



PUBLIC WORKS COMMISSION
Regular Meeting

Date: August 2, 2010

Meeting Called to Order: 5:30 p.m.

Meeting Adjourned: 7:15 p.m.

Present: Andy Pelster (Chair), Jo Beth McFadden (Vice Chair), Donna Hawk, Richard Morton, Lou Zoghby, Robert Wells, 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: Bob Washburn

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
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 July 12, 2010 meeting. Motion carries unanimously.
Americans with Disabilities Act (ADA) Curb Ramp Prioritization Plan – Maria D’Andrea		<p>The federal statute known as the Americans with Disabilities Act (ADA) was enacted in July 1990 that requires state and local entities to develop a transition plan specific to curb ramps to make public places more accessible to people. Since Public Works is in charge of sidewalk infrastructure, this falls within our jurisdiction to make sure we are updating our curb ramps whenever possible. Staff has gone through and inventoried the entire Town showing all the locations of existing ramps and if they are in compliance or not. Overall, we have over 6700 ramps and of those about 2500 of them are compliant with the current regulations. This doesn’t mean that the non-compliant ones are bad; it means that these were designed and constructed under a previous set of standards. They still might look very functional but they don’t meet the current regulations. Primarily this exists on the slope of the ramp, 1:10 vs. 1:12, so it’s a slightly less steep ramp. Also, there are a number of areas throughout Town where sidewalk was put in and no ramp was installed. These locations haven’t been inventoried yet but staff is estimating there are approximately 125 ramps that need to be installed throughout the Town. The federal government does not have a time frame as to when we have to be in total compliance, just that we have a plan to do so. All new construction, whether it is development or capital will be built under the new standards.</p> <p>The plan that was presented to the Commission</p>

	<p>Motion made by Commissioner Jo Beth McFadden; seconded by Commissioner Donna Hawk</p>	<p>included a prioritization matrix that will guide staff's decision on which curb ramps to install or modify each year. This plan gives preference based on the following:</p> <ol style="list-style-type: none"> 1. Citizen complaints/requests 2. Locations serving government offices, schools and public facilities 3. Locations serving transportation (bus stops or park-n-ride facilities) and assisted living facilities 4. Places of public accommodations (theatre, shopping, etc) 5. Residential streets. <p>The Town's 5-Year Capital Improvement Plan will be utilized to fund construction of ADA curb ramps in Town with a plan of constructing 15/year. Also, through the Pavement Maintenance Program, we average an additional 60-65/year. We are required to replace ramps along a street where considerable street maintenance is being performed.</p> <p>The Town has received a Community Development Block Grant (CDBG) that will allow Public Works to replace approximately 20 ramps in the downtown area in 2011.</p> <p>Staff and the Town Attorney have reviewed this plan. This will go to Town Council for approval sometime in September.</p> <p>It was decided by the Public Works Commission to recommend to Town Council to approve the Americans with Disabilities Act (ADA) Curb Ramps Prioritization Plan as amended by staff. Motion carries unanimously.</p>
<p>Update on the Transportation Master Plan – Bob Watts</p>		<p>Although the work is on going, staff felt that it was an appropriate time to present the Commission with an update on this project. Muller Engineering started working on this project in April 2010. It was decided to update the Transportation Master Plan (TMP) this year because a lot of things have changed since it was last updated in 2003. Completion of projects has contributed to shifts in travel patterns throughout the Town. The TMP needed to be cleaned up and the focus changed more to the roadway system and a bicycle/pedestrian system. There has been more emphasis on developing a bicycle/pedestrian plan that would allow people to get around Town in a safe and efficient manner.</p> <p>The focus of the plan will be on the street network and also preparing a prioritized list of projects that the Town will pursue as funding becomes available. Recently, Town Council discussed that the primary</p>

		<p>focus of the Capital Improvement Plan would be the N. Meadows Extension project. But it was felt that staff should go ahead and identify prioritized projects so that if other funds do become available through different government grants, a plan would be available to work from. We have DRCOG's funding cycle getting ready to start in a few months where they will be taking applications for federal grants so we want to have some direction to follow in selecting some projects for that funding cycle.</p> <p>Staff is also working with the Parks & Recreation Department, Fire Department, Police Department, and the Economic Development Group, to find out where they see priorities for both roadways and bicycle/pedestrian facilities as to what might encourage economic growth in certain parts of Town and what would improve emergency responses in the Town. We want our on street connections and our side path connections to feed into the trail system to have a unified plan. Public Works transfers \$500,000 every year to Parks to assist them in completing their trail system.</p> <p>Staff is working at a final adoption of this plan probably December 2010 but hopefully before then we will be able to put together the lists of priorities that have been developed to use in our submittals to DRCOG. We will be coming back to the Commission when we do have these lists developed. We will also be meeting with the Planning Commission and setting up public meetings before going to Council for final approval.</p>
<p>Public Works Project Update – Bob Goebel</p>		<p>Bob Goebel discussed with the Commission the recent developments concerning Public Works projects.</p> <ul style="list-style-type: none"> ▪ Staff has submitted the final draft of the decision document for the N Meadows Project to the FHWA and CDOT. Douglas County also received a copy. They will have two weeks to review this document. It is anticipated that it will be signed sometime in October 2010. Once signed, the Town will then be authorized to spend money on the project. Council has recommended that we start with right-of-way acquisition and design. ▪ Our Preventative Maintenance Program (PMP) is going well. We will be finishing up slurry seal next week. Chip seal started today and should be completed by the end of the week. After the chip-sealing program is completed, both Front Street and Prairie Hawk will be restriped to include a multi-purpose lane. ▪ DRCOG awarded us two grants – one for landscaping both roundabouts on Ridge Road

