



CIP Advisory Committee

Minutes
March 12, 2009

Meeting Summary

The meeting was called to order at 6:40 p.m. The primary items on the agenda for this meeting are to review a two recently received CASHH grant application, a CIP Citizen Project Request and to discuss the newly adopted sound wall policy.

Roll Call

Present: Bill Bates, Thomas Reid, Sam Taylor, Jennifer Krieger, Robert Manzanares, and Kevin Skattum. Leo Miller was unable to attend.

Others in attendance: Staff members present were Katie Allen, CIP Division Manager, and Eileen Albrecht, CIP Administrative Assistant.

Minutes

The June 16, 2008, meeting minutes were approved without change.

Discussion of CASHH Grant Applications

The following Two CASHH grant requests have been received. Staff explained that the funding for the grant program has been put on hold. The applicants were notified that the funding was on hold. The committee agreed to review the projects so that they can be funded once the hold has been released by City Council.

Aspen Creek Beautification Committee

Staff received a CASHH grant application from the Aspen Creek neighborhood. The neighborhood has requested a \$2,500 to add some trees and native grasses along Aspen Creek Drive. The area is adjacent to an open space area, and is maintained by the HOA. Staff forwarded the application to the Parks Services staff and the Open Space and Trails Advisory Committee (OSTAC) for comments prior to the meeting. Parks staff members were fine with the request and OSTAC was had some recommendations to the neighborhood as to the kinds of grasses that were planted.

The committee discussed whether or not the pricing in the grant request seemed high. Staff explained that the applicant is only paid 50% of the grant up front and has to submit receipts in order to be reimbursed for the balance. If the receipts are out of line (i.e. include labor costs, non-approved material, etc.) the balance of the grant is not awarded. Committee members determined that the numbers in the application were probably just estimated on the application.

The committee would like to recommend that grant recipients try to purchase items from Broomfield businesses where possible. Also, they would like to recommend the use of the free mulch from Eco-Cycle. Staff agreed to forward those recommendations to the applicants.

Committee members asked staff to create an exhibit to the agreement for the HOA to sign or initial. The exhibit will verify that the HOA concurs with the irrigation changes, understands that adjacent homeowners' views may be impeded by the adult trees, and agrees to the additional maintenance required. This exhibit can be modified and used for all agreements when a grant is being proposed on land maintained by an HOA. Staff agreed and will create the additional exhibit.

Action: The grant was approved unanimously and will be funded once the budget is released.

Greenway Park HOA

This request is a continuation of a 2008 grant project. The request for \$2,500 fir tree planting and landscape upgrades for three islands within the community. The portion of the grant for the tree planting (\$989) was approved and the tree planting day was successfully completed in the spring of 2008. The landscaping portion was not approved as a landscaping plan was not submitted with the application.

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The neighborhood submitted a landscaping plan for the three islands on March 2, 2009. The committee was very pleased with the plan that was submitted.

Action: The \$1,511 landscaping portion of the grant was approved unanimously and will be funded once the budget is released.

Discussion and Approval/Disapproval of the CIP Citizen Project Requests

The following CIP Citizen Project Request was received by staff for the committee to review.

Drainage Improvement for East 18th Avenue and Cottonwood St

A resident in the area of East 18th Avenue and Cottonwood Street has requested additional storm inlets be installed in the area as water does not drain. The standing water creates possible health issues for the residents in the area.

Katie presented the project request and explained that a storm drain would need to be installed in East 18th Avenue to direct water towards Sheridan, since the cross pans just aren't working. Then inlets would be added at each intersection. There are problems with standing water at most of the other intersections along East 18th Avenue.

If the committee approves the request, it will go into the CIP plan and be coordinated with other street work in the future. One committee member felt that the amount of standing water appeared minimal and didn't feel that the project was warranted.

Action: The committee voted 5 to 1 in favor of the project.

Discussion of Sound Wall program

Committee members were emailed copies of the February 24, 2009, City Council memo regarding the approved sound wall policy. Katie discussed the background of the program and explained that the city will not guarantee any sound reduction if the walls are installed.

The program requires that interested neighborhoods must submit an application and petition by May 15th each year. Once received, the applications will be reviewed by the CIP Committee to ensure that they meet the requirements. The neighborhoods are required to repay the City 50% of the cost so a special tax district or an assessment district will need to be formed.

CIP Staff pre-qualified Great Wall Systems as the installer for the sound walls. This pre-qualification process will allow the city to hire Great Wall Systems for sound wall construction for four years without the delay of the bid process.

Committee members asked if new subdivisions would be required to follow stricter standards (i.e. no wooden privacy perimeter fencing.) Katie stated that she is unaware of any new Planning/Zoning codes for privacy fencing, but believes that new residential developments in PUD areas are being encouraged to use other materials and larger setbacks from arterial roadways by the Planning Department.

Some discussion arose over utility conflicts in the areas where sound walls are requested. For example, if a power line needed to be moved before the wall can be constructed. Katie explained that if the Utility portion of the project is too expensive (as it would be if undergrounding was required), then the utility work would have to go into the budget as a separate CIP Request and be budgeted and approved in a future year. Once completed, the sound wall could move forward.

Other committee business

Schedule next meeting date

Staff will contact committee members to meet to review sound wall requests shortly after the May 15th deadline. The meeting day preference is Monday evenings.

Adjournment

The meeting was adjourned at 8:14 p.m.

Approval

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Minutes Prepared by Eileen Albrecht

Approved by: Committee – 6/1/09 no changes