



**PUBLIC WORKS COMMISSION**  
Regular Meeting

Date: July 12, 2010

Meeting Called to Order: 5:40 p.m.

Meeting Adjourned: 7:20 p.m.

**Present:** Andy Pelster (Chair), JoBeth McFadden (Vice Chair), Donna Hawk, Richard Morton, Lou Zoghby, Joe Procopio (Council Rep)

**Staff Present:** Bob Goebel, P.E., Director of Public Works; Maria D'Andrea, P.E., Assistant Director of Public Works; Bob Watts, P.E., Transportation Planning Manager; Linda Angus, Administrative Assistant-Public Works

**Absent:** Robert Wells, Bob Washburn (monitored meeting by phone)

ITEM/SUBJECT	ACTION/BY	DISCUSSION/REPORT
Call to Order		Chair Andy Pelster called the meeting to order. A quorum was present.
Public Comment on Items Not on the Agenda		No comments
Chair Comments		Chair Andy Pelster wanted to welcome back Jo Beth McFadden and Richard Morton and congratulate them on their recent reappointment.
Minutes	Motion made by Commissioner Donna Hawk; seconded by Commissioner Jo Beth McFadden	It was moved, seconded and approved to accept the action minutes of the May 3, 2010 meeting. Motion carries unanimously.
	Motion made by Commissioner Lou Zoghby; seconded by Commissioner Richard Morton	It was moved, seconded and approved to accept the action minutes of the May 24, 2010 special meeting. Motion carries unanimously.
Election of Chair and Vice Chair – Andy Pelster	Motion made by Commissioner Donna Hawk; seconded by Commissioner Richard Morton	It was moved, seconded and approved that Andy Pelster be appointed as Chair and Jo Beth McFadden be appointed as Vice Chair. Motion carries unanimously.
Goals for the Commission in 2010-2011 – Andy Pelster		<p>Chair Andy Pelster requested that this item be placed on the agenda to promote discussion among the Commission regarding goals the Commission might want to accomplish in 2010-2011. The bylaws were included in the packet so the Commission could see what the purpose of the commission is and what their duties and powers consist of. These bylaws allow for the Commission to provide oversight and make recommendations to Town Council. The idea of setting these goals is to look at what issues the Town will be facing in the next year and be proactive in addressing those issues.</p> <p>An important issue the Town will be facing is the Amendments 60 and 61 and the Proposition 101 that are on the ballot in November. If passed, these will have a major impact on the Town finances. Also, the 2011 budget and how budget limitations on the Public Works Department might affect public transit, capital</p>

	<p>Motion made by Commissioner Donna Hawk; seconded by Commissioner Jo Beth McFadden</p>	<p>improvement projects, road maintenance and vehicle acquisitions.</p> <p>The Commission asked what they could do as a Commission to aid in getting the word out regarding Amendments 60 and 61 and Proposition 101. Rather than take a position, can they educate the citizens to let them know if these pass, this is what will happen? Something that is educational not bias one way or the other. Staff will investigate how much the Commission can do and get back to them.</p> <p>The Commission identified three issues they want to study:</p> <ol style="list-style-type: none"> <li>1) Amendments 60 and 61, Proposition 101</li> <li>2) Public Works Budget</li> <li>3) Public Transit</li> </ol> <p>Due to the Town Council Financial workshop that is being held on Friday, July 16, the Commission decided to present a motion supporting public transit that staff would forward on to them. The Commission also decided to create two groups to further study the amendments/proposition and the Public Works budget. Jo Beth McFadden, Donna Hawk and Lou Zoghby will be on the Amendments group and Andy Pelster, Richard Morton and Bob Washburn will be on the Budget group. These groups will give an update on their progress at upcoming Commission meetings.</p> <p>It was decided by the Public Works Commission to establish two (2) task forces to study the following issues; 1) The proposed Amendments 60 and 61 and Proposition 101; and 2) The 2011 budget limitations as they relate to the Public Works Department. The goal of these task forces will be to provide recommendations to Town Council and/or provide public education on these issues. Motion carries unanimously.</p>
<p><b>Follow-up to Transit Questions – Bob Watts</b></p>		<p>At the May 24 Commission meeting, various transit scenarios were presented to the Commission. These scenarios were being prepared to assist Town Council in their 2011 budget discussions at the Financial Workshop to be held July 16. The Commission requested that two additional scenarios be presented to Town Council – 1) an option for a fixed route service serving all of Castle Rock; and 2) cost of contractor managed transit system vs. Town managed system.</p> <p>In order to have a fixed route system serving the entire Town, an additional three routes would have to be added at a cost of \$1.3M with additional O&amp;M costs of \$125,000 in the first four years. Commissioner Morton asked what amount of sales tax would it take to cover a fixed route system serving the</p>

	<p>Motion made by Commissioner Richard Morton; seconded by Commissioner Jo Beth McFadden</p>	<p>whole town? It has been estimated that it would take an increase in sales tax of .3% to offer this type of service but that does not include para transit that would have to be offered if this type of service was established.</p> <p>Based on the three-bus service that is being offered at this time, it was calculated that it would cost an additional \$90,000 to \$123,000 per year for the Town to manage the transit system simply due to the benefit package that would be offered to the drivers having to become Town employees.</p> <p>Again, due to the Town Council Financial workshop that is being held on Friday, July 16, the Commission would like to present a motion supporting Public Transit that staff would forward on to them.</p> <p>It was decided by the Public Works Commission to recommend to Town Council to support the continuation of public transit in some form and that it not be eliminated entirely from the 2011 budget. Motion carries unanimously.</p>
<p><b>Public Works Project Update – Bob Goebel</b></p>		<p>Questions were answered from staff regarding the summary of the Public Works projects in relation to the Town that was included in the Commission packets. In addition, Bob Goebel discussed the two projects that are being considered by grant through DRCOG for \$800,000 funding for the Town with a \$200,000 match.</p> <p>Regarding the N. Meadows Extension project, staff is working on a pre-application due July 26 for TIGER II funds for projects over \$10M through the Federal Government. The full application is due in August.</p> <p>The drop in CATCO ridership numbers was also discussed.</p>
<p><b>Council Comments – Joe Procopio</b></p>		<ul style="list-style-type: none"> <li>▪ Councilmember Procopio just attended a meeting with Castle Rock Economic Development Council and an outside consultant. The most important information that came out of this meeting was that the primary drivers for economic development will be the two intersections located on the north (N. Meadows Extension to I-25) and south (west frontage road) side of Town. This will be emphasized in the update of the Transportation Master Plan.</li> <li>▪ Question: To what extent does the Town have any leverage or responsibility on getting a pothole repaired that is on private property? Bob Goebel informed Joe that Debbi Davenport, Development Services-Code Enforcement Officer, handles these types of complaints.</li> </ul>

<p><b>Commission Comments/ Concerns</b></p>	<p>Motion made by Commissioner Richard Morton; seconded by Commissioner Jo Beth McFadden</p>	<p>In light of the Town Council Financial Workshop being held on Friday, July 16, Richard Morton suggested that the Commission make a motion regarding budget limitations for the Public Works Department.</p> <p>It was decided by the Public Works Commission to recommend to Town Council that adequate funding be emphasized in the 2011 budget for fleet replacement and preventative maintenance for vehicles and streets. Motion carries unanimously.</p> <p>Next Commission meeting will be August 2.</p>
<p><b>Adjournment</b></p>		<p>There being no further business, the meeting was adjourned.</p>