

**TOWN OF BENNETT, COLORADO  
BOARD OF TRUSTEES  
Regular Meeting  
April 13, 2021**

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**1. CALL TO ORDER**

The Board of Trustees of the Town of Bennett met in regular session on Tuesday, April 13, 2021 virtually via Zoom Link. Mayor Royce Pindell called the meeting to order at 7:00 p.m. The following persons were present upon the call of the roll:

Mayor: Royce Pindell

Trustees Present: Darvin Harrell  
Whitney Oakley  
Rich Pulliam  
Denice Smith  
Donna Sus  
Larry Vittum

Staff Present: Trish Stiles, *Town Administrator*  
Alison Belcher, *Public Relations Coordinator*  
Sara Aragon, *Community Development Coordinator*  
Steve Hebert, *Planning and Economic Development Manager*  
Danette Ruvalcaba, *Finance and Technology Director*  
Daymon Johnson, *Capital Projects Director*  
Robin Price, *Public Works Director*  
Gabrielle Renner, *Town Traffic Engineer*  
Dan Giroux, *Town Engineer*  
Melinda Culley, *Town Attorney*  
Christina Hart, *Town Clerk*

Public Present: Kathy Smiley, Ken Guckenburger, Todd Johnson, Paul Worthman,  
Alan Matlosz, Chad Ellington, John Cheney, Barry Moore

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Royce Pindell.

### 3. APPROVAL OF AGENDA

MAYOR PRO TEM HARRELL MOVED, TRUSTEE VITTUM SECONDED to approve the agenda as presented.  
The voting was as follows:

YES: Oakley, Pindell, Pulliam, Smith, Sus, Vittum, Harrell

NO: None

Mayor Royce Pindell declared the motion carried by unanimous vote.

### 4. CONSENT AGENDA

TRUSTEE VITTUM MOVED, MAYOR PRO TEM HARRELL SECONDED to approve the consent agenda as presented.

YES: Pindell, Pulliam, Smith, Sus, Vittum, Harrell, Oakley

NO: None

Mayor Royce Pindell declared the motion carried by unanimous vote.

A. **Action:** Approval of March 23, 2021 Regular Meeting Minutes.

B. **Action:** Resolution No. 869-21 – A Resolution Approving an Intergovernmental Agreement with Adams County for Contributions towards Motel Vouchers for Severe Weather Activation Plan Program (SWAP)

### PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

There were no public comments.

### 5. REGULAR BUSINESS

#### A. Action/Discussion

##### 1. Public Hearing

#### Case No. 20.25 – Bennett Village Final Plat

#### Resolution No. 870-21 – A Resolution Approving a Final Plat for Bennett Village

Mayor Pindell called the matter of Case No. 20.25 – Bennett Village Final Plat to order. The public hearing was opened at 7:03 p.m.

Christina Hart, Town Clerk, stated that in accordance with Colorado State Statute, notice of the public hearing was properly posted and published in the Eastern Colorado News on February 26, 2021. Legal #2458.

Mayor Pro Tem Harrell disclosed to the Board of Trustees of his personal and financial interest by receiving a neighborhood notice of the subject property public hearing, and recused himself from the public hearing discussion and voting.

Steve Hebert, Town Planning and Economic Development Manager reported to the Trustees Case No. 20.25 is a proposed final plat to subdivide 21.4 acres into 133 lots for single-family detached homes. The property is zoned MH – Mobile Home District. Traditional single-family homes are allowed in the MH district. Bennett Village is formerly known as Worthman Acres.

The property is located immediately east of the Brothers Four subdivision, bounded on the north by Kiowa Street, on the south by Bennett Avenue and on the east by the Custer Street alignment.

The proposed gross density is 6.21 dwelling units per acre. The average lot size is 3,757 square feet.

All homes will have alley-loaded garages. The development has plans to include a park, trail connections, a landscape buffer and a detention pond.

The surrounding area, includes a mix of residential, commercial and public zone districts and land uses.

Below are the primary lot and building standards for the MH District.

