



Colorado Springs ♦ El Paso County ♦ Manitou Springs ♦ Green Mountain Falls ♦ Ramah

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**CITIZEN ADVISORY COMMITTEE**

Wednesday, June 4, 2014 – 1:30 p.m.

Pikes Peak Area Council of Governments Main Conference Room

**MEMBERS PRESENT**

**El Paso County HAC**

Mr. Reb Williams  
Mr. Steve Hicks  
Ms. Joan Lucia-Treese

**Citizen-at-Large Alternates**

Dr. James Null  
Ms. Ann DeVere  
Ms. Kit Roupe

**Colorado Springs CTAB**

Mr. Rick Hoover  
Mr. Jim Egbert

**Town of Green Mountain Falls**

Mr. Brian Wess

**Citizens-at-Large**

**Mr. Tom Harold, Chair**  
**Mr. Don Feigel, 1<sup>st</sup> Vice Chair**  
Mr. David Chestnutt  
Mr. Tom Rogers  
Mr. Jim Godfrey

**City of Manitou Springs**

Ms. Amy Filipiak  
Mr. Ray Ferguson

**Town of Ramah**

Ms. Cindy Tompkins  
Mr. Dennis Carpenter

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**MEMBERS ABSENT**

**Colorado Springs CTAB**

Mr. Steve Murray

**Citizen-at-Large Alternates**

**Brian Risley, 2<sup>nd</sup> Vice Chair**

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**OTHERS PRESENT**

Staff of Member Governments and Citizens

**PIKES PEAK RTA STAFF PRESENT**

Mr. Rick Sonnenburg, Program/Contracts Manager  
Ms. Beverly Majewski, Financial Manager

**1. Call to Order/Establish Voting Members**

Chair Tom Harold established a quorum, read the objectives of the Committee, and called the meeting to order at 1:40 p.m.

**2. Approval of the Agenda**

Mr. Don Feigel made a motion, seconded by Mr. Reb Williams, to approve the agenda as presented. The motion carried unanimously.

### **3. Public Comment Period for Items Not on the Agenda**

There were none.

### **4. Approval of Minutes from the May 7, 2014, Regular Meeting**

There was a motion by Mr. Jim Godfrey, seconded by Mr. Reb Williams, to approve the May 7, 2014, regular meeting minutes as presented. The motion carried unanimously.

### **5. Financial Reports**

#### **A. Monthly Financial Reports**

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, presented the financial reports. The PPRTA received \$6.5 million in March 2014 sales and use tax receipts, which was \$564,000 above the monthly budget. Year-to-date actual figures were \$1,317,586 above budget and 3.3% above the same period in 2013.

#### **B. BY 2014 Budget Amendment**

Ms. Majewski reviewed figures for the mid-year budget amendment, including additional net revenue, transit, maintenance, and capital allocations and requests by member governments. Member government representatives presented their proposed use of additional tax revenue.

*Mr. Tom Rogers arrived at the meeting at 2:32 p.m. Ms. Ann DeVere, who was in attendance, volunteered to not vote, since the attendance was 18 members, one member in excess of the limit of 17 voting members.*

There was a motion by Mr. Don Feigel, seconded by Mr. Jim Godfrey, to recommend that the Board approve the budget amendment as it was presented to the CAC. The motion carried on a 14-3 vote.

*The Committee took a ten-minute break at 2:48 p.m.*

### **6. 2014 Capital, Maintenance, and Public Transportation Contracts**

*Mr. Tom Harold resigned as Chair of the Citizen Advisory Committee and as a CAC member at this time during the meeting. First Vice Chair Don Feigel began chairing the meeting.*

#### **A. City of Colorado Springs**

Ms. Kathleen Krager, Transportation Manager, requested a recommendation for the following contract:

1) Am Signal, Maintenance (Citywide Safety/Traffic Ops): \$250,000.00 Not to Exceed

Mr. Jim Godfrey made a motion, seconded by Dr. Jim Null, to recommend that the Board of Directors approve the contract. The motion carried unanimously.

#### **B. City of Colorado Springs Parks, Recreation, and Cultural Services Capital Projects Funding Request**

Mr. Steve Bodette, City Parks and Recreation, presented a request for the CAC to recommend that the Board allocate funding to the City's Parks, Recreation, and Cultural Services Capital account which is needed to complete 5003 feet of various concrete trail sections along the Pikes Peak Greenway Trail System. Funds were also being requested to be utilized as match for a CDOT grant to further extend the concrete trail section along the Pikes Peak Greenway from I-25 to Cottonwood Creek.

