



PUBLIC WORKS COMMISSION
Regular Meeting

Date: September 13, 2010

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

Meeting Adjourned: 6:55 p.m.

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

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 Robert Wells	<p>On page 2, paragraph 3 of the minutes it reads as follows: “In 2011, we received a Community Development Block Grant (CDBG) that will allow us to replace approximately 20 ramps in the downtown area.” It should read: “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.” Linda Angus will make the change.</p> <p>It was motioned, seconded and approved to accept the action minutes of August 2, 2010 with the changes noted above. Motion carries unanimously.</p>
Approval of Subgrantee Agreement with Douglas County for the 2010 Community Development Block Grant (CDBG) Program – Maria D’Andrea		<p>The Town applied for and received a Community Development Block Grant (CDBG) through Douglas County for \$131,821 to construct approximately 27 pedestrian curb ramps in the downtown area. As a recipient of federal funds, the Town must sign a subgrantee agreement with Douglas County before proceeding with this work. The Town Attorney has approved this agreement.</p> <p>These are existing ramps that will be retrofitted to meet current regulations. The contract will be structured so that we can delete the number of ramps to be constructed either before or during construction if the costs come in higher than anticipated or if there is unexpected costs in the field. We expect to go out to bid in March 2011 and begin construction in May 2011 with completion by August 2011. The ramps that will be constructed line up with the priorities for the ADA Prioritization Plan the Commission reviewed last month.</p>

	<p>Motion made by Commissioner Donna Hawk; seconded by Commissioner Lou Zoghby</p>	<p>It was motioned, seconded and approved by the Public Works Commission to recommend to Town Council to approve the sub-grantee agreement with Douglas County. Motion carries unanimously.</p>
<p>Transit Options and Availability for Transit-Dependent Persons – Bob Watts</p>		<p>The purpose of this agenda item is to layout the options regarding transit that are available to the citizens the Town serves. We are hoping that after the Town Council meets on September 21, staff will get direction from them as to; 1) do they see a need for a service; 2) do they believe there is a transit dependent population; 3) do they feel there is a need to provide a service to this population and; 4) do they think that there are private providers in the area that could adequately serve this group.</p> <p>The Commission and staff discussed the possibility of funding a core service from Safeway to Castle Pines at least until we could get to some point in time when we could put something on the ballot to see if the citizens want a dedicated tax for transit. The Commission is afraid that if transit goes away, its gone – just like FREX - we'll never get that back. Once the health service facility opens in the Meadows, the demand is going to be more. There has always been talk about providing a regional service from Castle Rock to Sky Ridge Hospital but the Commission feels that demand is going to be less once the health services facility opens. The focus would probably move to a more local service and not regional.</p> <p>There was also discussion about allocating a certain amount of money in the budget each year to service the “transit dependent”. Maybe we look at the percentage that utilize the service and put that percentage into some kind of program – through a private company - or find a way to negotiate a contract with a private company to accomplish it. Mr. Watts looked into that aspect with South Suburban Taxi and “To The Rescue”. These are “call and ride” type services and that type of service is the most costly. Probably the cheapest option is the fixed route but unfortunately it’s the least efficient. With efficiency comes cost.</p> <p>The Senior Center option was discussed. Has there been any discussion with the Senior Center about them expanding the service that they have and possibly hiring a dispatcher and a couple of drivers rather than using strictly volunteers? Part of the Senior Center mission is to give their volunteers things to do. They don't want to start mixing in paid drivers with volunteer drivers. Also, without going out and buying more vehicles, they are restricted in providing more service. Transit, while it’s an important mission, is not their primary mission; operation of the Senior Center is their primary mission.</p>