- Minimum Lot Area 3,250 square feet
- Minimum Lot Width 40 feet
- Maximum Lot Coverage 75%
- Maximum Height (Principal Structure) 20 feet

As proposed, the final plat can accommodate these standards. However, with the maximum building height at 20 feet, the subdivision would be limited to single-story homes. The applicant is working with a homebuilder who is considering a two-story design that would result in a home taller than the MH maximum height limitation. The appropriate zoning to accommodate a two-story home, on lots sizes as proposed, would be R-2 – Mid Density Residential. If the applicant pursues a rezoning, it will require public hearings by the Planning and Zoning Commission and the Town Board of Trustees. Regardless, the current plat application is consistent with either the MH District or the R-2 District.

### **Public Services and Utilities**

#### **Water**

- Water will be provided by the Town of Bennett.

#### **Sanitary Sewer**

Sanitary sewer will be provided by the Town of Bennett.

- Stormwater Management Stormwater will be collected and conveyed in accordance with Town standards to prevent any on-site or offsite flooding.

### **Access, Traffic and Streets**

- Local access is provided by Bennett Avenue and Kiowa Street, as well as a network of interior streets. Alleys will serve rear lot garages. All streets will be built to Town standards. The final plat will dedicate right-of-way for all public streets to be constructed at the developer's expense.

Although not required for this subdivision, the extension of Custer Street will be necessary in the future for access to property to the east, as well as for utilities. A note will be added to the plat describing how and when temporary emergency access will be provided along the Custer Street alignment, as well as future right-of-way acquisition on the east side of the street.

### **Fire and Rescue**

- All streets, turn-a-rounds, fire hydrants and water pressure will meet the Bennett-Watkins Fire and Rescue design standards. The development is subject to further hydrant location design review by the Fire District, which must occur prior to issuance of building permits.

### **Gas, Electricity and Telecommunications**

- Natural gas will be provided by Colorado Natural Gas, electricity by IREA and telecommunications by Eastern Slope Technologies (ESRTA). Appropriate easements for these providers are identified on the final plat.

### **Park Land and Public Facilities**

- The Municipal Code requires ten percent (10%) of the total land area contained within the subdivision to be dedicated to the Town for park land and other public facilities. Ten percent of the 21.4 acres would be 2.14 acres. The final plat identifies various tracts as open space or open space/utility easements, totaling 1.6452 acres. One of those tracts is a narrow landscaping strip (Tract A) along the west side of the property. Town Staff is not convinced this should be considered useable open space. However, depending on the final design and landscaping, the detention pond tract, along with the other open space tracts may suffice to meet the dedication requirement. The Town has in the past given credit for stormwater facilities as part of the public land dedication requirement, such as in Bennett Crossing Filing 2 (LGI). As the Site Plan moves forward, Staff will have the opportunity to further evaluate proposed landscape improvements and determine the eventual plan. All of this will be reflected in a future Subdivision Agreement, presented to and approved by the Board of Trustees.

### **Bennett School District**

- The Bennett School District 29J has reviewed the proposed subdivision plat and has requested cash-in-lieu of land dedication. This will be addressed in the upcoming Subdivision Agreement.

Per Section 16-4-380 of the Bennett Municipal Code, the Town shall use the following criteria to evaluate the applicant's final plat application:

A. Does the final plat incorporate recommended changes, modifications and conditions attached to the sketch plan unless otherwise approved by the Planning Commission?

**Staff Finding: The Bennett Village Final Plat includes changes to the sketch plan regarding circulation, street design and lot layout, all of which were discussed during the Planning and Zoning Commission's consideration of the sketch plan in August 2020.**

B. All applicable technical standards in accordance with this Chapter and adopted Town documents have been met.

1. To establish appropriate standards for subdivision design that will:

a. Encourage the development of sound, economical and stable neighborhoods and healthy living environments, in conformance with the goals and policies of the Comprehensive Plan.

- b. Provide lots of adequate size, configuration and design for the purpose for which they are intended to be used.
- c. Promote superior design and design flexibility.
- d. Preserve the significant natural features and environmental quality of the Town.
- e. Guide the physical development of the Town in ways that complement the Town's character and culture.
- f. Promote a cohesive sense of community among new and current residents, precluding neighborhood design or restrictions that in any way isolate any neighborhood from the rest of the community.
- g. Provide complete and accurate public land records.

