



TOWN OF AVON, COLORADO
WORK SESSION MEETING FOR TUESDAY, DECEMBER 13, 2011
MEETING BEGINS AT 3:30 PM
 AVON TOWN HALL, ONE LAKE STREET

PRESIDING OFFICIALS

MAYOR	RICH CARROLL
MAYOR PRO TEM	KRISTI FERRARO
COUNCILORS	DAVE DANTAS, CHRIS EVANS, TODD GOULDING
	AMY PHILLIPS, ALBERT "BUZ" REYNOLDS, JR.
	REV

TOWN STAFF

TOWN ATTORNEY: ERIC HEIL	TOWN MANAGER: LARRY BROOKS	TOWN CLERK: PATTY MCKENNY
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ALL WORK SESSION MEETINGS ARE OPEN TO THE PUBLIC EXCEPT EXECUTIVE SESSIONS
 COMMENTS FROM THE PUBLIC ARE WELCOME; PLEASE TELL THE MAYOR YOU WOULD LIKE TO SPEAK UNDER NO. 2 BELOW
 ESTIMATED TIMES ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY, SUBJECT TO CHANGE WITHOUT NOTICE
 PLEASE VIEW AVON'S WEBSITE, [HTTP://WWW.AVON.ORG](http://www.avon.org), FOR MEETING AGENDAS AND MEETING MATERIALS
 AGENDAS ARE POSTED AT AVON TOWN HALL AND RECREATION CENTER, ALPINE BANK, AND AVON LIBRARY
 THE AVON TOWN COUNCIL MEETS ON THE SECOND AND FOURTH TUESDAYS OF EVERY MONTH

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|--------------------------|--|
| 3:30 PM – 4:15 PM | 1. EXECUTIVE SESSION <ul style="list-style-type: none"> a. Meet with Town Attorney for the purpose of receiving legal advice to specific legal questions pursuant to Colorado Revised Statute §24-6-402(4)(b) regarding Eagle County School District public records request b. Meet with Town Attorney for the purpose of receiving legal advice to specific legal questions pursuant to Colorado Revised Statute §24-6-402(4)(b) regarding federal grant funding requirements for Swift Gulch Transit Project c. Meet with Town Attorney for the purpose of receiving legal advice to specific legal questions pursuant to Colorado Revised Statute §24-6-402(4)(b) regarding Town Code of Ethics |
| 4:15 PM | 2. INQUIRY OF THE PUBLIC FOR COMMENT AND APPROVAL OF AGENDA |
| 4:15 PM – 4:30 PM | 3. COUNCIL & STAFF UPDATES <ul style="list-style-type: none"> a. Open Space Advisory Committee Update <i>(Rich Carroll, Mayor)</i> b. "Skier Express" Transit Services Implementation Plan Update <i>(Jenny Strehler, Director PW&T)</i> Update on implementation progress of skier shuttle transit service c. Metcalf Drainage Project Update <i>(Jeff Schneider, Project Engineer)</i> Update on re-scoping the project due to the elimination of the bicycle climbing line in the revised 2012 CIP Budget/ Memo only |
| 4:30 PM – 5:15 PM | 4. TOWN OF AVON PUBLIC WORKS FACILITY RELOCATION, LOT 5 VILLAGE (AT AVON) FILING 1 <i>(Justin Hildreth, Town Engineer, Jenny Strehler, Director PW&T)</i> Review description of scope, schedule and budget for Lot 5 improvements |
| 5:15 PM | 5. ADJOURNMENT |



Memo

To: The Honorable Mayor and Town Council
Through: Larry Brooks, Town Manager
Approved by: Patty McKenney, Assistant Town Manager
From: Jennifer Strehler, P.E., Director of Public Works and Transportation
Date: December 13, 2011
Re: Ski Season Transit Service Implementation Plan

Two handwritten signatures are present. The top signature is in blue ink and appears to be "P. McKenney". The bottom signature is in black ink and appears to be "J. Strehler".

Summary

The Town is in the process of implementing a new transit bus service plan for the 2011-2012 ski season. This memo offers a status update on the implementation process.

Previous Related Actions

November 23, 2011 – The Town Council approved an agreement with BCRC regarding ski season bus service for the 2011-12 season.