	<p>Motion made by Commission Chair Andy Pelster and seconded by Commissioner Donna Hawk</p>	<p>The Commission and staff talked about citizens giving people rides. Setting up some kind of volunteer system – some kind of incentive/motivation system for citizens to give rides to people. A central clearinghouse would have to be established. DRCOG provides a service called “Ride Arrangers” where you can call and give them your name and your schedule and they have a central dispatch where they match people up so you can find someone who’s headed in your direction. Unfortunately, most of these vanpools tend to be more geared to provide rides from Castle Rock to Denver or the Colorado Springs. But if the Town wanted to pursue it, it could be a good option. There would have to be a dispatcher to coordinate with the people who have cars during a certain time during the day with the people who need a ride.</p> <p>Council needs help on what kind of customer base transit is trying to serve. The Commission and staff discussed the definition of “transit dependent”. The Commission felt that “transit dependent” people consist of: 1) low-income people, who do not have access to a car and/or have a driver’s license; 2) people with disabilities and; 3) seniors.</p> <p>Even though this is an information item, the Commission felt they should propose a motion regarding transit so Council would know where they stand.</p> <p>It was motioned, seconded and approved by the Public Works Commission to recommend to Town Council that they consider Human Services transit as part of the health and safety priorities and rank it above recreation. Motion carries unanimously.</p> <p>Also for Council consideration:</p> <ul style="list-style-type: none"> ▪ Customer base for the transit dependent would be: <ul style="list-style-type: none"> ▪ Human Service need ▪ Transit to jobs <i>(Both with priority to low-income people)</i> ▪ Maintain a core fixed route transit service for transportation to jobs for the low-income areas. ▪ Partial funding of Human Services would be through a private service. <p>Also of note, the Town has been awarded an FTA grant for approximately \$100,000-\$140,000 in 2011 for operations so if we were able to keep some of the service going, the Town’s portion would be very small. This will be included in the memo to Council. These funds could not be used for our contributions to the Senior Center it has to go to general service and it can’t be used for only service to the elderly/seniors.</p>
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	<p>Motion made by Commissioner Robert Wells; seconded by Commissioner Bob Washburn</p> <p>Motion made by Commissioner Bob Washburn; seconded by Commission Chair Andy Pelster</p>	<p>Will there be a cost associated with eliminating the service? Yes, there is cost involved. The buses were purchased using 80% of federal money. We also have about 100 signs we would have to remove along with some benches. We haven't really put a dollar figure to the cost of eliminating the service.</p> <p>CATCO did receive an award for the "State's best small transit system of the year" from Colorado Association of Transit Agencies (CASTA).</p> <p>It was motioned and approved to reconsider Commission Chair Andy Pelster's previous motion so that the Commission can include additional clarification as to where they would suggest funding for transit would come from. Motion carries unanimously.</p> <p>It was motioned and approved to amend the motion to read: The Public Works Commission recommends to Town Council that they consider human services transit as part of the health and safety priorities and rank it above other optionally funded items such as recreation i.e. expansion of the current trail system. Motion carries unanimously.</p> <p>Also for Council consideration:</p> <ul style="list-style-type: none"> ▪ Customer base for the transit dependent would be: <ul style="list-style-type: none"> ▪ Human Service need ▪ Transit to jobs <i>(Both with priority to low-income people)</i> ▪ Maintain a core fixed route transit service for transportation to jobs for the low-income areas. ▪ Partial funding of Human Services would be through a private service.
<p>Public Works Project Update – Bob Goebel</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.</p> <p>In addition to packet information, staff is also working with the FHWA and US Fish and Wildlife regarding the potential depletions to the South Platte River due to construction water use on the N. Meadows Extension to US85/I-25 project that could potentially affect some endangered species in Nebraska.</p>
<p>Council Comments – Joe Procopio</p>		<ul style="list-style-type: none"> ▪ The results of the 2010 census will be out shortly. ▪ Second reading for the prohibition of medical marijuana commercial operations and product manufacturing will go before Council tomorrow night. Anyone interested should attend this meeting. ▪ Last week Council passed by resolution opposing Proposition 101 and Amendments 60 and 61 that are on the November ballot.

		<ul style="list-style-type: none"> ▪ The Town's budget will not be completed until after the November election results are determined.
Commission Comments/ Concerns		Robert Morton asked if more sanders were going to be installed on the small trucks used for snowplowing? No, that would be considered an additional level of service so we won't be installing additional sanders.
Adjournment		There being no further business, the meeting was adjourned.