



PUBLIC WORKS COMMISSION
Regular Meeting

Date: October 3, 2011

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

Meeting Adjourned: 7:17 p.m.

Present: Jo Beth McFadden, Donna Hawk, Bob Washburn, Robert Wells, Kenneth Brink, Mike Riedmuller, Joe Procopio (Council Rep)

Staff Present: Bob Goebel, P.E., Director of Public Works; Dan Sailer, P.E., Asst Director of Public Works; Bob Watts, P.E., Transportation Planning Manager; Dale Wegner, P.E., Engineering Manager; Carl Armijo, P.E., Construction Manager; Sandy Vossler, Development Services ; Linda Angus, Administrative Assistant-Public Works

Absent: Richard Morton

ITEM/SUBJECT	ACTION/BY	DISCUSSION/REPORT
Call to Order		Chair Jo Beth McFadden called the meeting to order. A quorum was present.
Public Comment on Items Not on the Agenda		None
Minutes	Motion made by Commissioner Donna Hawk; seconded by Commissioner Bob Washburn	It was motioned, by the Public Works Commission to accept the action minutes of September 12, 2011. Motion carries unanimously.
Adoption of the 5-Year Pavement Maintenance Program – Dale Wegner		<p>The Pavement Maintenance Program (PMP) was developed to help Public Works make cost effective decisions for maintenance and rehabilitation of the over \$240M worth of assets that need to be preserved and remained safe for the public to use. Dale discussed the Overall Condition Index (OCI) and gave examples of the different ranges of the indexes from 1-100 (50 being poor condition and in need of reconstruction). The average OCI value for the Town streets is 78.74. Staff is recommending that the Town set a goal to keep primary streets at an OCI of 75 and residential streets at an OCI of 70.</p> <p>Staff also proposed that the Commission approve 5-Year PMP plan. In the past, pavement maintenance was done in different areas throughout the Town. The new plan would concentrate maintenance in a specific area of town thereby minimize the disruption to the residents. The Town has been divided into five areas. In 2012 the PMP will be concentrated on the residential streets in the south area along with selected primary streets throughout Town and also the downtown area. The residential streets will not be addressed again in the south area until 2017. Emergency repairs will still be made as needed. Public Works and Utilities departments meet once a month to coordinate their efforts.</p>

	<p>Motion made by Commissioner Donna Hawk; seconded by Commissioner Mike Riedmuller</p>	<p>Budget for the PMP plan was discussed. The proposed cost for the 2012 PMP plan has been submitted to Finance to be included in the 2012 Budget. Dale will send the 2012 PMP plan to the Commission.</p> <p>It was motioned by the Public Works Commission to recommend to Town Council to adopt the proposed 5-year Pavement Maintenance Program plan and also that the Overall Condition Index goal will be set at 75 for primary streets and 70 for residential streets. Motion carries unanimously.</p>
<p>Discussion and Direction of the Use of the Town Trolley – Bob Watts</p>		<p>Bob Watts began his presentation with a brief history of how the Town ended up with a trolley. The trolley is a 1996 Barth trolley that seat 26 and was acquired by the Town in 2004 from the Factory Outlet Stores for \$750.00. It was never operated as part of the bus fleet; only used for special events. The trolley cannot be used for any scheduled transit service as it is not compliant with ADA regulations. Unfortunately, at this point, it has become too unreliable to continue to utilize until repairs can be made. It is estimated that it will cost the Town between \$13,000 and \$15,000 to make the needed repairs to put it back into service. Also, once it is back in service, Staff estimates that it will cost between \$5,000 to \$9,000/year for operation and maintenance costs. Staff also would like to make it a part of the Fleet Replacement Program so in another 5-10 years a replacement could be purchased. This cost would be \$15,000/year based on another 10 years of service. It is estimated that a used trolley would cost between \$30,000-\$50,000 and a new trolley approximately \$150,000. When the time comes to replace the trolley, the replacement will be compliant with ADA regulations.</p> <p>Staff is working with businesses/agencies to see if they would become “partners” with the Town by helping to financially sponsor the trolley. As of this date, the Chamber, Downtown Development Authority (DDA) and Senior Center would like to be contributors and the hospital is somewhat interested. If the Town could secure the financial obligation for the annual O&M costs, this could be a win-win situation. Both the Chamber and the DDA feel that the trolley is a real asset to the Town. Staff feels that the trolley offers a “small-town community character” as mentioned in our 2020 Vision Statement.</p> <p>Some of the Commission members were uncomfortable with the costs and questioned if the Town can afford to invest this amount on a vehicle that is strictly used for special events. Joe Procopio commented that with the establishment of the</p>

