

OAK CREEK BOARD OF TRUSTEES
JANUARY 23, 2025
REGULAR BOARD MEETING
AGENDA
6:00 P.M.

January 17, 2025
STATE OF COLORADO
COUNTY OF ROUTT

To the Board of Trustees of the Town of Oak Creek and to all Other Persons to whom it may concern:

Notice is hereby given that a **Regular Meeting** of the Board of Trustees, Town of Oak Creek, Routt County, Colorado, will be held on Thursday, January 23, 2025 beginning at 6:00 p.m. in the Hearing Room, Town of Oak Creek Offices, 129 Nancy Crawford Blvd., Oak Creek, Colorado. The Board of Trustees will be attending either in person or via web based meeting through Zoom (zoom.us). **Agenda is subject to change up to 24 hours before scheduled hearings.**

Join Zoom Meeting

<https://us02web.zoom.us/j/81449378638>

Meeting ID: 814 4937 8638

One tap mobile (for call in meeting): +1-669-900-6833

1. CALL TO ORDER (5 Minutes):

- A. Roll Call
- B. Pledge of Allegiance

2. AUDIENCE PARTICIPATION (5 Minutes):

(This section of the agenda is set aside for questions or comments by the public, regarding issues other than agenda items. Please limit comments to three minutes. The Board of Trustees will take comments under consideration but will not make any decision or take any action at this time. Anyone who would like to address the Board of Trustees concerning any agenda item will be given the opportunity to speak for three minutes at the scheduled time for that item.)

3. CONSENT AGENDA (5 Minutes):

- A. Approval of January 9, 2025 Regular Meeting Minutes
- B. Approval of Public Works Director amended job description

4. ROUTT COUNTY SHERIFF'S DEPARTMENT (5 Minutes)

- A. Consideration of approval of Reimbursement Agreement by and between the Town of Oak Creek and the Routt County Sheriff's Department for the term through December 31, 2025
- B. Consideration for approval and authorization to sign an Intergovernmental Agreement for the Provision of Short-Term Basic Law Enforcement Services by and between the Town of Oak Creek and Routt County for the term through December 31, 2025

5. SELECTION OF PROFESSIONAL ENGINEERING SERVICES FIRMS (15 Minutes)

- A. Review and approval of Selection Committee recommendation that AquaWorks DBO, Inc. be approved to complete the final design and construction oversight services for the next phase or phases of the Town's water distribution system and associated improvements and other water and wastewater systems work on an as-needed basis.
- B. Approval and authorization to sign a Professional Services Agreement by and between AquaWorks DBO Inc. and the Town of Oak Creek for final design and construction oversight services for the next phase or phases of the Town's water distribution system and associated improvements
- C. Review and approval of Selection Committee recommendation that Zenobia Consultants be designated as Town Engineer.
- D. Approval and authorization to sign a Professional Services Agreement by and between Zenobia Consultants and the Town of Oak Creek for the performance of Town engineering services

6. WAIVER OF FORMAL BID PROCESS AND AWARD OF BID – SEWER CAMERA EQUIPMENT REPLACEMENT (10 Minutes)

Consideration for approval of a waiver of the formal bid process as a sole source provider and award of bid to CUES, Inc. for Sewer Camera Equipment Replacement in the amount of \$161,862

7. FLOODPLAIN STUDY – FOUR POINTS SURVEYING ENGINEERING (10 Minutes)

- A. Review and approval of proposal from Four Points Surveying Engineering to complete a Floodplain Study and Letter of Map Revision Permit for Zone A Floodplain areas located in the northeast portion of the Town of Oak Creek
- B. Approval and authorization to sign a Professional Services Agreement by and between Four Points Surveying Engineering and the Town of Oak Creek for the complete a Floodplain Study and Letter of Map Revision Permit for Zone A Floodplain areas located in the northeast portion of the Town of Oak Creek in an amount not-to-exceed \$15,000

8. CLIMATE ACTION PLAN COLLABORATIVE BOARD MEMBER APPOINTMENTS (5 Minutes)

Consideration and approval of the appointment of Sarah Jones and Tim Wohlgenant to the Routt County Climate Action Plan Collaborative Board effective January 1, 2025

9. EXTENSION OF TEMPORARY EMPLOYEE APPOINTMENT – INTERIM TOWN ADMINISTRATOR/CLERK (10 Minutes)

Consideration for approval of a waiver of the 180 day limit of Section 4.6 of the Town's Personnel Policies and Procedures Handbook and a 90-day extension of the temporary employee appointment for the Interim Town Administrator/Clerk

10. OAK CREEK COMPREHENSIVE PLAN – PROJECT KICK OFF WORK SESSION (60 Minutes)

Oak Creek Comprehensive Plan Project Kick Off work session with Consultant Teams, Board members, Planning Commissioners and members of the public

11. STAFF & BOARD MEMBER REPORTS (10 Minutes)

12. ADJOURNMENT

Notice: Three or more members of the Town Board may be meeting informally at Franciosi Brothers or The Oak Creek Tavern following the regularly scheduled Board Meeting. Members of the public are welcomed.

Please Note: All programs, services and activities of the Town of Oak Creek are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call our office at (970) 736-2422 or TDD access through RelayColorado by dialing 7-1-1 to coordinate your needs. Please notify us of your request as soon as possible to allow us time to meet your request. **This institution is an equal opportunity provider and employer.**