



Board of Trustees - Study Session

Tuesday, March 28, 2023 at 5:45 pm

**PLEASE SILENCE ALL CELL PHONE AND ELECTRONIC DEVICES.
THANK YOU**

1. Meeting Information

207 Muegge Way, Bennett, CO 80102

For a live stream of the meeting use the information below:

<https://us02web.zoom.us/j/84285000718>

Meeting ID: 842 8500 0718

Passcode: 677682

One tap mobile

+16699006833

2. Public Works Department Update

Robin Price, Public Works Director

Attachments:

- **Public Works Department Update** (Public_Works_Report_March_28_2023.pdf)

3. Town of Bennett Resiliency Plan Update

Denise Taylor, Assistant to the Town Manager

Attachments:

- **Staff Report Town of Bennett Resiliency Plan Update** (Resiliency_Plan_Update_for_Trustees_thupdate.pdf)

4. 2022 Fourth Quarter Finance Report

Danette Ruvalcaba, Town Treasurer and Director of Finance

Click the link below to view the 2022 Town of Bennett Fourth Quarter Financial Report Dashboard

DEPARTMENT PROGRESS REPORT



TO: Mayor and Town of Bennett Board of Trustees
FROM: Robin Price, Public Works Director
DATE: March 28, 2023
SUBJECT: Public Works Department Update

Management Summary

Below is a list of current Public Works Projects:

- BRPOS Fishing Pond Grant:
 - There was a delay on the "Fishing is Fun Federal Grant" distribution, so the second phase of work could not start until we received confirmation. We did receive confirmation from the State that they now have the federal dollars, and we can finish the remaining work. This work includes seeding, fencing, floating dock, shade installation, table installation, and trash cans.

- BRPOS Grant Phase Two Amenities:
 - Ordered trash cans, dog stations, and benches.

- Trupp Park Phase 5 Grant:
 - Upgrades to the stage and railing are completed.
 - The large shade structure has been installed by the stage.
 - The drainage improvements are completed.
 - The landscaping, irrigation and planting installation will begin in the next two months.

- Community Center Grant:
 - The following items have been completed: lights, parking lot, shade and playground surface, landscaping, kitchen remodel, bathroom retiling, and dumpster enclosure.
 - New tables in the shade structure are in progress.

- Community Center Ceiling Improvement:
 - Obtaining pricing on finishing the ceiling and adding recess lighting.

- Kiowa Bennett Road Safety Improvements:
 - Design is in progress. Pending CDOT approval, construction will begin mid to late summer of 2023.
 - Working on construction easement from Zuber's on the north Colfax drainage area and Arapahoe County on the South drainage area.

- Cemetery Grant:
 - Master Plan has been completed.
 - Working on construction documents for the expansion of the cemetery and the trailhead to the east of the cemetery.

- Civic Center Grant:
 - Working on hiring a landscape architect for construction documents for Phase I.
- Kiowa Bennett Roadway:
 - Obtaining pricing for road improvements and shouldering.

Projects Status & Milestones

Project	Status	Costs (Estimate)	Expenditures	Completion Date (Estimate)
BRPOS Fishing Pond Phase II	In Construction	\$399,960.68	\$23,270.47	12/30/2023
BRPOS Grant Phase II Amenities	In Progress	\$20,000	\$0.00	12/31/2023
Trupp Park Phase 5	In Construction	\$330,000	\$224,027	5/30/2023
Community Center Grant	In Construction	\$350,000	\$205,397	5/30/2023
Community Center Ceiling Improvement	In Progress	\$30,000	\$0.00	5/30/2023
Kiowa Bennett Safety Improvements	In Design	\$500,000	\$0.00	6/30/2023
Cemetery Grant	In Progress	\$50,000	\$18,864	9/30/2023
Civic Center Grant	In Design	\$1,950,000	\$0.00	12/31/2024

Along with the above projects, the Public Works department will focus first quarter maintenance on the following areas:

Parks/Grounds:

- Spring aeration.
- Irrigation start up.
- All parks spring clean.
- Trail cleanup.
- Cemetery maintenance and cleanup.
- Trash cleanup.
- Playground inspections and maintenance.
- Spring fertilization.

Street, Facility, Fleet and Storm Water:

- Street sweeping and cleanup of debris.
- Touch-up painting and building repairs.
- Oil changes and tire replacement on the fleet.
- Drainage inspection and cleaning.
- Building inspections and maintenance.
- Sign maintenance and replacement.