	<p>Motion made by Commissioner Kenneth Brink; seconded by Commissioner Donna Hawk</p>	<p>“Wedding District” the trolley would be an asset to this project. Bob Watts commented that other towns have these unique types of things in order to make themselves more attractive and economically viable. Once the trolley is repaired, staff is looking at having it out 30-50 times/year.</p> <p>It was motioned by the Public Works Commission to recommend to Town Council to continue the trolley service. Motion failed with a vote of 3 for and 3 against.</p>
<p>5-Year CIP – 2012 Planned Projects – Dan Sailer</p>	<p>Motion made by Commissioner Donna Hawk; seconded by Commissioner Bob Washburn</p>	<p>The 5-year capital projects plan for the Public Works Department was reviewed with the Commission and Dan briefly described the different projects that are in the 2012 plan. The N. Meadows Extension project is the #1 project for Public Works. The Commission questioned the amount for the Traffic Signal Construction Program - \$620,000. Dan explained that per the engineering assessments that were conducted, the Town will be installing three signals this year. The Commission asked if the signal that was removed from 2nd and Wilcox could be re-used; the heads can be reused but not the poles due to changes in regulations.</p> <p>To be proactive with project management, staff plans five years into the future. Projects are selected through Council direction, inter-departmental coordination, operational and safety needs.</p> <p>It was motioned by the Public Works Commission to recommend to Town Council to adopt the proposed 5-year CIP program as outlined and that it be approved with the Town’s 2012 budget. Motion carries unanimously.</p>
<p>Information on Oil and Gas Drilling within the Town Limits – Sandy Vossler</p>		<p>Sandy Vossler, Development Services Planner, updated the Commission on the efforts that the Town is pursuing to prepare an ordinance addressing the issues of the potential oil and gas drilling that could occur in the Town. Town Council requested staff to get a draft together after it was realized that oil and gas companies were performing title searches on mineral rights in the Douglas and Elbert county areas. Staff has been looking at a lot of different jurisdictions that are developing new regulations and looking at others who have been doing this for decades. This item is being brought to the Public Works Commission because there is a road component that will need to be addressed. Development Services is working with other departments in the Town to make sure all issues will be covered in the ordinance. No activity has begun as yet although there have been some inquiries (one on Front Street, one for Douglas County west of</p>

		<p>the regional park site and one near the Plum Creek Wastewater location on SH85). Currently the Plum Creek Wastewater Authority is in negotiations with an oil and gas company for the leasing of mineral rights. In Douglas County there has been one spacing order approved. A spacing order is the first thing that happens before a drilling permit is issued. The Colorado Oil and Gas Conservation Commission (COGCC), which is the governing authority on all oil and gas development in the state, has to approve a spacing order that shows all the setbacks and this tells the oil and gas company where their window is for drilling. Elbert County has had one permit approved in the north part of their county.</p> <p>Sandy talked about the Niobrara Shale Formation located below the water aquifers that the Town utilizes for our water supply. The profile of an oil and gas well was discussed along with the process of production casing placement. Pictures of the drilling site equipment during construction, separators and flares, storage tanks and the well heads were shown.</p> <p>As a local government we are limited as to what we can restrict. We are not able to implement stricter rules than the COGCC. Anything pertaining to the drilling, the production equipment, the location of the site, the casings, any of the technical data related to the site all of that is regulated by the COGCC. What is fair game for regulations is anything to do with the access roads, any equipment storage that may take place on site, any review process or application process in developing the site within the municipality. Douglas County is currently working on a road impact study and also working on drafting some regulations. Protection of our aquifers is the Town's #1 concern. The amount of water that is necessary to drill one of these wells is upwards of 3 million gallons. The Town had a public meeting a few weeks ago and the feedback from the public was – don't sell them water. We are trying to include some baseline well testing in our ordinance. The Town is currently working with an attorney that has experience in oil and gas matters. The Town is trying to get ahead of this and get a handle on it before it gets here. The Town also has information on the website on this subject.</p> <p>As soon as the road impact study is completed by Douglas County, Dale will forward that information to the Commission.</p> <p>The Commission was very impressed with Sandy's presentation and will contact her or Dale Wegner if they have any further questions or comments.</p>
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<p>Public Works Project Update – Bob Goebel</p>		<p>An overview of current Public Works projects was provided to the Commission in their packets. Updates to these projects were discussed. The Commissioners were provided with a brief overview of the Open House that was held on September 15 to review the Value Engineering proposals for the N. Meadows Extension project.</p>
<p>Council Comments – Joe Procopio</p>		<p>Councilmember Procopio complimented Sandy on her presentation of the Oil & Gas Drilling. He also informed the Commission about the recent presentations that were given to Council regarding the Renewable Water proposals. After the analysis, there will be some Town meetings to get citizen response before the Utilities Department returns to Council for a decision.</p>
<p>Commission Comments/ Concerns</p>		<p>None</p>
		<p>There being no further business, the meeting was adjourned. Next meeting November 7th.</p>