



PUBLIC WORKS COMMISSION
Regular Meeting

Date: June 4, 2012

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

Meeting Adjourned: 6:27 p.m.

Present: Jo Beth McFadden, Richard Morton, Bob Washburn, Mike Riedmuller, Kenneth Brink, Martin Karol, Joe Procopio (Council Rep)

Staff Present: Bob Goebel, P.E., Public Works Director; Pam Hutton, P.E., Assistant Director of Public Works; Bob Watts, P.E., Transportation Planning & Traffic Engineering Manager; Linda Angus, Administrative Supervisor

Absent: Robert Wells

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 Bob Washburn; seconded by Commission Mike Riedmuller	It was noted that the minutes reflect Ken Brink was in attendance when actually he was absent. Minutes will be changed accordingly. It was motioned, seconded and approved by the Public Works Commission to accept the action minutes of May 7, 2012 with changes as noted. Motion carries unanimously.
Introduction of New Commission Members and Election of Chair and Vice Chair – Jo Beth McFadden	Motion made by Commissioner Ken Brink; seconded by Commission Mike Riedmuller	Martin Karol, new Commission member, introduced himself and was welcomed by the Commission. Also, Robert Wells was re-appointed to the Commission. An election was conducted for Chair and Vice Chair of the Commission. It was motioned by the Public Works Commission to retain Jo Beth McFadden and Richard Morton as Chair and Vice Chair respectively. Motion carries unanimously.
Approval of Traffic Signal Contract – Bob Watts		Each year the Town conducts signal warrant studies on various intersections that staff has observed as starting to have congestion or accident problems. These studies look at traffic volumes over the course of an average day, accident reports over the last 12 months and pedestrian traffic. Per these studies, the Town budgeted for the installation of three signals this year. Two of the three will be new installations. The third traffic signal will be installed at Plum Creek Parkway/Gilbert Street. Since this intersection is to eventually become a “roundabout”, it is planned to only install a temporary signal using as much “used” equipment as possible. The other two signals will be installed at the intersections of Meadows

		<p>Blvd/Coachline Road and at Meadows Blvd/Sabercat Way. Both these locations met the peak hour warrant and the Meadows Blvd/Sabercat Way location had started to approach the accident warrant. Staff feels that with the increase in traffic that will occur through more development and future connection with the hospital, it was determined that the Meadows Blvd/Sabercat Way intersection become signalized at this time. The Meadows Blvd/Sabercat Way signal will be connected to the fiber optic system that connects all the signals in that area together whereas the Meadows Blvd/Coachline Road signal will be an isolated system that will operate independently. Eventually we will have a fiber optic system that will run all around the loop to connect all the signals in the area.</p> <p>The construction (including equipment, materials, etc.) for these two signals was sent out to bid. Three bids were received ranging from \$246,876 to \$333,160 with WL Contractors being the lowest bidder. WL has installed numerous traffic signals for the Town over the past few years and currently has our annual signal maintenance contract and has always proven to be very reliable.</p> <p>A purchase order has already been issued for the traffic signal poles, mast arms and luminaires since these items all have a longest delivery time. The cost for these items was \$70,938. Total project costs, including a 10% contingency, will be \$342,814. The contingency is high due to the fact that the American with Disabilities Act (ADA) has some new requirements for audible pedestrian signals. Should these be required for these projects, funds would be available through this contingency line item. The current budget for the Traffic Signal Program is \$620,000.</p> <p>The Meadows Blvd/Sabercat Way signal is scheduled to be completed by August 10 so it is in operation before the new school year commences.</p> <p>Also of note, Castle Rock Development has contributed funds for eight signals in the Meadows Subdivision. Five of those signals have already been installed so after these two installations are complete, there is still funding for one more signal. This deferred revenue will be recognized as soon as this project is completed.</p> <p>The Commission was concerned about the price variance of the bids. Staff informed them that the bids were reviewed and no discrepancies were found by</p>
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	Motion made by Commissioner Richard Morton; seconded by Commission Bob Washburn	<p>the Town or the contractors. Commission also wanted staff to check the sight distances on the Coachline signal for the possibility of installing a "signal ahead" warning sign. It was also suggested by Joe Procopio to check the striping on the two lane approach at the Sabercat signal to make sure it is correct.</p> <p>It was decided by the Public Works Commission to recommend that Town Council approve the contract with WL Contractors, Inc. for the construction of two traffic signals. Motion carries unanimously.</p>
Projects Update – Bob Goebel		<p>An overview of current Public Works projects was provided to the Commission in their packets. Updates/questions were addressed as follows:</p> <ul style="list-style-type: none"> • Bob Goebel notified the Commission that the Town might have to go through the eminent domain process for temporary access to property located within the N. Meadows Drive Extension project. The Town has provided the owner with a formal offer and we are waiting their response. If the owner rejects this offer, the action would take place at the June 12 Council meeting. All other property owners have given us permission to access their property for the drilling of test holes so that soils investigation can be accomplished. This information is vital for this project so that we can stay on schedule and complete our design. • The Taxi Voucher Program was discussed. This program continues to grow. At a future meeting, staff will present to the Commission a budget analysis of this program. This budget analysis was performed to determine if steps need to be taken to increase the budget or adjust the level of service. Also of note, the Senior Center is now offering 700 rides/month which is over the 600 projection. • Bob Goebel informed the Commission that the Fleet Services Manager position was filled with Paul Colell and now we have the opportunity to fill Paul's previous position as Fleet Support Technician. Fleet also hired a new Fleet Technician, Eric Dena, who took Rian Snowbarger's place.
Council Comments – Joe Procopio		None
Commission/Staff Comments/ Concerns		<ul style="list-style-type: none"> • Chair Jo Beth McFadden wanted to remind the Commission that per the Public Works Commission bylaws, Commission members are only allowed to be absent from meetings three times per year other than emergency, medical or military leave. Also, please notify both Jo Beth and Linda if you cannot make the meeting so we can be aware if there is going to be enough Commission members to have a quorum. Current contact information will be sent out to the Commission via email.

		<ul style="list-style-type: none"> • Bob Goebel wanted to thank the members of the Commission who attended the Operations Demo last week. The Commission commented that it was very informative and they were pleased with all the presentations that were given – staff was very professional and you could tell that the employees really take pride in their work. • The Commission would like to request a presentation on pedestrian crosswalks; what is the Town's policy, what is the State law, what are the costs involved in upgrading the signals to notify drivers of a pedestrian crossing, where are crosswalks painted vs. not painted, etc. Staff will prepare a presentation for a future meeting. For now, Linda will provide staff with the current policy for the Commission to review. • Commission discussed next month's meeting being on July 2 since it is the week of July 4. Staff wanted to make sure that there would be a quorum present for this meeting; otherwise, it would be rescheduled to July 9. The Commission had no problem with having the meeting on July 2. • Commissioner Bob Washburn voiced his concern regarding the Founders Parkway signals that adjoin the Town's streets. In trying to turn left, you can't because the signal is red even when green for those coming towards you. Bob Watts stated that it should be a dual entry system allowing green for both directions but sometimes signals are configured so that if it doesn't detect a vehicle, it doesn't give a green light. This allows for a shorter cycle and allows the busier street a faster turnaround time. Bob Watts will mention this to CDOT to see if there is something that can be done. CDOT has been very good with working with us.
		<ul style="list-style-type: none"> • There being no further business, the meeting was adjourned. Next meeting July 2.