**Staff Finding: The proposed final plat will accommodate new development that meets the standards of good subdivision design.**

- 2. To establish standards for utilities and other public services that will:
  - a. Provide an efficient, adequate and economical supply of utilities and services to land proposed for development without adverse effects to property that is currently served.
  - b. Ensure that adequate stormwater drainage, sewage disposal, water supply and other utilities, services and improvements needed as a consequence of the subdivision of the land are provided.
  - c. Provide for the reasonable extension of utilities and services to other lands that may be developed in the future.
  - d. Provide the equitable distribution of the cost of new and expanded public services needed to support new land development.

**Staff Finding: The proposed final plat, future subdivision agreement and construction drawings will accommodate extension of utilities and public services to serve new residential neighborhood.**

- 3. To ensure the provision of adequate and safe traffic circulation that will:
  - a. Minimize traffic hazards through appropriate street design, providing safe and convenient vehicular and pedestrian traffic circulation systems.
  - b. Provide adequate vehicular access to abutting properties.
  - c. Provide streets of adequate capacity and appropriate design and function.

**Staff Finding: The proposed streets and related traffic circulation have been adjusted, per recommendations during the sketch plan process, to assure adequate circulation for residents, visitors and emergency vehicles.**

- 4. To ensure adequate public facilities that will:
  - a. Provide for the recreational, cultural, educational and other public facility needs of the community.
  - b. Facilitate effective law enforcement and fire protection.

**Staff Finding:** The proposed final plat provides a park that accommodates both active and passive activities as well as trails that connect the neighborhood to the surrounding community.

5. To contribute to the proper development of the community in accordance with the goals and policies of the Comprehensive Plan as it may be updated from time to time.

**Staff Finding:** As noted earlier, the proposed plat is consistent with the principles in the 2015 Town of Bennett Comprehensive Plan related to:

- Mixed land uses
- Access to healthy living
- Access to open space, trails and parks
- Contiguous development
- A variety of transportation choices

#### C. Compliance with Zoning Regulations

**Staff Finding:** All lots meet the standards in both the existing MH – Mobile Home District and the R-2 – Mid Density District, if it is rezoned in the future.

#### Public Comment:

Notice of the March 15, 2021 Planning and Zoning Commission meeting was published in the Eastern Colorado News, posted on the subject property and sent to all property owners within 300 feet of the property. We had one public inquiry prior to the Planning and Zoning Commission hearing related to construction activities on Kiowa Street. Access to all properties north of Kiowa Street will be maintained during construction. At the Planning and Zoning Commission, a resident of an adjacent property, immediately west of the subject property, expressed concern that there is too much residential development going on in Bennett. Staff notes the zoning and the subdivision plat are consistent with the 2015 Comprehensive Plan.

The Planning and Zoning Commission considered Case No. 20.25 on March 15, 2021 and has recommended approval of the proposed final plat.

#### Staff finds:

1. The proposed final plat is in compliance with the Subdivision Regulations in Chapter 16, Article IV of the Bennett Municipal Code;
2. The plat has been processed according to Section 16-4-360 and meets the approval criteria in 16-4-380 of the Municipal Code; and
3. The Planning and Zoning Commission recommended approval of the final plat, subject to conditions.

Based upon these findings, staff recommends the Board of Trustees approve Case No. 20.25 – Bennett Village Final Plat and the related Resolution No. 870-21, with the following conditions:

Before recording the final plat, the applicant shall:

1. Update all documents to reflect the new name for the Subdivision – Bennett Village;
2. Update plat notes related to right-of-way, interim emergency access, future public improvements, easements and maintenance in a manner directed by the Town Engineer; and
3. Make other minor modifications as directed by Town staff, Town Engineer and the Town Attorney.

### **APPLICANT PRESENTATION**

Bennett Village, formerly Worthman Acres, representative, Chad Ellington, thanked Town staff and the Board of Trustees for the opportunity to present their application. Mr. Ellington reported the applicants feel the development will complement the Town of Bennett. There is a separate plan underway by the home builder, Lennar.

The plat designates the ownership and maintenance of the alley driveway's to the Metro District and/or future Homeowner's Association (HOA), which is yet to be formed.

Dan Giroux reported Town staff is currently working with the applicant for improvements to Custer Street as well as obtaining a Right of Way (ROW) easement agreement from Rick Mitchell who is the land owner east of Custer Street.

Mr. Ellington reported the planned home product in the development will be a single-family two-story detached home with alley loaded garages. The homes will have the minimum 10' set back between the homes. The site plan with further descriptions of the planned product will come before the Trustees at a future Board of Trustees meeting.

