices for reimbursement.

D. SECCP

Scope of Work – The project team, which includes Jessica Reske/Form Works + Desing, Derek Reece and Jake Holland/Summit Sealants, Janet Daniels/SHF grant administrator, Danielle Lewon/State Historical Fund specialist, and Rebecca Goodwin/SECCP and local rep, has met numerous times since the last report was submitted in February. These meetings revolved around solving the challenges of stabilization, hazardous materials abatement, roof rehabilitation, and completing the proposed work together within the allotted budgets. Influencing these discussions has been the fact that the SECCP was awarded funding, announced in early February, from SHF for Phase II stabilization. The team, therefore, needed to consider how to best and most efficiently accomplish both phases of work together all the while getting the roof on the building with the funds available. In mid-April, Summit Sealants provided a firmer cost estimate to accomplish this and has since drafted their contract for Phases I and II stabilization, and the roof rehabilitation. Changes in the scope have resulted (such as the removal of foundation work, needed archeological monitoring, and framing), which is understood and preliminarily approved by the SHF. Summit Sealants’ contract will be executed once we receive word from the SHF the Phase II contract is executed; it is currently in process. Once these two contracts are executed, Summit Sealants can mobilize and begin work on site. The project team is hopeful this could happen before the first of June; however, their timeline is dependent on the SHF.

Project Schedule – Based on the Feb. 20 meeting, the new schedule for the project is below but again is contingent on cost proposals, labor availability, and weather.

Anticipated Project Timeline (as of May 7, 2019)	
Receive new cost proposal from general contractor (Summit Sealants and Restoration Services, Inc.)	Received Mid-April 2019
Contract execution for Phase II stabilization with SHF	Mid-May 2019
Budget revisions and treatment approach concurrent with SHF based on abatement and general contractor cost proposals	Mid-May 2019
Subcontracts (and certification forms) for general contractor	Mid-May 2019
Pre-construction meeting (Phase I) with SHF	Held (April 12, 2019)
Construction and abatement activity begins	Early June 2019
Interim meeting with SHF	July 2019
Completion of Phases I and II Stabilization, including roof	Sept. 2019
Submit last deliverables to SHF (after photos, project summary)	Oct. 2019
Final financial report and project closeout	Nov. 2019

Budget – Because we now have a firm bid from Summit Sealants for Phase I, Phase II, and the rehabilitation of the roof, a budget revision will need to be submitted to the SHF. This cannot occur; however, until the SHF contract for Phase II is executed (anticipated later this

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month). We have not adjusted the budget in this report to reflect the changes as it has not been submitted and/or approved yet by the SHF. We do hope, however, to have this complete by next month and certainly before the general contractor begins work on site.

Expenditures to date based on current budget -

SHF Scope of Work and Budget Expenditures (to date)				
	<i>Task</i>	<i>Budgeted</i>	<i>Expended</i>	<i>Remaining</i>
A.	Architectural/Engineering	\$39,420	\$10,500	\$28,920
B.	Emergency Shoring	\$64,857	\$0	\$64,857
C.	Selective Demo/Abatement	\$25,767	\$0	\$25,767
D.	Foundation Rehabilitation	\$50,750	\$0	\$50,750
E.	First Floor Framing Rehab	\$14,729	\$0	\$14,729
F.	Archeological Monitoring	\$5,000	\$0	\$5,000
G.	GC, Permit, Bonds, OH&P	\$60,491	\$0	\$60,491
H.	Grant Administration	\$15,000	\$3,120	\$11,880
	<i>Contingency</i>	\$24,000	\$0	\$24,000
	SHF Project Total	\$276,014	\$15,780	\$260,234
Roof Rehabilitation (to date)				
		<i>Budgeted</i>	<i>Expended</i>	<i>Remaining</i>
	Roof Rehabilitation	\$189,000	\$0	\$189,000
	Architectural/Engineering	\$12,000	\$5,640	\$6,360
	Roof Project Total	\$201,000	\$5,640	\$195,360
Project (Phase I + Roof) TOTAL		\$477,014	\$21,420	\$455,594

Work to be accomplished before the next Progress Report

We hope to be under contract for Phase II with the SHF at which point we can then move forward with the contract with Summit Sealants, so they may begin the stabilization, roof, and abatement work. Various deliverables will also need to be submitted to the SHF to accomplish this including a new budget that will request a use of contingency. We anticipate the next report showing the new budget as well as additional expenditures.

NEW BUSINESS

A. Urban Renewal Director:

- 1. Parking Lot** – The design schematic of the parking lot at the old Book Stop lot was provided. An agreement of the basic design needs to be approved in order to move forward. The Board looked over the design.

MOTION TO APPROVE THE DESIGN SCHEMATIC ONLY OF THE PARKING LOT NOT INCLUDING COSTS: Miller

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SECOND: Pruyn

DISCUSSION: There was no further discussion

VOTE: The motion carried unanimously

2. **Board Vacancy** – Encourage people to fill out an application before the next board meeting.
3. **UR Properties** – Creating an RFP was suggested to sell properties that Urban Renewal owns. There would need to be a specific contract as to what is allowed and time frames.

B. **Governing Body Comments:**

1. Shade Wright: Need to work on future projects that regenerate our TIF funds.

There being no further business, the meeting was adjourned at 5:20 p.m.

Nancy Bennett, Chairperson