Mr. Jim Egbert made a motion, seconded by Dr. Jim Null, to make a positive recommendation to the Board for the City's request. The motion carried with Mr. Don Feigel abstaining.

#### **C. El Paso County**

Mr. John Clack, County Engineering Staff, requested a recommendation for the following contract:

1) Kalco Express, Maintenance (Liquid Asphalt Transportation): \$65,000.00

Mr. Jim Egbert made a motion, seconded by Mr. Brian Wess, to recommend that the Board of Directors approve the contract. The motion carried unanimously.

## **7. Member Government and Other Reports**

### **A. City of Colorado Springs Transit Services Monthly Update**

Mr. Brian Vitulli, Transit Planning Supervisor, City of Colorado Springs, Mountain Metro Transit, presented the monthly report, including ridership statistics and an update on a new route improving service to the Citizens Services Center and establishing a foundation for future service to the Veterans clinic.

### **B. City of Colorado Springs Monthly Change Order/Property Acquisition Report**

This was an information item.

### **C. Quarterly Report from Member Governments**

This was an information item.

## **8. Administrative Actions and Reports**

### **A. Report of Recent Board Actions**

This was an information item.

### **B. Draft Amendment to CAC Bylaws**

The following specific wording for an amendment to the At Large Alternate Seniority system in the CAC Bylaws was presented for the Committee's review:

Page 3 - Paragraph 1: "...the CAC Chair shall use a monthly rotation list of At Large Alternate CAC members to determine which alternate member shall be seated in the voting seat(s)." Removal of the last sentence in the paragraph was also included as a recommendation.

Mr. Brian Wess made a motion, seconded by Mr. Reb Williams, to make a positive recommendation to the Board for the wording revision as presented above. The motion carried unanimously.

### **C. Draft Amendment to Board Policy #14: Project Signage**

A draft revision to Policy #14 regarding Project Signage was presented to the Committee for review:

Paragraph 3: Addition of the sentence "At the completion of a project, in conjunction with the word "completed" being added to the project signage, the wording "Promises Made/Promises Kept" shall be added to the signs in a method to be determined by each member government."

Ms. Kit Roupe made a motion, seconded by Ms. Joan Lucia-Treese, to make a positive recommendation to the Board for the revision to Policy #14 as presented. The motion carried unanimously.

### **D. PPRTA Capital Program Renewal Assumption for PPACG 2040 Plan**

Mr. Reb Williams made a motion, seconded by Dr. Jim Null to relocate this item from Item 8H to before Item 8D (now 8E). The motion carried unanimously.

Ms. Cindy Tompkins made a motion, seconded by Mr. Brian Wess, to approve a positive recommendation to the Board for the assumption that the PPRTA Capital Program would be extended by the voters twice for ten years each through the year 2040. The motion carried unanimously.

### **E. Maintenance of Effort**

Mr. Brian Wess made a motion, seconded by Joan Lucia-Treese, to approve a positive recommendation to the Board for a revision to the First Amended and Restated IGA that Section 4.0 be revised in the last sentence to delete the words "It is the intent of the Parties that" and replace the word "will" with the word "shall." The motion carried unanimously.

### **F. Draft Amendments to Comprehensive IGA's**

The item was tabled to the next meeting.

### **G. Public Outreach Subcommittee Monthly Report**

Subcommittee Chair Brian Wess provided an update from the PPRTA staff on the new PPRTA website.

### **H. Joint Meeting with Board on June 11: Draft Agenda**

The Committee was reminded of the joint meeting with the Board on June 11 at 3:30 p.m.

**9. Communications**

There were none.

**10. Adjournment**

First Vice Chair Don Feigel adjourned the meeting at 5:02 p.m.