Gabrielle Renner, Town Traffic Engineer, reported the traffic study will realign State Highway 79. Colfax Avenue will see a less than 2% growth in a 20-year period. The realignment of Highway 79 will alleviate future traffic flows.

### **Public Comments**

There were no public comments presented.

Mayor Pindell closed the public hearing on Case No. 20.25 Bennett Village Final Plat at 8:07 p.m.

TRUSTEE VITTUM MOVED, TRUSTEE PULLIAM SECONDED, to approve Resolution No. 870-21 – An Resolution Approving a Final Plat for Bennett Village. Voting was as follows:

YES:	Pulliam, Sus, Vittum, Pindell
NO:	Smith, Oakley
RECUSED:	Harrell

Mayor Royce Pindell declared the motion passed 4 to 2

Mayor Pindell called for a 5-minute recess at 8:13 p.m. The meeting resumed at 8:15 p.m.

## 2. Colorado Open Records Act (CORA) Public Records Policy and Procedure

### **Resolution No. 868-21 – A Resolution Approving Amendments to the Public Records Policy And Procedure for the Town of Bennett**

Christina Hart, Town Clerk, reported to the Board of Trustees on August 28, 2007, the Board of Trustees adopted Resolution No. 351, which amended the Public Records Policy and Procedure for the Town of Bennett. The amendment established a policy providing rules for the inspection of public records and set forth a schedule of fees, including a \$15 per hour research and retrieval fee.

Pursuant to Section 24-72-205(6)(b) C.R.S., the hourly research and retrieval fee for the Colorado Open Records Act (CORA) increased from \$30 per hour to \$33.58 per hour effective July 1, 2019. The \$3.58 increase was due to inflation and the percentage change in the Denver-Aurora-Lakewood consumer price index for all items and all urban consumers. As of 2020, the Town had not updated its Municipal Records Fees to include the allowable increase for the research and retrieval fee.

In January 2021, the Clerk's Department began revising the Town's Public Records Policy and Procedure to bring it more update-to-date. In February 2021, the Clerk's Department received a large records request that staff estimated could take up to 240.5 hours to complete. Based on the current \$15 research and retrieval fee, this large request had the potential to cost the Town more than the payment we would have received. For this reason, and with the update to the policy and procedure already underway, staff felt it expedient to come before the Board of Trustees requesting an amendment to the research and retrieval fee and the Public Records Policy and Procedure. Other updates to the Municipal Records Fees schedule have also been proposed.

In addition to the research and retrieval fee, staff is also proposing fee updates in the "Photo Copies" section as well as changes to the "Miscellaneous Fees" section. These proposed updates are based on changes in technology and Town owned equipment since 2007.

The Town now owns a large printer/plotter which can accommodate printing or scanning large documents in-house. This eliminates the need to outsource or travel to print large maps or documents. The identified Municipal Records Fees which are no longer applicable are:

- Trip Charge
- Mileage
- Printing
- Deposit for Reproduction

The costs associated with printing maps or large documents on the printer/plotter are now based on size and are reflected in the "Photo Copies" section of the proposed Municipal Records Fees schedule.



Staff recommends the Board of Trustees adopt Resolution No. 868-21, which approves amendments to the Public Records Policy and Procedure for the Town of Bennett, including the proposed changes to the Municipal Records Fees.

Trustee Pulliam asked for clarification regarding the potential request for audio and/or visual records and how that would be provided to the requestor.

MAYOR PRO TEM HARRELL MOVED, TRUSTEE SMITH SECONDED, to approve Resolution No. 868-21 – A Resolution Approving Amendments to the Public Records Policy and Procedure for the Town of Bennett. Voting was as follows:

YES: Smith, Sus, Vittum, Harrell, Oakley, Pindell, Pulliam

NO: None

Mayor Royce Pindell declared the motion passed by unanimous vote.

### 3. Community Center Parking Lot and Palmer Patching

#### Request for Proposal (RFP) 21-002 – Community Center Parking Lot and Palmer Patching

Robin Price, Public Works Director, reported to the Board of Trustees the Community Center is a major hub of our community. The large banquet space is used for a wide range of needs, from private event rentals to community events such as Business Appreciation, Covid-19 Testing and Vaccinations, State of the Town, and Breakfast with Santa. It is also significantly used by local organizations such as Boy Scouts, Young at Heart Seniors, Lions Club, Prairie Star Square Dancers, Bennett Community Food Bank and Adams County Services. With this extensive amount of use, the Community Center parking lot has deteriorated and needs replaced.