December 5, 2011 – BCRC signed and returned the agreement.

Background

A draft agreement for transit services between Avon and Beaver Creek was provided by Avon Town staff to BCRC in May 2011. The final agreement was approved by the Town Council on November 22, 2011 and by BCRC on December 5, 2011. Ski season opening day was November 23, 2011. Given the late date by which the transit service details were decided, language was incorporated by the Town Council into the final service contract to acknowledge the need for some time to implement the new bus services; a 22-day period was allowed to provide time for Avon to hire and train new bus drivers. All contracted bus services are required by the agreement to be in place by December 15, 2011.

TABLE 1. CONTRACTED SERVICE LEVEL 11/23/2011-4/15/2012

Skier Shuttle: 8:00AM-11AM and 2:30-5:30PM Daily. Total maximum of 1,410 service hours. 1 bus in the loop to operate on a 30 minute interval during these times and, starting no later than December 15, 2 buses in loop during peak 2-hour download period (15 minute interval).

Restaurant Shuttle: 6:00 p.m. to 10:00 p.m. Daily during December 17-April 1. Total maximum of 530 service hours. 1 bus in the loop to operate on a 30 minute interval.

Extra service from Avon Transit available on request (e.g., to support special events).

Discussion

One day after the contract with BCRC was approved by the Avon Town Council, Avon Transit staff prepared a bus route map and new "interim" bus schedule. This information was posted to the Town's web site on November 23. This same day, the schedule was also printed and hand delivered by staff to all of the lodges in Avon, Beaver Creek, and Bachelor Gulch, to ECO Transit, and to the Vail Transportation Center. This interim schedule provides for consistent service between Avon's core area and Beaver Creek and is summarized as follows:

TABLE 2. CURRENT ("INTERIM") SCHEDULE 11/23/2011-12/14/2011

Town Black Route: 6:30AM-6:30PM Daily, year-round. Route includes Town Core, Eaglebend Drive, West Beaver Creek Blvd, with stops at the Elk Lot and Avon Station to connect riders to the BCRC parking lot system and ECO Transit. One bus in route on a 30 minute frequency.

Skier Shuttle: 8:00AM-11AM and 2:30-5:30PM Daily. 1 bus in the loop to operate on a 30 minute interval during these times.

Avon Transit is in the process of hiring and training new drivers. Once fully staffed, the schedule will be updated on the web site and in printed information which will be re-distributed to the lodges, ECO Transit, and to other centralized information points. **The final schedule will provide a higher level of service than both the interim service plan and the agreement with BCRC requires.** For example, Avon Transit will fill the mid-day gap (during 11am-2:30pm) and will provide for an extra bus during upload as well as download. The fully implemented service plan schedule is as follows:

TABLE 3. CORE SEASON SCHEDULE 12/15/2011-4/15/2011

Town Black Route: Same route location and frequency as listed above.

Skier Shuttle: 8AM-5:30PM Daily 2 buses in loop during peak 2-hour upload and download period (15 minute interval) otherwise 1 bus in the loop operating on a 30 minute interval

Restaurant Shuttle: 6:00 p.m. to 10:00 p.m. Daily. 1 bus in the loop to operate on a 30 minute interval. *****starts Saturday December 17th***.**

Rider feedback on the new, direct service to Beaver Creek has generally been very positive. The bus drivers have reported receiving many verbal compliments from lodging guests. The only issues thus far were associated with the limited number of bus drivers during the Birds of Prey weekend. Rider demand exceeded Avon Transit's available capacity on December 3rd and 4th. These dates were very busy in Beaver Creek, with parking demands overflowing to US6 and the Rodeo Lot. Event staff, volunteers, spectators, and guest skiers and snowboarders comprised the higher transit demand. Insufficient bus drivers were available that weekend due to the delay in contract approval and necessary time for hiring and training. However, hiring and training is proceeding smoothly and once the new schedule goes into effect on December 15th, staff anticipates that Avon Transit will be able to

fully satisfy demand. Avon Transit will continue to work with BCRC to anticipate peak bumps in rider volume associated with the holidays and with future special events on the mountain.

