

**HIGHWAY ADVISORY COMMISSION  
MEETING MINUTES  
February 28, 2022**

**MEMBERS PRESENT:** Richard Robertson, Tom Vierzba, Derrick Harper, Larry Tobias, Joe Kneib, Jean Meinzer, David Zelenok, Ed Houle, Dan Ferguson

**MEMBERS ABSENT:** Andrea Baker

**OTHERS PRESENT:** Commissioner Williams (EPC BoCC), Jack Ladley (EPC DPW). Joshua Palmer (EPC DPW), Troy Wiitala (EPC DPW), Jana Nemeckova (EPC DPW), Victoria Chavez (EPC DPW), Christian Wright (EPC IT),

**1. CALL MEETING TO ORDER**

Chair Tobias called the meeting to order at 13:03

**2. PLEDGE OF ALLEGIANCE**

**3. ABSENCES**

**Andrea Baker – 4<sup>th</sup> Unexcused**

**4. MEETING MINUTES**

**MOTION (Mr. Vierzba/Mr. Robertson)** to approve minutes of the January 24, 2022 meeting. **MOTION TO APPROVE CARRIED UNANIMOUSLY.**

**5. COMMISSIONER/CITIZEN COMMENTS / HAC MEMBERS**

- Commissioner Williams informed all about the additional \$10 million Federal funds that EPC DPW shall be receiving. More details to come.

**6. STAFF REPORTS**

**A. ADMINISTRATION**

**Jack Ladley, (Deputy Director, Department of Public Works)**

- Mr. Ladley presented DRAFT Strategic Plan, that DPW has been working on and promised to share the final version when available. Discussion followed and questions were answered. Mr. Ladley invited HAC members to join DPW's Strategic Plan meeting anytime. The meeting is held on Wednesdays starting at 10 a.m. at DPW.

## **B. MAINTENANCE PROGRAM/LIST 2022**

**Joshua Palmer (Assistant County Engineer, Department of Public Works)**

- EPC Highway System

- Paved Roads – 1,157 centerline miles
- Gravel Roads – 1,052 centerline miles
- Total Highway System – 2,214 centerline miles

- Planning Process for Paving List

- Start with a \$10 million fiscal constraint
- Committee reviews road segments and removes segments as necessary
- Proposed capital projects
- Proposed development
- Proposed utilities
- Committee creates logical segments, adding and removing segments as necessary
- Inspect roads to verify rehabilitation, adding and removing as necessary
- Select the most cost-effective roads within the budget, typically around \$4-5 million
- Finalize Draft List
- Highway Advisory Commission review and endorsement
- Board of County Commissioner's resolution

- 2020 Annual Maintenance Program

- Gravel 49.19 centerline miles
- Pavement 17.45 centerline miles
- Chip Seal 29.88 centerline miles

**MOTION (Mr. Zelenok/Mr. Robertson) to approve the 2022 Maintenance List,  
MOTION TO APPROVE CARRIED UNANIMOUSLY.**

## **C. TRAFFIC ROAD IMPACT FEE UPDATE**

**Victoria Chavez (Principal Transportation Planner, Department of Public Works)**

**What is an Impact Fee?**

- Impact fees are one-time payments required of a new development to provide new development to provide new or expanded public capital facilities needed to serve the impact from the new development. Based on CO Revised Statute 29-204.5
- Impact fees do NOT apply to existing homes and uses that do not add structures that generate trips

- Impact fees are related to an adopted calculation and methodology which ties the fee to the measurable impact of the development
- Impact fees do not provide funding for the County to operate or maintain roads. The funds are all held in accounts that are completely separate from County funds.
- More predictable, saves time and levels playing field for all landowners who develop

#### **Program Build on Choice**

- This program is unique due to the array of choices for the developer
- Payment Choices
  - PID allows payment over time
  - Two PID options of 5 or 10 mills
  - Can pay full fee to lock in the price – at final plat or building permit
  - Other payment mechanism allowed
- Options with how to use credits
  - To pay future fees
  - To trade or sell to someone else
  - Wait for reimbursement
- NO other jurisdiction provides these choices

#### **Consensus Building and Public Policy**

- In 2018, County staff and a developer were invited to present how the County, HBA and groups of developers came to agreement on the fee amount, process and the use of Public Improvement Districts
- In 2014, the Fee Program won an APWA Award for Innovation in Public Administration

### **7. AGENDA TOPICS FOR THE NEXT MEETING**

NONE

### **8. ADJOURNMENT**

**MOTION (Mr. Robertson/Mr. Vierzba) to adjourn meeting. MOTION TO APPROVE CARRIED UNANIMOUSLY**

**This meeting was adjourned at 14:38**

**The next HAC meeting will be on April 18, 2022, at 9 a.m. at  
2880 International Cir, Colorado Springs**

Respectfully submitted,

**Jana Nemeckova**

Executive Assistant to the County Engineer / Board Liaison – Department of Public Works