		<p>and one for the reconstruction of the original two lanes of Plum Creek Parkway (eastbound from fairgrounds to Holmby). The total grant was about \$850,000. The Meadows Pkwy turn lanes did not receive any grant money so we will probably get those completed next year.</p> <ul style="list-style-type: none"> ▪ Staff signed a contract for professional services for the design of new bridge rail and approach rail for the Wilcox Street Bridge over east Plum Creek. Every two years we receive an annual bridge report from the State that identify deficiencies and this was one location identified as "high priority". ▪ The traffic calming devices (speed humps) on Baguette Drive were completed last week. We have received a couple of other requests for traffic calming in different locations around Town. Staff has begun obtaining speed and traffic count information for those areas. ▪ Downtown streetlight LED conversion is underway. ▪ Council approved an interim measure for the streets in the north Craig & Gould area. The Utilities Department is going in to replace some critical water main areas. Once completed, the road will be patched and we will come in with a 2-inch overlay which should get us through 5-6 years. This should give the Town enough time to have the funds available to finish the remaining utilities and then Public Works can get in there and do some reconstruction work. ▪ We have applied for TIGER II (Transportation Improvements Generating Economic Recovery) funds (\$56M) for the N. Meadows Extension project. We are in a good position because we are considered rural due to our population and our stand-alone location.
<p>Council Comments – Joe Procopio</p>		<ul style="list-style-type: none"> ▪ Kudos to Bob and Linda - the pothole over by Wells Fargo, which was discussed at our last Commission meeting, has been taken care of. ▪ Joe received a lot of good comments from his constituents regarding the paving that was done in the Founders Village area on both Enderud and Mikelson. ▪ We realize that the interchange to be located on the southwest side of Town is a long time coming but we need to start thinking about this project, as it is one of the prime economic drivers of the Town for the development of the southwest area. ▪ Craig & Gould – Historic Preservation Board voted that they are going to have the oversight of the Craig & Gould area and basically control what is going on over there. They have a committee of seven and that committee had no residents – the Council changed that so that up to three of the

		<p>seven can be residents.</p> <ul style="list-style-type: none"> ▪ Senior Shuttle – Joe rode the Senior Shuttle for the first time and it was a great experience. They took him up to his appointment north of Sky Ridge Hospital and came to pick him up. Hopefully, if the Town no longer funds CATCO, some of that money could be directed towards the Senior Shuttle to keep services going to the people who need it. ▪ The Town has \$6M in the general reserve - \$1M was put into the N. Meadows Extension project. The \$5M is reserved for economic development incentives. There is a lot going on behind the scenes with Castle Rock Economic Development Council.
<p>Commission Comments/ Concerns</p>		<p>Commissioners reported on the two task forces that were created at the Commission meeting in July.</p> <p>The first task force was created to study what the Commission can do to get the word out regarding Proposition 101 and Amendments 60 and 61. Donna Hawk, Lou Zoghby and Jo Beth McFadden attended the Town Council meeting last Tuesday. Donna read the official response that she received when she asked what the Public Works Commission could do – “The members of the Commission may act as individuals, or may form an independent Political Action Committee (PAC). While the Fair Campaign Practices Action (FCPA) does not specifically prohibit a commission member from identifying him or herself as a Public Works Commissioner, staff would strongly discourage this in order to avoid any impression that the individual is using their membership on the Public Works Commission.” Donna commented that if we want to form a PAC, we could get information to do this.</p> <p>Joe Procopio stated that there is a meeting coming up for citizens interested in finding out more information about these amendments and proposition. Mr. Procopio will send this information to Linda Angus and she will forward it to the Commission. Bob Goebel commented that there is a meeting hosted by the Douglas County Community Forum on August 11th at 6PM at the Wildlife Experience. There are also several websites related to these issues. Donna will give these to Linda and she will forward them to the Commission and staff.</p> <p>Donna also stated that there is something the Public Works Commission can do – “The Public Works Commission is an advisory Commission to Council, and as such it is staff’s opinion that the Public Works Commission may take a position Vis-à-vis the Council on these issues, and encourage Council to adopt a</p>

	<p>Motion made by Commissioner Donna Hawk; seconded by Commissioner Jo Beth McFadden</p>	<p>resolution opposing the issues.”</p> <p>It was decided by the Public Works Commission to recommend to Town Council that they do whatever possible to oppose Proposition 101 and Amendments 60 and 61 and to encourage Council to adopt a resolution stating so. Motion carries unanimously.</p> <p>The second task force was created to study the 2011 budget limitations as they relate to the Public Works Department. This task force has been gathering budget information to help familiarize themselves with the 2010 budget. They also sent Bob Watts questions regarding transit and have received his comments. Bob Watts stated that the Senior Center would be coming back to staff with a proposal as to if we were to up their contribution, how they would spend it and how they would provide more trips. They are limited now in what they can do because they are dependent on volunteer drivers. This would provide services to the disabled and elderly not for individuals wanting to get around the town or for someone who doesn't have a car and needs to get to work. This is not going to replace the transit system, just for the disabled and elderly. We have to come up with parameters to say, “what is elderly – what is disabled?”</p> <p>The Budget Task Force would like to see the Vehicle Replacement/Vehicle Maintenance budget figures before it goes to Council so they can provide recommendations to Council. They want to be able to provide support to Public Works so the Council knows that as a Commission they are supporting the Public Works Department.</p> <p>Joe Procopio commented that the 2011 budget will not be presented to Town Council until September and that the priorities were set at the July 16 Financial Work Session.</p> <p>Next Commission meeting will be September 13 due to the Labor Day holiday on the 6th.</p>
<p>Adjournment</p>		<p>There being no further business, the meeting was adjourned.</p>