It is worth noting that Avon Transit has met or exceeded the contractual requirements with BCRC since the start of ski season. Extra services provided thus far include:

- Extended hours from 5:30pm to 7pm for the Skier Shuttle on November 25 for BCRC's "tree lighting ceremony", including provision of round-trip paratransit service.
- Extra buses provided for about 3 hours on the afternoon of Saturday December 3rd to respond to high volumes for the men's Birds of Prey races.
- Extra buses provided for about 4 hours on the afternoon of Sunday December 4th to respond to high volumes for the men's Birds of Prey races.
- Extra buses provided for about 6 hours on Wednesday December 7th to support the women's SG event.

Financial Implications

Funding for the level of transit service as shown in Table 3 has been provided for in the budget schedule for action by the Avon Town Council on December 13, 2011. This budget includes \$78,000 from BCRC for the mutually beneficial bus service. Some re-allocation of shoulder season transit service hours is planned to provide financial agility to allow Avon Transit staff meet fluctuating ski season demands. Also to accommodate the increased service level, the FY2012 budget cut funds normally saved each year by the Town for bus fleet replacement. This cut, although not sustainable for multiple years, is a short-term measure which is appropriate for two reasons. First, the bus fleet age has dropped with the recent addition of 2 buses in 2009, 1 bus in 2011, and 1 more scheduled for delivery in 2012. Secondly, the new *Bus Storage and Maintenance Building* should be in place by May 2013 which will extend the longevity of the existing fleet by about 20%.

Town Manager Comments



Exhibit 1 – Winter 2011-12 Bus route map

Exhibit 2 – Winter 2011-12 Interim Bus Schedule

EXHIBIT 1. AVON TRANSIT "INTERIM" BUS SCHEDULE



AVON WINTER BUS SCHEDULE

November 27, 2011 - December 15, 2012

BLACK LINE	
Daily Service	
6:30 a.m. to 6:28 p.m.	
Avon Crossing	:30 :00
Eaglebend North	:31 :01
Stonebridge Dr.	:33 :03
Eaglebend West	:35 :05
BC Elk Lot	:38 :08
River Edge	:40 :10
Westgate Plaza	:42 :12
The Aspens	:43 :13
West BC Blvd.	Req. Req.
Sheraton Mt. Vista	:45 :15
Avon Station	:47 :17
Christy Sports	:49 :19
City Market	:50 :20
Christie Lodge	:51 :21
Cornfort Inn	:54 :24
Lake Street	:56 :26
Avon Station	:58 :28
Avon Crossing	:00 :30

Times shown are after the hour

A.M. SKIER EXPRESS	
30 Minute Service	
8:00 a.m. to 11:30 a.m.	
Christie Lodge	:00 :30
Comfort Inn	:03 :33
Lake Street	:05 :35
Avon Station	:06 :36
Beaver Elk Lot	:10 :40
Beaver Creek Village	:17 :47
City Market	:27 :57
Chapel Square	:28 :58
Christie Lodge	:30 :00

Times shown are after the hour

P.M. SKIER EXPRESS	
30 Minute Service	
2:30 p.m. to 5:30 p.m.	
BC Village	:30 :00
Christy Sports	:41 :11
City Market	:42 :12
Chapel Square	:43 :13
Christie Lodge	:45 :15
Comfort Inn	:47 :17
Lake Street	:48 :18
Avon Station	:49 :19
BC Village	:00 :30



Ski racks are provided for your convenience. Use them at your own risk. Avon Transit is not responsible for any damage or loss of property.



Town of Avon buses are ADA accessible.



Town of Avon buses are equipped with cameras for security purposes.



Helpful Hints:

- *Buses will only stop at designated bus stops.
- *If you lose an item on the bus, call us @970-748-4120
- *Service animals are welcome; pets are not allowed on Town of Avon buses.
- *Please be at the bus stop 5 minutes early.

Visit our web site @ www.avon.org and click on transit for further information and route maps.