Palmer Avenue is another area of the Town that receives a high amount of traffic use and is identified through CAIMP and budget as a priority project for 2021. This roadway is our second highest heavy truck route for Converse and Colfax Avenue's access and is the primary connector to our community's largest park. The stretch of Palmer that will be included in the scope of work runs directly south of Trupp Park, west of First Avenue this includes 6,770 square feet.

The Town solicited bids from contractors in the request for proposal 21-002 on April 5, 2021. The response was successful and resulted in three bidding contractors. A summary of the submitted proposals are as follows:

Contractor	Pricing
KTK GC LTD	\$189,580.00
Elite Surface Infrastructure	\$193,950.00
The Perfect Patch Asphalt Company	\$230,219.30

Of these three firms, the Town has worked with one of them and is familiar with the other two. Most recent work experience: Elite Surface Infrastructure on the Muegge Way Widening Project.

Robin Price, Oscar Ruvalcaba, and Dan Giroux, investigated all of the proposals. Through contractor interviews, bid and scope verification, evaluations, and team discussions, staff resolved to compare the proposals adequately.

Below is the summary of bid evaluations:

- The Perfect Patch Asphalt Company miscalculated their total bid on the pricing sheet, therefore, disqualifying their bid.
- KTK GC LTD did not include the full depth reclamation of the parking lot as requested, therefore, disqualifying their bid.
- Elite Surface Infrastructure (ESI) included all of the correct scope and complete pricing.

Additionally, staff identified the line item for Concrete Light Pole Base in ESI's bid was high compared to the other two bidders. ESI's confirmed that this bid was high, as they are subbing service out. They were comfortable amending and removing that specific line item from the overall bid, with a revised total project cost of \$163,850.

After a thorough evaluation of all bids, the Town staff recommends Board approval of contract award to Elite Surface Infrastructure in an amount not to exceed the amended and reaffirmed project cost of \$163,850 for the completion of the Community Center Parking Lot and Palmer Patching.

This project is budgeted and will be funded via the following sources;

- \$113,650 from the Adams County Open Space Grant
- \$50,200 from the Sales Tax Capital Improvement Fund

TRUSTEE PULLIAM MOVED, TRUSTEE VITTUM SECONDED, to Authorize the Mayor and the Town of Bennett to sign a standard Town Construction Contract Agreement with Elite Surface Infrastructure for a total contract in the amount of and not to exceed \$163,850 for the completion of the Community Center parking lot and Palmer Avenue patching. Voting was as follows:

YES:	Sus, Vittum, Harrell, Oakley, Pindell, Pulliam, Smith
NO:	None

Mayor Royce Pindell declared the motion passed by unanimous vote.

#### **4. North Municipal Complex (NOMCOM) Certification of Participation**

**Ordinance No. 723-21** - An ordinance authorizing the execution and delivery of a site lease, a lease purchase agreement, a certificate purchase agreement, a continuing disclosure certificate, a reserve account contract and certain other documents relating thereto; providing other details in connection therewith; ratifying and approving the preparation, distribution and use of the preliminary official statement and final official statement relating to the certificates of participation evidencing undivided interests in the right to receive certain rental payments made by the Town under such lease purchase agreement; approving the forms of such certificates of participation and an indenture of trust providing the terms thereof; authorizing the sale of such certificates of participation; and providing the effective date of this ordinance.

Danette Ruvalcaba, Finance and Technology Director, reported to the Board of Trustees, on January 26, 2021, the Board provided direction to the Director of Finance to pursue a Certificate of Participation (COP) issuance with Stifel, Nicolaus & Company to finance the construction of the Public Works North Municipal Complex and refinance current debt for Town Hall.

Town staff is in the process of finalizing the Preliminary Official Statement for the issuance and has completed the ratings call with Standard and Poor's. Tonight we are presenting the ordinance required for the new debt issuance, authorization of \$4 million with a 25-year term for construction funding of NOMCOM and refinancing of Town Hall's current debt.

Staff recommends the approval of Ordinance 723-21 for the Certificate of Participation Issuance.

