

LA JUNTA URBAN RENEWAL AUTHORITY

CALL TO ORDER: The La Junta Urban Renewal Authority Board of Commissioners held a regular meeting on Thursday, August 8, 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
Rebecca Goodwin
Trevor Herasingh
Chad Penner (arrived at 4:11 p.m.)
Jeffri Pruyn
Shade Wright

Justin Miller
Cisco Perez

**Subject to approval at the
September 12, 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: July 11, 2019

Chairperson Bennett asked if there were any corrections or additions to be made to the July minutes. A motion was made by Shade Wright, seconded by Jeffri Pruyn, that the minutes for July 11, 2019 be approved as published. The motion carried unanimously.

FINANCIAL STATEMENTS: July 2019

Chairperson Bennett asked if there were any questions regarding the July financial statements. Hearing none, a motion was made by Jeffri Pruyn, seconded by Trevor Herasingh, that the financial statements for July 2019 be approved as presented. The motion carried unanimously.

PROJECT UPDATES:

A. Mike Bourget

There have been no changes this month. My new door is here. We just need to find the time to reconfigure the roof and new overhead door framing.

B. SECCP

Scope of Work – Summit Sealants will begin work on Phase I (which consists of shoring, demo, and critical abatement) and the roof rehabilitation on August 12th. An onsite, pre-construction meeting will be held at the building on August 7th at 11 a.m. with members of the SECCP, Form+ Works Design Group, Jane Daniels, and Danielle Lewon/State Historical Fund. This meeting will also kick-start the Phase II Stabilization project (#2019-

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02-022), which was executed in June. Summit Sealants is preparing the Phase II subcontract with SECCP now and should have it complete this week so Phase II may dovetail with Phase I at the end of August into September/October.

In addition to the beginning of construction for Phases I, II, and the roof, with URA approval and support, the SECCP has hired a private consultant, Fred Corn, to prepare a Phase I and Phase II environmental report in order for the project to qualify for the Brownsfields Tax Credit Program with the Colorado Department of Public Health & Environment (CDPHE). Because the amount for the roof rehabilitation is \$160,582.00, the URA agreed that some of the extra funds can be used to pay for the environmental consultant. While this is not indicated in the budget below, it will be included in the next project report as an expense under the Roof Rehabilitation line items. Fred Corn is currently undertaking his investigations with no reported setbacks; he should complete his reporting in a few weeks.

Project Schedule – The project schedule has not changed since the last progress report was submitted last month and is presented below.

Anticipated Project Timeline (as of August 1, 2019)	
Budget revisions based on contractor subcontract	August 2019
Subcontracts (and certification forms) for contractor(s)	Phase I complete; Phase II in process
Subcontract (and certification form) with Archeologist	N/A
Pre-construction meeting with SHF	Phase I and II – August 7, 2019
Stabilization of east wall	End of August 2019
Abatement	End of August 2019
Interim meeting with SHF	September/October 2019
Completion of Phase I Stabilization (Construction) including roof Beginning of Phase II Stabilization	October 2019
Submit last deliverables to SHF (after photos, arch report, etc.)	December 2019
Final financial report and project closeout for both Phases I and II	March 2020

Budget – The subcontracts with Summit Sealants for Phase I, Phase II, and the rehabilitation of the roof require a budget revision and contingency request to SHF who has requested we wait to officially make the changes until construction has begun. However, the new costs for the line items are reflected here but they have not yet officially been approved by SHF (though they are fully aware and in approval). This new budget and changes to the scope of work, which require the removal of the foundation rehabilitation, first floor framing (in Phase I), and the archeologist, will be further discussed on site with SHF on August 7th during the meeting.

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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	\$93,972	\$0	\$93,972
C.	Selective Demo/Abatement	\$97,041	\$3,742	\$93,299
D.	Foundation Rehabilitation	\$0	\$0	\$0
E.	First Floor Framing Rehab	\$0	\$0	\$0
F.	Archeological Monitoring	\$0	\$0	\$0
G.	GC, Permit, Bonds, OH&P	\$30,581	\$0	\$30,581
H.	Grant Administration	\$15,000	\$8,760	\$6,240
Subtotal		\$276,014	\$23,002	\$253,012
<i>Contingency</i>		\$24,000	\$0	\$24,000
SHF Project Total		\$300,014	\$20,002	\$277,012
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		\$501,014	\$28,642	\$472,372

Work to be accomplished before the next Progress Report

We will have held our onsite meeting on August 7th and the work will have begun by August 12th.

NEW BUSINESS

A. Approve 2020 Budget:

MOTION TO APPROVE THE 2020 BUDGET AS PRESENTED: Pruyn

SECOND: Goodwin

DISCUSSION: We need to be clear on where the \$75,000.00 for SECCP is sitting, whether it is in the 2019 or 2020 budget year. Also, it would be nice to see some percentage of the money from the rental of the CORE building come back to Urban Renewal.

VOTE: The motion passed unanimously

B. Urban Renewal Director:

- Business Cards** – It has been brought to my attention that some of the board members need business cards. Let me know if you would like business cards ordered for yourself.

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2. **Developing Properties/Costs** – Interfaith Alliance is interested in working with Conservation Trust regarding housing. They want to use a public entity’s land and find somebody to develop the land. It was encouraged to include Total Concept (Steve Cordova) in the process. The UR Director will continue investigating this opportunity.

C. Governing Body Comments:

1. There were no Governing Body comments.

There being no further business, the meeting was adjourned at 4:38 p.m.

Nancy Bennett, Chairperson