

**RECORD OF PROCEEDINGS**

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TOWN OF YAMPA  
SPECIAL MEETING  
MAY 11, 2016  
YAMPA TOWN HALL

BOARD MEMBERS PRESENT: Mayor Tom Yackey, Mayor Pro-Tem Mike Lewis,  
Trustees Brian Ashley, and Michael French

BOARD MEMBERS ABSENT: Trustee Jeff Drust

EMPLOYEES PRESENT: Town Clerk (Clerk) Janet Ray

AUDIENCE PRESENT: None

CALL TO ORDER

Mayor Yackey called the meeting to order at 7:00 pm.

ROLL CALL

Board roll call was taken. It was noted that Trustee Drust is attending a Yampa/White/Green Basin Roundtable meeting on behalf of the Town of Yampa tonight.

CONSIDERATION OF APPROVAL OF JOHN DOBELL CONTRACT FOR CROSSAN'S REHABILITATION

Consideration of approval of John Dobell's contract with the Town of Yampa for the Crossan's rehabilitation was tabled from the May 4 meeting.

Clerk Ray reported that Contractor John Dobell, Architect Jan Kaminski, Historic Routt County (HRC) Administrator Meg Tully and herself, met to resolve questions that arose last week with the contract and to finalize it. Clerk Ray stated that most of the questions and details were worked through with the exception of the performance and payment bond.

The board members went through the contract with specific questions regarding progress reports of work completed and what cost controls were in place. Clerk Ray pointed out Section 2.3.2.7 on page 7 of the contract, which states that the contractor will submit monthly reports showing what work has been done and what percentage of work it constitutes. She noted that the architect is to assist in verifying that the work is done. Also on page 7 at Section 2.3.2.8 it states that the contractor shall have a system of cost control in place that will monitor actual costs of work completed, estimate costs for work in progress

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and report any proposed changes that need considered. Architect Kaminski will be assisting in monitoring this aspect of the work. Clerk Ray noted that when the contractor submits invoices for payment, each task must be matched with the scope of work and project budget as outlined in the State Historic Fund (SHF) grant. Meg Tully and Jan Kaminski will be assisting the Town with keeping the work and budget on track.

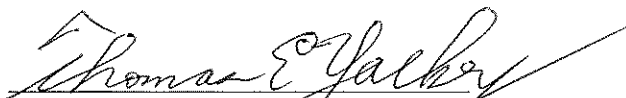
Following review of the contract by the town board, Clerk Ray explained that the performance and payment bond is covered in Article 8 on page 15. The SHF grant requires a bond in the amount of one-half of the SHF grant, thus the bond would be \$100,000 for the \$200,000 grant. In reviewing the Department of Local Affairs Energy and Mineral Impact Assistance Fund (DOLA-EIAF) grant, it appears that a bond needs to be either the amount of the DOLA grant, \$400,000 or the full contract amount of \$600,000. Clerk Ray has put the question to the Town's DOLA Regional Manager, Greg Winkler, and his response has not been received.

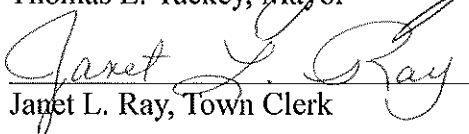
Clerk Ray noted that on page 1 of the contract, she is listed as the Town of Yampa's designated representative. Although she is the designated contact person for the town, the designated representative should be Mayor Yackey as an elected official.

Following review of the contract, Trustee Lewis moved to approve the contract between John Dobell and Town of Yampa, with the exception of Article 8, page 15, which currently reads performance and payment bond \$100,000, but will be changed to read \$400,000 or \$600,000 when the correct amount is determined. The designated representative will be changed from Clerk Janet Ray to Mayor Thomas Yackey and Clerk Ray will be listed as the designated contact. Trustee Ashley seconded the motion and the motion passed unanimously on the following roll call vote: Ashley – yes, French – yes, Lewis – yes, and Yackey – yes.

ADJOURNMENT

The business of the special meeting having been concluded, Mayor Yackey called for adjournment. Trustee Lewis moved to adjourn, Trustee French seconded the motion and the motion passed unanimously on voice vote. The meeting adjourned at 7:50 pm.

  
Thomas E. Yackey, Mayor

  
Janet L. Ray, Town Clerk

October 5, 2016