

CITY OF MCCALL
URBAN RENEWAL AGENCY
July 29, 2009
Minutes

1. CALL TO ORDER AND ROLL CALL

Chairman Rick Fereday called the meeting to order at 8:00 am. Members present were: Don Bailey, Rick Fereday, Tony Nash, John Watkins, and Bob Youde. Claudia Delaney and Rick Winkeller were absent.

City staff present were: Lindley Kirkpatrick, City Manager; Tim Swanson, Interim Public Works Director; Michelle Groenevelt, Planning Manager; and Lorraine Brush, Administrative Assistant Public Works. Nathan Cleaver of Keller Associates participated by telephone during agenda item #2.

2. KELLER ASSOCIATES TASK ORDER #001

The revised Task Order #001 was discussed with Nathan Cleaver of Keller Associates, who participated by telephone. A few minor changes were made: adding easement mapping in Task 1b, and including Fir St all the way to Roosevelt in Task 2. Nathan confirmed that these changes could be accomplished within the existing scope of work and rates.

Mr. Nash moved to approve Keller Associates Task Order #001 as amended. Mr. Bailey seconded the motion. In a voice vote, all members voted in favor. MOTION CARRIED.

Nathan will make the changes on the Task Order #001 document, and send the documents for signature.

3. APPROVAL OF INVOICES

a. Hillside Landscape Construction - Pay App #9

There was a discussion about the amount of retainage being held. \$7,215 of retainage is still being held because of items remaining on the punch list. It was noted that \$5,000 of this amount is for the sundial (1/3 of the total cost to fix the sundial). There was a discussion about the "balance to completion" \$60,889.63 item listed on the payment application. Tim explained that this represents the items taken out of the scope of work of the contract. Due to the software used by Hillside for the pay app, these items show as "balance to completion". There was discussion that the Board would like to either see it indicated on the pay app as deleted from contract, or see an addendum to the contract clarifying this. Tim noted that there is a document that changed the scope of work. There was also a discussion about the remaining items on the punch list, and that the Board would like to see a 30 day time limit for completion of these items.

Mr. Watkins moved to approve the Hillside Landscape Construction payment application #9 for the period through 6/29/09 in the amount of \$70,000. Mr. Bailey seconded the motion. In a voice vote, all members voted in favor. MOTION CARRIED.

Mr. Youde moved to direct Tim Swanson to secure documentation from Hillside relieving the city of the \$60,889.63 "balance to completion", which includes \$7,215.18 of retainage that includes \$5,000 toward sundial replacement and \$2,215.18 for punch list items. Mr. Watkins seconded the motion. In a voice vote, all members voted in favor. MOTION CARRIED.

b. Holland & Hart invoice

Mr. Watkins moved to approve the Holland & Hart invoice #942873 in the amount of \$892. Mr. Nash seconded the motion. Mr. Youde abstained from the vote. In a voice vote, all members voted in favor. MOTION CARRIED.

4. OTHER BUSINESS – ETCHED PAVERS

There was a brief discussion about the etched pavers. Mr. Bailey will contact Mandi at Otak regarding the software files with the font/template for the paver etching. It was discussed that the contractor used by Hillside for the etchings already done would probably also have that data.

5. ADJOURNMENT

Mr. Watkins moved to adjourn the meeting. Mr. Nash seconded the motion. In a voice vote, all members voted in favor. The meeting was adjourned at 9:50 am.



Rick Fereday
Chairman