TO: Mayor and Town of Bennett Board of Trustees
FROM: Denise Taylor, Assistant to the Town Manager
DATE: March 28, 2023
SUBJECT: Town of Bennett Resiliency Plan Update

Background

As a part of identified outcomes from the 2021 Comprehensive Plan update, the catalyst action below will be completed in the upcoming year. This action was a recommended outcome from DOLA as part of their funding of the last comprehensive plan update and is a necessary component to compete for future funding requests.

2021 Comprehensive Plan Catalyst Action – Town of Bennett Resiliency Plan

“Create the action-oriented resiliency companion report to help the Town follow a guided and researched process, including providing a series of customizable templates and additional resources if a hazard occurs.”

A Resiliency Plan identifies a community’s potential hazards and threats, and then establishes adaptation, mitigation and recovery plans. The goal is to reduce likely disruptions and ensure that key infrastructure systems continue operating and/or quickly begin providing services again.

Progress Update

The Town Manager has identified the Town of Bennett Resiliency Plan as an immediate project of high priority. Initial actions completed so far for this project include the following:

- Reviewing the website and toolkit of the Colorado Resiliency Office (our guiding partner for the process);
- Meeting with the Colorado Resiliency Office Director and the Local Government Resiliency Manager for support and guidance;
- Attending the 2023 Colorado Resiliency Summit; and
- Reviewing several other cities’ plans (see attachments) and reading reports of their process.

To develop a comprehensive Resiliency Plan for the Town of Bennett, a task force of employees from different departments was created to assist and provide varied experiences and viewpoints. The following individuals make up the task force:

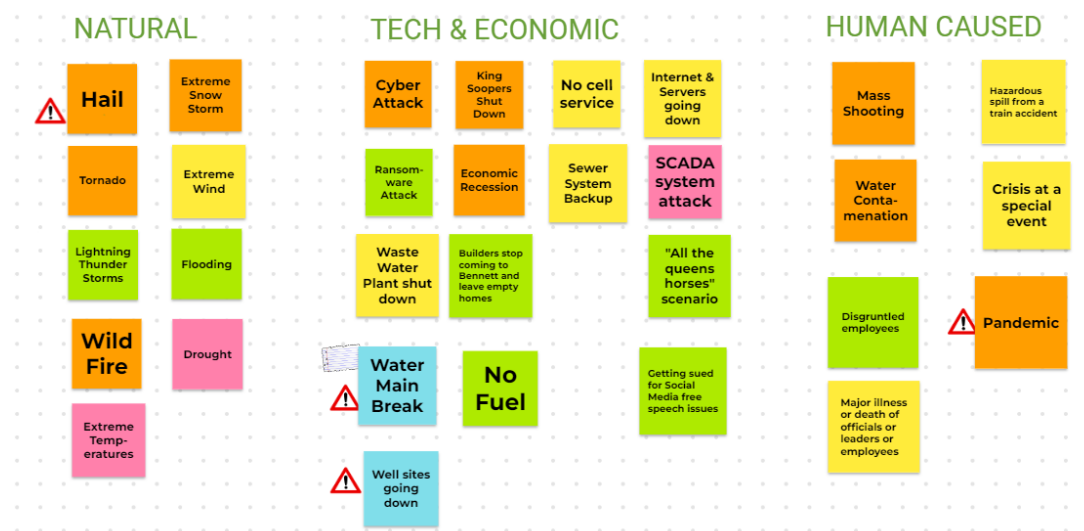
- Denise Taylor, Assistant to the Town Manager
- Alison Belcher, Communications and IT Director
- Chad Bunger, Community and Economic Development Director
- Ricky Martinez, Utilities Director
- Danette Ruvalcaba, Finance Director
- Gerilynn Scheidt, Town Safety Officer

Prior to the first task force meeting, Town of Bennett documents were reviewed including the Comprehensive Plan and the Adams and Arapahoe County Hazard Mitigation Reports. Going forward, the process will be three to four meetings of the task force and research into possible mitigation strategies and approaches for recovery that other communities have used. If they are appropriate and can be adapted for Bennett they will become part of the framework.

Identifying Risks and Building the Resiliency Plan

A key step to mitigate disaster losses is developing a comprehensive understanding of the community's hazards, vulnerabilities and risks. Therefore, the first task force meeting was to brainstorm and identify possible hazards, risks and disasters.

