



**PUBLIC WORKS COMMISSION**  
Regular Meeting

**Date:** February 3, 2014

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

**Meeting Adjourned:** 6:37 p.m.

**Present:** Mike Riedmuller, Kenneth Brink, Martin Karol, Steven Peterson, Langford Jordan, Joe Procopio (Council Rep)

**Staff Present:** Bob Goebel, P.E., Public Works Director; Dan Sailer, P.E., Assistant Public Works Director; Bob Watts, Transportation Planning & Traffic Engineering Manager; Ryan Germeroth, Traffic Operations Engineer; Linda Angus, Administrative Supervisor

**Absent:** Brian Logan, Robert Wells

**Visitor:** Ken Perry, Resident of Castle Rock

ITEM/SUBJECT	ACTION/BY	DISCUSSION/REPORT
<b>Call to Order</b>		Mike Riedmuller, Chair, called the meeting to order. A quorum was present.
<b>Public Comment on Items Not on the Agenda</b>		Ken Perry, resident of Castle Rock, wanted to thank the Public Works staff for all the hard work and dedication to the different projects that they have worked on and the great job they continue to do for the Town. He also wanted to thank the Commission. He realizes that this is a volunteer Commission and wanted to thank them for their time and their representation that they provide to the community. Ken wanted to voice his opinion on the latest Town Council meeting regarding the repeal of the ordinance for open carry of firearms. He felt that there was one solution that was repeatedly mentioned by all parties that the Council totally ignored; that was to send the repeal of the existing ordinance regarding open carry of firearms to the residents in the form of a ballot question. The Council choose to ignore that solution and argued their position of the basis of the US Constitution and Mr. Perry found it hypocritical of those four members to deny each resident that opportunity.
<b>Minutes</b>	Motion made by Commissioner Langford Jordan; seconded by Commissioner Steven Peterson	It was motioned, seconded and approved by the Public Works Commission to accept the action minutes of January 6, 2014. Motion carries unanimously.

<p><b>Recommendation to Town Council Authorizing the Town Manager the Approval Authority for All Remaining “Master Construction Contract” Amendments on the North Meadows Extension Project – Dan Sailer</b></p>	<p>Staff is always looking for ways to get this project done in a timelier manner. At this time, Council approves all items over the Town Manager’s limit of \$250,000. This process can take approximately four weeks’ time due to established Town Council meeting dates, along with Town staff packet development procedures. Dan Sailer will introduce an option to help reduce this time. The Town has broken up this project into three separate design packages; however, it is not necessary for our contractor to have to take this same sequence for construction. So based on how our right-of-way is being procured, and where we are at, we are looking for opportunities where we can segment out the various options from a construction perspective. Each one of these segments is looking to be more than \$250,000 in construction costs so as such we will have to go to Town Council with these items. On any segment of this project has to first get CDOT clearance, from there we come to this Commission for a recommendation to Council, then to Town Council for their approval. Once approved by Town Council, we are then able to issue the “Notice to Proceed” (NTP) to the contractor. The current agenda process typically takes about a month between the Commission and Town Council. We are looking for every opportunity we can to try to streamline this process to get the NTP to the contractor quicker. We approached CDOT with the recommendation that would allow us to potentially put the balance of the project in front of Town Council for approval on the guaranteed maximum price then we would hold the NTP to the contractor based on when we actually got that clearance. We thought that could be another mechanism that we could utilize but CDOT said they were not comfortable doing that. The only other option that we had was to look at our process and potentially find opportunities to try and shorten that. We feel the way to do that is to recommend Town Council provide the Town Manager with an increase in authority to approve these contracts just for the North Meadows Extension project</p>
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only. One advantage that we see is that Town Council has already approved the “not to exceed” limit for the entire project, therefore, we are recommending that the approval they give to the Town Manager would not exceed that “not to exceed” limit. By doing this we are estimating that we can save approximately 4-6 weeks’ time between actually getting the CDOT construction clearance and being able to issue NTP to the contractor because we can immediately get to the Town Manager’s office for approval of those contract amendments. We are asking the Commission to recommend to Town Council to increase contract approval authority to the Town Manager for this project. We are presenting this concept to the Town Council tomorrow night and if they approve, we will come back to the Commission with the ordinance that changes the Town Manager’s approval limit for this project. This will take two readings and will recommend emergency adoption at the second reading so we can immediately move into NTP to the contractor as soon as we get construction clearances from CDOT.

