

**HIGHWAY ADVISORY COMMISSION
MINUTES
AUGUST 19, 2009**

MEMBERS PRESENT: Regular Members: Brian L.A. Wess, Tom Rogers, Kitty Clemens, Maria Jindra, Jim Null, Scott Turner, Matt Durham Associate Members: Nolan Carroll (appointed as voting member for 8/19/09 meeting)

MEMBERS ABSENT: Jeremy Milliman (reg. member, excused), Steve Meyer (reg. member, excused), Tim Newman (assoc. member, excused), Steve Hicks (assoc. member, excused).

OTHERS PRESENT:

Tim Wolken, Director of Public Services; Dennis Barron; Chuck McCulloh, Highway Manager; Praim Mangar, Fleet Manager; Bob Popovich, Acting Customer Services Supervisor; Pamela Podhirny, Office Manager, Carl McClellan, Survey and Inspection Manager; Cynde Greenwood, Administrative Technician.

1. CALL TO ORDER:

Tom Rogers called the meeting to order at 9:05 AM.

2. APPROVAL OF MEETING MINUTES:

Jim Null moved that the minutes be accepted as presented. Maria Jindra seconded the motion. The motion passed unanimously.

3. COMMISSIONER / CITIZEN COMMENTS (ON ITEMS NOT ON THE AGENDA):

- Scott Turner stated that the Citizen's Budget Oversight Committee (CBOC) presented their recommendations to the Board of County Commissioners (BoCC) last week. Transportation and Fleet needs ranked toward the top of their list of priorities.
- Tim Wolken stated that a pay increase of 2.5% is being considered for County employees for the 2010 County Budget.

(Brian L.A. Wess arrived at 9:08 A.M.)

4. PRESENTATIONS / ACTION ITEMS:

- A. Fleet Division Presentation: Praim Mangar presented information regarding the Fleet Division operations. The presentation included discussion of various costs for running the division, as well as an overview of the Fleet budget, capital replacement program and a needs justification for an equipment replacement program.

(Kitty Clemens arrived at 9:12 A.M.)

5. STAFF REPORTS:

- A. Administration: Tim Wolken addressed the following:
- Mr. Wolken discussed the upcoming "Work Session on Wheels." It is scheduled for Wednesday, August 26th.
 - Staff is in the process of soliciting bids from design firms for the Berridge Bridge replacement project. Highway Advisory Commission members were asked for two members who would be willing to serve on the selection committee. Nolan Carroll and Tom Rogers volunteered their services. Proposals are due by September 3rd, and the review committee should receive those proposals the week of September 7th.

- Mr. Wolken presented a copy of an email response to Butch Enderle regarding the condition of Elbert Road and the Transportation Division's Pavement Management Program.
- B. Customer Service:** Bob Popovich presented statistics regarding customer service requests through August 11th. Calls for signs and signals, patching and potholes, and grader work continue to be the top three areas requested. He also reviewed customer service survey card data collected. Mr. Popovich stated that he is in discussion with County Information Technology Division regarding the tracking of service request statistics by County Commissioner Districts.
- C. Highway Division:** Chuck McCulloh presented an overview of highway division projects. Myers Road is still underway; chip sealing is scheduled for tomorrow and next Monday. Several graveling projects have been completed, and the preparation is completed for other graveling projects. Asphalt prep for PPRTA Overlay projects is ongoing, and the chip and seal road program will continue through August.

Mr. Wolken stated that careful consideration needs to be given when deciding whether to do major projects in-house, or whether to contract them out. Projects utilizing County staff result in other projects and regular maintenance being delayed, as has been the case this year.

Brian Wess requested that Mr. Wolken present a brief overview of Transportation staffing trends at next month's meeting. Discussion followed regarding the reduction of County staff and increase of miles of roadway maintained.

- D. Engineering / Capital Programs:** Dennis Barron presented the following:
- A summary of the 2009 program budget, broken down by project.
 - **South Academy Blvd:** Lawrence Construction mobilized July 6th. CSU is in the process of relocating utilities. A cost share agreement with CSU for water line relocation is under review by the county attorney.
 - **Marksheffel Rd / PPRTA:** Six of 29 total parcels have been acquired. Some issues exist regarding parcels subject to Banning Lewis Ranch annexation. Utility relocation needs have increased property impacts beyond what Constitution Heights Metro District had discussed with property owners previously on some of the parcels – this may result in purchase rather than donation on parts of some parcels. Construction still targeted for 2010 / 2011.
 - **Bennett/Blue Gill Drainage Channel Improvements:** Project combined with CDOT Bridge Project SH24; CDOT will oversee construction, County will hold permits for County improvements.
 - **Hodgen Road:** Target dates include:
 - Nov 2009: property acquisition
 - Dec 2009: final plans and specifications for bid
 - Jan 2010: advertisement for construction
 - Mar 2010 – Aug 2011: construction
 - **County Line Road:** Reconstructing the steep grade of the project has been eliminated due to cost. Project improvements will include adding shoulders, reconfiguring the horizontal and vertical profiles in the area just west of Furrow Rd, and realigning the intersection at Furrow Rd including providing turn lanes to accommodate future traffic needs. Coordination is ongoing with Douglas County Department of Public Works.

6. ADJOURN: Tom Rogers moved that the meeting be adjourned; Scott Turner seconded the motion. The motion passed unanimously. The meeting was adjourned at 11:10 A.M.

7. NEXT MEETING: The next meeting is scheduled for Wednesday, September 16, 2009 at 9:00 A.M.
in the Main Conference Room

Respectfully Submitted,
Cynde Greenwood, Administrative Technician