Colorado Springs ♦ El Paso County ♦ Manitou Springs ♦ Green Mountain Falls ♦ Ramah

**PPRTA Board of Directors – Citizen Advisory Committee  
Joint Meeting Minutes  
Wednesday, June 11, 2014 – 3:30 p.m.  
Pikes Peak Area Council of Governments Main Conference Room**

**PPRTA MEMBERS PRESENT**

**City of Colorado Springs**

Councilmember Joel Miller, Vice Chair  
Councilmember Jan Martin

**City of Manitou Springs**

Mayor Marc Snyder

**Town of Ramah**

Mayor Pro Tem Keith McCafferty

**El Paso County**

Commissioner Amy Lathen, Chair

**Town of Green Mountain Falls**

Trustee Tyler Stevens

**CITIZEN ADVISORY COMMITTEE MEMBERS PRESENT**

**Citizen-at-Large Alternates**

Ms. Ann DeVere

**Town of Ramah**

Ms. Cindy Tompkins  
Mr. Dennis Carpenter

**Colorado Springs CTAB**

Mr. Jim Egbert  
Mr. Rick Hoover

**Citizens-at-Large**

Mr. Tom Rogers  
**Mr. Don Feigel, 1st Vice Chair**  
Mr. David Chestnutt  
Mr. Jim Godfrey

**El Paso County HAC**

Ms. Joan Lucia-Treese  
Mr. Reb Williams

**OTHERS PRESENT**

Staff of Member Governments and Citizens

**PIKES PEAK RTA STAFF PRESENT**

Mr. Rob MacDonald, Secretary  
Mr. Rick Sonnenburg, Program/Contracts Manager  
Ms. Beverly Majewski, Financial Manager  
Ms. Jennifer Ivey, Legal Counsel

**1. Call to Order/Establish a Quorum**

El Paso County Director Lathen established a quorum of PPRTA Board members and called the joint meeting to order at 3:30 p.m.

## **2. Approval of the Agenda**

Town of Ramah Director McCafferty made a motion, seconded by Mr. Reb Williams, to approve the agenda as presented. The motion carried unanimously.

## **3. Public Comment Period for Items not on the Agenda – None.**

## **4. Definition of Maintenance, especially regarding the use of PPRTA funds for the purchase of vehicles, parts/labor for repairs, and fuel**

The CAC and Board discussed the definition of “maintenance,” potential for sharing of specialized equipment among member governments, and the process for approval for equipment/vehicle purchases.

## **5. Long-range plan for PPRTA-funded vehicles: use of funds from their sale if not used as trade-in, if they will be replaced using PPRTA maintenance funds, pickups versus specialized trucks, etc.**

Discussion on this item overlapped with Item 4 above. The Board requested that the CAC formulate a definition for maintenance as a recommendation to forward to the Board for review.

## **6. Maintenance of Effort**

Group discussion took place on the importance of the PPRTA’s maintenance of effort provision.

Citizen Joe Vaccaro, former member of the CAC, expressed his dissatisfaction with the City of Colorado Springs not meeting its maintenance of effort for Transit.

City of Colorado Springs Director Miller stated that he would bring the CAC’s recommended nine-word revision to the Establishing IGA forward to City Council and provide an unofficial update to the Board and CAC.

Mr. Craig Blewitt, Transit Director for Mountain Metro Transit, spoke about the City’s preliminary budget preparation for 2015 for Transit. City of Colorado Springs Director Martin addressed the City’s budget issues, funds going toward the public safety department, and also expressed appreciation for the CAC’s reminders on the importance of the maintenance of effort for PPRTA.

## **7. PPRTA review of Metro Transit contracts, which is not current practice because, per the Comprehensive IGA, the PPRTA is Not a party to Transit contracts**

The members expressed varying preferences on whether the PPRTA should review Transit contracts utilizing PPRTA funds. Mr. Blewitt was available to discuss the City’s contract and audit processes for its Transit contracts as well as the quarterly report provided to the PPRTA for Transit contracts.

Ms. Beverly Majewski, PPRTA Financial Manager, discussed PPRTA staff’s review of the Transit contracts in relation to the PPRTA’s annual budget.

The Board requested that the CAC discuss this issue at its next meeting and prepare a recommendation to the Board.

## **8. Transition from the first PPRTA capital list to the second capital list**

The CAC’s recommendation for a report that lists all of the PPRTA I Capital projects and the status of their budgets was reviewed. There was acknowledgement of the need for cooperation between member entities to complete A-list projects with remaining available funding.

## **9. Board discussion of the CAC’s roles/responsibilities**

The CAC’s role in relation to the Board and its responsibilities to the voters was discussed. Board members expressed appreciation to the CAC for their participation and input into the process.

## **10. PPRTA Member Announcements – There were none.**

## **11. Adjournment**

City of Colorado Springs Director Miller adjourned the meeting at 5:14 p.m.