Identified risks for The Town of Bennett by the task force:

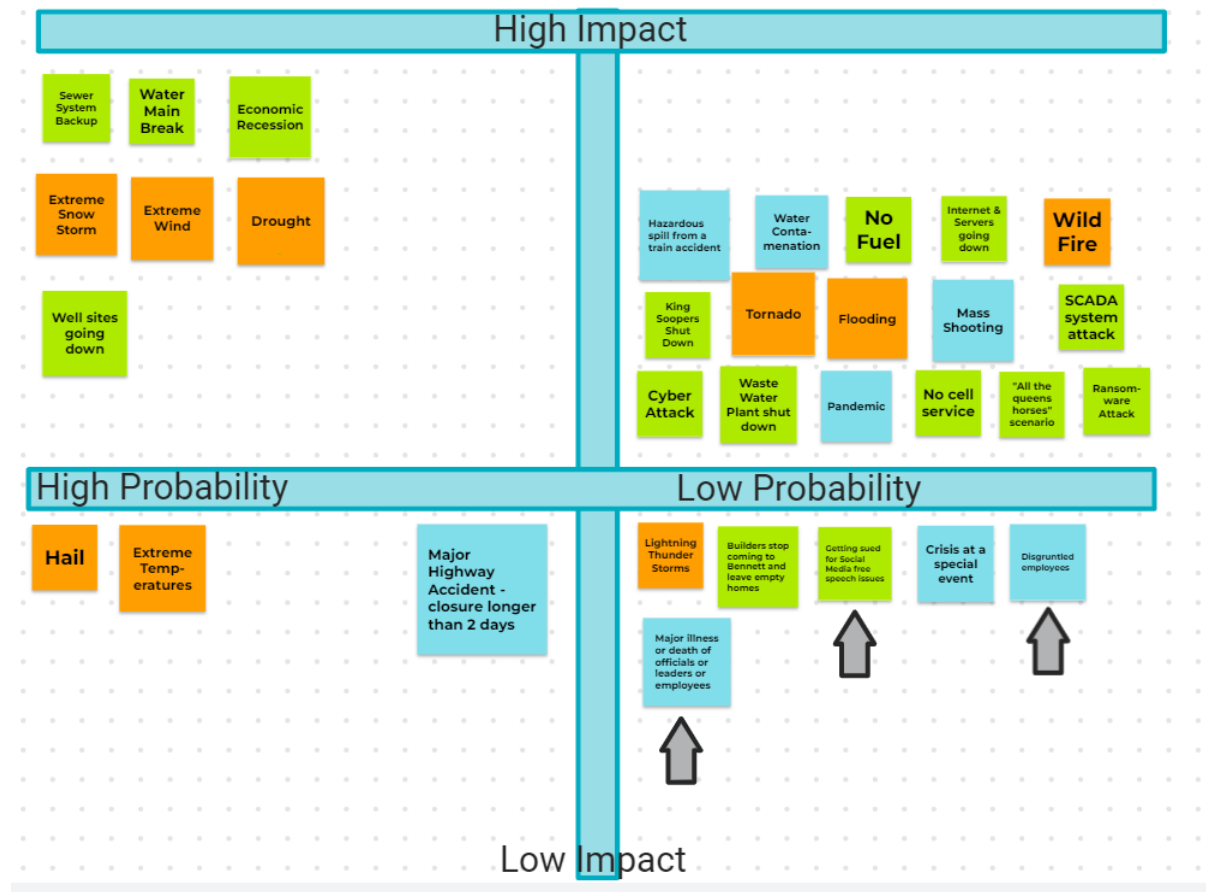


The second meeting focused on creating a risk matrix to understand the probability and scope of each disruption. The final meetings will be discussing possible actions and solutions to a quick and strong recovery and reviewing feedback from the Board of Trustees study session.

As it is impossible to predict or adequately prepare for catastrophic events, the Resiliency Plan will have strategies and/or frameworks for community recovery after an emergency has passed. The next steps for the Resiliency Plan will involve researching and developing the strategies and frameworks for responding to all of these identified hazards and disruptions, with an emphasis on those labeled high impact and the risks to staff functions.

A draft of the Resiliency Plan will be presented in June 2023, prior to adoption.

Risk Matrix for the Town of Bennett:



Key:

- NATURAL
- TECH & ECONOMIC
- HUMAN CAUSED

Gray arrows are disruptions mainly confined to Town Hall and Town Staff.

Attachments

1. Durango Resiliency Plan: <https://durangogov.org/DocumentCenter/View/20134/Durango-Resilience-Framework-2019>
2. Eagle County Resiliency Plan: <https://www.resilienteaglecounty.com/theplan>