TRUSTEE PULLIAM MOVED, TRUSTEE VITTUM SECONDED, to approve Ordinance No. 723-21 – An Ordinance authorizing the execution and delivery of a site lease, a lease purchase agreement, a certificate purchase agreement, a continuing disclosure certificate, a reserve account contract and certain other documents relating thereto; providing other details in connection therewith; ratifying and approving the preparation, distribution and use of the preliminary official statement and final official statement relating to the certificates of participation evidencing undivided interests in the right to receive certain rental payments made by the Town under such lease purchase agreement; approving the forms of such certificates of participation and an indenture of trust providing the terms thereof; authorizing the sale of such certificates of participation; and providing the effective date of this ordinance. Voting was as follows:

YES:	Vittum, Harrell, Oakley, Pindell, Pulliam, Smith, Sus
NO:	None

Mayor Royce Pindell declared the motion passed by unanimous vote.

## **5. North Municipal Complex (NOMCOM) Public Works Facility Construction Contract**

### **Request for Proposal (RFP) 20-003 – Public Works Facility Construction Contract**

Daymon Johnson, Capital Projects Director, reported to the Board of Trustees, the proposed Public Works facility, referred to as the North Municipal Complex (NOMCOM), is an integral piece to the Town's ability to continue to provide service to this community at the highest possible level, focusing on quality and quantity.

The Town issued a Request for Proposal (RFP) 20-003 in the early part of 2020 after securing Department of Local Affairs (DOLA) funding for this project's core & shell portion. The proposals received were significantly higher than we anticipated. There were myriad reasons for this, the most significant being that steel costs went up nearly 110% between the completion of Town Hall and the Public Works facility's bidding.

After reviewing the initial pricing, staff entered into an exhaustive value engineering process with the contractors who responded to the RFP, identifying the cost for the full buildout of the space. This process has taken place over the last year and included the following firms:

- Lefever Building Systems

- Buildings By Design
- Alliance Construction

While one firm (Alliance Construction) withdrew from the process, staff continued to work diligently with the remaining two firms to value engineer the facility's full buildout estimates.

The project scope includes delivering the building and all associated scope related to the erection of and interior completion, aprons and concrete, etc.

There will be additional contracts forthcoming for other overall project scope with a master budget of \$3,400,000. These additional scopes are identified below:

SCOPE	COST
Landscaping	\$20,000 - \$30,000
Lot Fencing – Site protection	\$80,000 - \$100,000
Yard Prep & Surfacing	\$40,000 - \$60,000
IREA Expansion	\$10,000 - \$15,000
CNG Expansion	\$15,000 - \$20,000

As of the last and final pricing, received in early March, the breakdown was as follows:

CONTRACTOR	BASE BID
Buildings By Design (BBD)	\$2,220,876
Lefever Building Systems (LBS)	\$2,820,154
Alliance Construction	Opt-out

As you look at the spread between BBD & LBS, it's important to understand that LBS is higher as there were several areas where the scope was not adequately covered, or the costing seemed abnormally low in the BBD proposal. Also, the building manufacturer that LBS is using is Varco Pruden, which is widely regarded as the best building in the industry and has proven quality for Town Hall. When staff factored in these scopes using the 2021 means data, the costs became comparable.

Below is a summary of scope variables from BBD when compared to LBS:

- |   |                      |
|---|----------------------|
| • Water & Sanitary piping and connections to Town lines | ADD: \$150,000       |
| • Concrete paving (Aprons, Walks, Drives)               | ADD: \$185,000       |
| • Asphalt   | ADD: \$60,000        |
| • Excavation & Earthwork                                | ADD: \$165,000       |
| • Building Awnings                                      | ADD: \$55,000        |
| • 4" Fire Line  | ADD: \$35,000        |
| • Millwork  | ADD: \$26,000        |
| • Total Additional Scope                                | ADD TOTAL: \$676,000 |

- Buildings By Design Revised Cost

TOTAL: \$2,896,876

Additionally, several costs within BBD's bid looked substantially lower than expected, given the market today. Those include:

- Flooring preparation and finishes
- Metal Framing material and installation
- Doors and Openings

After a thorough evaluation of all bids, Town staff recommends the Board approval of the contract be awarded to Lefever Building Systems, Inc. in an amount not to exceed \$2,820,154 for the completion of erection and interior improvements for the Public Works Facility Construction project, NOMCOM.