Memo

To: Honorable Mayor and Town Council
Thru: Larry Brooks, Town Manager
Approved by: Sally Vecchio, Assistant Town Manager
From: Justin Hildreth, P.E., Town Engineer
Jeffrey Schneider, P.E., Project Engineer
Date: December 6, 2011
Re: Staff Update – Metcalf Road Widening and Drainage Project (Memo Only)

Initials

SD
AS
JH
JS

Summary: At the previous council meeting, Mayor Rich Carroll requested that the Metcalf Drainage project be re-examined to find some safety improvements for cyclists despite the elimination of the Metcalf Climbing Lane project in the draft 2012 CIP. Staff has examined the remaining project budget for the drainage improvements in conjunction with the bid prices received from Gould Construction and the commitments made to date, and is prepared to deliver a re-scoped project.

Previous Council Action: The following is a list of previous Council actions related to the Metcalf Gulch Drainage and Metcalf Road climbing lane project:

- November 23, 2010 – Town Council adopted Resolution 10-25 which adopted the 2011 Capital budget
- June 28, 2011 – Town Council approved the construction contract with Gould Construction for the Metcalf Road Widening and Drainage Improvements project
- November 22, 2011 – Revisions to the CIP Budget were presented to Town Council, at which time it was requested that the project be re-scoped

Also note that an easement required for the construction of the drainage improvements is also under consideration at this meeting.

Discussion: The Metcalf Road Widening and Drainage Improvements project was originally scheduled in 2011 but was delayed due to unexpectedly lengthy easement negotiations. In the meantime, the project was advertised, bid, and awarded to Gould Construction. As easement negotiations progressed, Staff was hopeful to perform the project in the fall of 2011 and therefore procured pipe material. The material is currently staged at Lot 5, Village at Avon Filing 1.

At the November 22, 2011 Town Council meeting, a revision to the Long Range CIP was presented to Town Council which removed the \$750,000 CIP item from the project, and removed the planned widening and overlay of Metcalf Road, which was to include a bicycle climbing lane. Staff was tasked with re-programming the available funds and taking into account the pipe materials already purchased, to determine if any residual bicycle safety improvements could be provided within the reduced budget.

The project, as originally conceived, combined water fund revenues of \$800,000 to fund the drainage portion of the project and \$750,000 in CIP funds for the roadway widening portion. The original project scope involved demolition of existing pavement and drainage improvements, installation of new driveway culverts for the roadway ditch, installation of large drainage culverts for Metcalf Gulch, a widened road bed, new asphalt overlay from Nottingham Road to Wildwood Road, and new striping including a four-foot wide bicycle climbing lane.

Analysis of the bid prices and the scope of the drainage improvements led to the new project's scope consisting of installation of the large drainage pipes and the associated concrete structures, and installation of driveway culverts in the area of the 's-curve,' located approximately in the area of the Holy Cross energy substation on Metcalf Road. The installation of the culverts and drainage structures in this area will require a full road reconstruction. In the area of disturbance, the project will be amended to include the roadway widening. The result will be approximately 700 linear feet of widened roadway with a bicycle lane and sufficient drainage improvements to convey a large storm event through Metcalf Gulch without impacting property. The area in question is probably the highest priority due to the roadway curves and decreased sight distance. A small redesign fee will be incurred to bring the plans into compliance with the reduced scope, and Staff will enter into negotiations with Gould Construction in the spring to secure updated pricing for the remaining work, and a subsequent project update will be presented to Town Council at that time. If Staff cannot reach an acceptable price with Gould Construction, the project will be re-bid. Since Metcalf Gulch has been flowing year-round, the work is anticipated to occur in the September-October 2012 timeframe when flows are lowest and the risk of monsoonal rain showers are minimized.

Financial Implications: The combined 2011 and 2012 project budget for the Metcalf drainage improvements totals \$800,000, funded by a transfer from the Water Fund to the CIP fund. Pipe procurement and other mobilization costs incurred by the contractor total approximately \$140,000, leaving approximately \$660,000 for installation of pipe, construction of concrete structures, utilities, grading, erosion control, and roadway widening and reconstruction. A revised project budget is shown in Table 1 below. Note that the exact extent of the roadway widening/safety improvements will be determined during negotiations with the Contractor and that every effort will be made to add safety improvements within the reduced budget.