Questions

*Appreciate anytime staff looks internally at process improvement and better ways of doing things more efficiently. It might be more convincing in front of Council to lay out the true benefits for this change other than it being a better process. What would you say is the three top benefits to this? There might be a small amount of savings from the project being done sooner from an overhead perspective. Dan didn’t have a good feel of what that cost would be and don’t know if it’s significantly enough to add it to the memo. One of the primary goals we have is the opening of the road as soon as possible so that is the driving incentive.*

*What if Package 3 comes in at \$60M and is approved and we now have only \$4M for the rest of the project? Our budget of \$64M is based on cost estimates from the design packages. We have been meeting*

		<p>with the contractor and we don't expect them to come in any higher than this because they have already agreed to it in the master contract.</p> <p><i>What about cost overruns?</i> Cost overruns are separate and would fall outside of this ordinance and would have to go to Council for approval.</p> <p><i>How close are these designs to 100%?</i> All phases are at 100%. We are now meeting with the contractor about the specs to make sure they fully understand what each phase entails so when it is priced, it is done correctly.</p> <p><i>If the Commission and Town Council approve this, does the Town Attorney draft the ordinance?</i> Yes, he would draft the ordinance and we would have to take it back to Town Council for approval which takes two readings.</p> <p><i>This is a lot of money for one person to authorize to spend! Maybe there should be some kind of reporting schedule included in the ordinance to report back to Council on what actions have been done.</i> The Commission can put this in their motion to Town Council to require the Town Manager report regularly to Council on any actions that have been completed on this project.</p> <p><i>Is there any precedence of this being done in any other municipality?</i> No</p> <p>Fine with delegating this authority to the Town Manager with one concern; I don't want to lose visibility on where this project is. It would be good that when the Town Manager approves a contract, the Commission would be notified as to what was approved, how much, is it different than what originally planned for, etc. along with regular reporting in our monthly meetings as far as what the status is of the project. It seems that if this gets shoveled off to the Town Manager and we lose visibility, we lose that platform to be able to ask questions. Also, wonder if it would be worth talking</p>
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	<p>Motion made by Chair Mike Riedmuller; seconded by Commissioner Steven Peterson</p>	<p>to Council and saying that we will not use this if there is more than a 5% or 10% variance over what is already estimated.</p> <p>It was motioned seconded and approved by the Public Works Commission to recommend to Town Council the approval of an ordinance that will provide the Town Manager with construction contract amendment authority on all remaining amendments for the North Meadows Extension Project only and recommend that provisions of the ordinance include that use of any such authority is reported to the Public Works Commission and Town Council. Such increased authority is limited to the total of all amendments being at or beneath the Fixed Limit of Construction Cost approved by Town Council for this project.</p>
<p><b>Discussion/Direction: Signal System Evaluation – Ryan Germeroth</b></p>		<p>Last month Ryan spoke to the Commission about how the Town’s existing traffic signal system operates presently. The purpose of this presentation is to discuss the Town’s traffic signal system and its current deficiencies. The 2013 community survey identified improved traffic flow including traffic signal timing as the top transportation issue in Castle Rock. This tells us that it’s important that Public Works makes sure that our signal system is operating efficiently as possible. Completion of the Traffic System Evaluation Study was the first step in the Department’s plan to address this concern. In 2013 the Town, with the help of a transportation consulting firm, undertook a complete analysis of the Town’s traffic signal system. This study evaluated the Town’s existing signal system and provided recommendations for changes to equipment and operating software that could improve efficiencies in the areas of signal timing, system reliability, operation and maintenance response.</p> <p>The study identified the following issues with the existing signal system that need to be addressed:</p> <p>1)Currently the Town is using a dial-up communication via a leased phone line that link the master computer in the</p>

		<p>Service Center to the five on-street master controllers which control 23 of the Town's 31 signals. The Town pays CenturyLink about \$260.00/month to lease these phone lines to be able to communicate with our signals in the field.</p> <p><u>Recommendation:</u> The study recommended installing a high speed connection. The advantage of having a high speed connection is that we would get the real time updates from the field. As it is now, we have to wait for the field to call in (if it calls in!) to find out what is going on.</p> <p>2)Lack of reliability due to power outages/surges. Currently if there is a power outage, the signals go completely dark and that is not a safe signal because a lot of people don't know what to do at a dark signal.</p> <p><u>Recommendation:</u> Install a battery back-up system so the traffic signals can maintain normal operations during power outages/surges.</p> <p>3)The Town currently has legacy equipment – or old stuff! Our control equipment that sits in the corner cabinets is 1970's technology which is controlling our signals. Our central system software is 10-15 years old.</p> <p><u>Recommendation:</u> Upgrade the central system software and signal control equipment.</p> <p>4)Currently the Town has no active monitoring. If the system isn't actively updating, you don't know what is currently going on in the field.</p> <p><u>Recommendation:</u> Installation of a closed circuit TV camera and additional detection equipment to monitor traffic movement. Installation of system detection can provide continuous traffic volumes, vehicle speeds and travel times.</p> <p>The Town has five traffic zones:</p> <ul style="list-style-type: none"> <li>• Meadows Blvd</li> <li>• Front Street</li> <li>• Wolfensberger Road</li> <li>• Downtown area</li> </ul>
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		<ul style="list-style-type: none"> <li>• Plum Creek Pkwy</li> </ul> <p>Each of these five zones makes up approximately five signals. We communicate with these signals by dialing-in here at the Service Center to the signal and it responds and we are able to communicate with that system. If we were to upgrade the communication system with a wireless high speed connection, we could communicate with all our five traffic zones. This system is expandable so later we could add the 16 CDOT signals currently within Town limits. It could also be expanded to support the remote management of the school zone beacons. Currently the 52 school zone beacons have to be programmed by hand which takes a lot of time. As the Town grows, we will need to add a repeating antenna at Ridge Road and another in the Crystal Valley area.</p> <p>This system will also improve in travel time which is very important to the public. Staff performs travel runs to see how the traffic corridor is functioning. Travel times can vary if there is an accident or malfunctioning equipment, weather, etc. Ryan explained where the travel runs are performed, what travel time was achieved at those locations and free flow travel time. With the new system, we can expect a 5-10% reduction in travel times.</p> <p><b>Plan Implementation</b></p> <p>Staff has developed a capital improvement plan for this project. We looked at:</p> <ul style="list-style-type: none"> <li>• Interdepartmental cooperation and pooling of resources (Fire &amp; Police departments would be interested in having cameras available to see what's going on.)</li> <li>• Funding from Denver Regional Council of Governments (DRGOG) – they have many grant opportunities that we could apply to and receive funding for this project.</li> </ul> <p>Note: High speed communications upgrade is prerequisite to all other improvements. If we don't upgrade to this system, none of the other items would be viable.</p>
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		<p>It is currently estimated that it will cost approximately \$1.8M to complete all of the recommended improvements identified. Staff estimates that approximately \$800,000 of this amount could become available through DRCOG and other outside funding sources. Overall implementation will be 5-10 years.</p> <p>This item will be presented to Council on February 18th.</p> <p>Commission feels that this would be money well spent!</p>
<b>Projects Update – Bob Goebel</b>		An overview of the current Public Works projects/programs was provided to the Commission in their packets.
<b>Council Comments – Joe Procopio</b>		<p>Appleton Way neighborhood traffic calming issue: Appleton Way is the entrance into Castlewood Ranch off of Ridge Road. Public Works received a Neighborhood Traffic Calming petition from the residents who live on that street due to cars racing down the street causing traffic problems and safety problems for those who live there. After studying the problem, and in response to this petition, Public Works put up a sign preventing cars from making a left turn onto that street to access Ridge Road. The Town has received many complaints from residents in that area that they have lost their easy access and why doesn't majority rule and that's not the way it works. Work groups have been formed combined with Appleton Way residents and Castlewood Ranch residents and they are working on a solution to this problem.</p>
<b>Commission/Staff Comments/ Concerns</b>		A resident commented to Mike Riedmuller that 5 <sup>th</sup> Street east of the frontage road is not being plowed. Bob Goebel reassured him that is was!
<b>Adjournment</b>		There being no further business, the meeting was adjourned. Next meeting March 3, 2014.