This contract will be contingent-based secured funding from the Certificate Issuance Proceeds, expected to sell and close on May 18, 2021.

This project is budgeted and will be funded via the following sources;

- \$489,000 from DOLA, awarded in 2020
- \$300,000 from the Public Facilities Fund
- \$2,411,000 from Certificate Issuance Proceeds

TRUSTEE VITTUM MOVED, TRUSTEE SMITH SECONDED, to Authorize the Mayor and the Town of Bennett to sign a standard Town Construction Contract Agreement with Lefever Building Systems for a total contract in the amount of and not to exceed \$2,820,154 for the completion of erection and interior improvements for the North Municipal Complex (NOMCOM) Public Works Facility Construction project. Voting was as follows:

YES: Harrell, Oakley, Pindell, Pulliam, Smith, Sus, Vittum

NO: None

Mayor Royce Pindell declared the motion passed by unanimous vote.

## 6. Appointment for Vacancy on the BennT Creek Water Authority Committee

Rich Pulliam, BennT Water Creek Authority Committee member, reported to the Board of Trustees that he will be resigning his position as a BennT Creek Water Authority Committee member. Martin Metsker has been serving on the committee as an alternate. Trustee Pulliam's employment is in the process of transferring him out of state in the very near future. Trustee Pulliam also reported to the Trustees he will be resigning his position of Trustee very soon as well. Charles Bayley will continue as a BennT Creek Water Authority Committee member.

MAYOR PRO TEM HARRELL MOVED, TRUSTEE SMITH SECONDED, to appoint Martin Metsker as a director to the BennT Creek Water Authority Committee. Voting was as follows:

YES: Oakley, Pindell, Pulliam, Smith, Sus, Vittum, Harrell

NO: None

Mayor Royce Pindell declared the motion passed by unanimous vote.

## 6. TOWN ADMINISTRATOR REPORT

### Town Administrator

Trish Stiles, Town Administrator provided the following report;

- Concerns of the Town resident were voiced recently on Facebook regarding the water backflow notice sent out in January, 2021. The testing is at 94%. The Town is in compliance. The sanitary sewer (utility) survey was recently performed by CDPHE. An additional notice is required to be sent out again to Bennett residents. King Jelly Fish tank is required to be inspected. Mr. Martinez will be present during the tank inspection. Town staff will author another letter to accompany the notice. The letter will reference COVID-19 again. The concerned residents have been contacted. There is a comprehensive inspection every 5 years. The inspection will coincide with the Deer Trail water tank inspection which will save costs.
- LGI received national recognition. LGI is almost complete. Town staff has turned out permits very expeditiously. LGI expressed their gratitude to Town staff for all their hard work.
- The Bustang service is a program that offers transportation opportunities for rural areas. Staff is in talks with the service for the I-70 corridor opportunities.
- The Bennett vaccine clinic administrated 466 COVID-19 vaccinations the week of April 5, 2021. The Town will continue our partnership with Lincoln County Health. The vaccination clinic will be moved to the Shared Services facility during the Community Center parking lot re-surfacing.
- Rachel Summers, Deputy Town Administrator, was nominated for Assistant of the Year by Colorado City/County Managers Association. Ms. Summers received an honorable mention. Ms. Summers also celebrated 10 years with the Town of Bennett.

## 7. TRUSTEE COMMENTS AND COMMITTEE REPORTS

### Whitney Oakley

Trustee Oakley reported on the following;

- Attended the ribbon cutting ceremony for Woody's Wings.

### Royce Pindell

Mayor Pindell reported on the following;

- Thanked staff for implementing the hybrid meeting system.
- The April 27, 2021 board meeting will be a hybrid meeting as well.

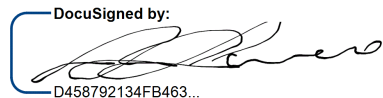
## 8. ADJOURNMENT

TRUSTEE VITTUM MOVED, TRUSTEE PULLIAM SECONDED to adjourn the meeting. The meeting was adjourned at 9:28 p.m. Voting was as follows:

YES: Pindell, Pulliam, Smith, Sus, Vittum, Harrell, Oakley

NO: None

The Mayor declared the motion carried by unanimous vote.

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Royce D. Pindell, Mayor

DocuSigned by:  
*Christina Hart*  
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Christina Hart, Town Clerk