Table 1: Revised Project Budget

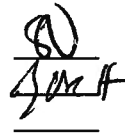
<u>Line Item</u>	<u>Amount</u>
Construction expenditures to date	\$140,000
Design/Design Support during Construction	\$10,000
Easement Acquisition	\$20,000
Mobilization	\$60,000
Survey/Staking	\$10,000
Demolition	\$20,000
Earthwork	\$90,000
Roadway	\$175,000
Utilities	\$200,000
Erosion Control	\$75,000
Total	\$800,000

Town Manager Comments:



Memo

To: Honorable Mayor and Town Council
Thru: Larry Brooks, Town Manager
Approved by: Sally Vecchio, Assistant Town Manager
From: Justin Hildreth, P.E., Town Engineer
Jennifer Strehler, P.E., Director of Public Works and Transportation
Date: December 7, 2011
Re: Town of Avon Public Works Facility Relocation, Lot 5 Village (at Avon) Filing 1

Initials


Summary: This memorandum is to update Town Council on the relocation of Public Works facilities and operations from the current site at 500 Swift Gulch Road to the future Public Works site located on Lot 5, Village at Avon (VAA) Filing 1 (375 Yoder Avenue). Relocation to Lot 5 is required by April, 2012 in order to start construction of *I-70 Regional Transportation Operations Facility Project* at Swift Gulch and to provide sufficient public works capacity to meet current and future needs.

Discussion: Lot 5 was dedicated to the Town in 1998 as part of the VAA Annexation and Development Agreement. It was zoned specifically for public works operations. This was done to support growth in the VAA so that maintenance functions could be provided efficiently from a site in close proximity to the new development. Public works services to VAA are dispatched out of Swift Gulch and the Parks Garage in Nottingham Park. The plan is to consolidate Road and Bridge and Parks divisional staff dispatch points to Lot 5. This relocation plan is consistent with the construction schedule for the *I-70 Regional Transportation Operations Facility Project*, scheduled to break ground in April 2012. Relocation of Public Works facilities to Lot 5 is essential to free up the Swift Gulch site for Transit-only functions in compliance with the financial plan defined in the FTA and CDOT grant documents.

The proposed improvements to Lot 5 consist of relocating the existing modular office facility and accessory structures from Swift Gulch such as storage sheds, and construction of a large vehicle wash, additional asphalt paving for large equipment parking circulation area, bulk material storage areas, fencing, and utility and landscaping. The Public Works facility received final design review approval from the Village at (Avon) Design Review Board on September 27, 2011.

Recently, Town Council requested that Staff examine the feasibility of keeping all existing Public Works facilities, equipment, materials, and staff on the Swift Gulch site and postpone the relocation plan to Lot 5. This assessment was first performed in 2009, but was re-evaluated recently by Town engineering staff with assistance from the Swift Gulch design team and general contractor. Information showing the space allocation, cost details, and site usage will be presented during the work session. Conclusions from this feasibility analysis are summarized below:

- It is approximately three times more expensive to retain Public Works at Swift Gulch (\$1,532,460) than it is to relocate to Lot 5 (\$552,740) because of the high cost of creating developable land which involves constructing large retaining walls and export of soil at Swift Gulch compared to the flat build-ready site at Lot 5.
- Retaining Public Works at Swift Gulch will not provide the same increased capacity as relocation to Lot 5, and would not meet either existing or future needs; additional land would still be needed elsewhere.

- Approximately 50% of the costs associated with Lot 5 site improvements are VAA-DRB requirements that would apply for any Town-intended purpose or use. The cost to relocate the existing portable building is the same whether the building is moved to Lot 5 or moved north on the Swift Gulch site.
- The cost to relocate Public Works to Lot 5 was planned as part of the 2010 bond refinancing; budget is still available and is included in the CIP for this purpose.

Return on Investment: This project is 80% funded by grants from the Federal Transit Administration and the State of Colorado. Staff estimates that the Town's local cash investment will be recovered within approximately 5 years as a result of future lease revenues from outside parties (e.g. ECO Transit), extended fleet life of Avon's buses due to indoor storage, and by avoiding the need to pay fully for other facility repairs needed today. This project is in final design now and grant funds have already been expended. Construction is expected to take approximately 16-18 months and will generate about 300 jobs. The resulting facility will be shared with ECO Transit, which has been an active participant in the design of the facility and the application of the grants.

Town Manager Comments: