



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

**CITIZEN ADVISORY COMMITTEE  
 Wednesday, September 3, 2014 – 1:30 p.m.  
 PPACG Lower Level Conference Room**

**GOVERNMENT ENTITY MEMBERS**

Mr. Rick Hoover, Colorado Springs CTAB  
 Mr. Jim Egbert, Colorado Springs CTAB  
 Mr. Steve Murray, Colorado Springs CTAB  
 Mr. Steve Hicks, El Paso County HAC  
 Mr. Richard Williams, El Paso County HAC  
 Ms. Joan Lucia-Treese, El Paso County HAC  
 Mr. Ray Ferguson, City of Manitou Springs  
 Ms. Amy Filipiak, City of Manitou Springs  
 Vacant Town of Green Mountain Falls  
 Mr. Brian L.A. Wess, Town of Green Mountain Falls  
 Ms. Cindy Tompkins, Town of Ramah  
 Mr. Dennis Carpenter, Town of Ramah

**REGULAR AT-LARGE MEMBERS**

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

**ALTERNATE AT-LARGE MEMBERS**

**Mr. Brian Risley, 2<sup>nd</sup> Vice Chair**  
*Vacant*  
 Dr. Jim Null  
 Ms. Kit Roupe

	<b>AGENDA ITEM</b>	<b>ACTION</b>
1	Call to Order/Establish Voting Members	
2	Approval of the Agenda	Approve
3	Public Comment Period for Items Not on the Agenda	Public Comment
4	Approval of Minutes from August 6, 2014 Regular Meeting ☒	Approve
5	Financial Reports A. Monthly Financial Reports ☒ B. FY 2015/Budget Calendar ☒	A. Information B. Recommendation
6	2014 Capital, Maintenance, and Public Transportation Contracts A. City of Colorado Springs ☒ B. El Paso County ☒	A. Recommendation B. Recommendation
7	Administrative Actions and Reports A. Report of Recent Board Actions ☒ B. Draft Amendments to Comprehensive IGA's ☒ C. Draft Board Policy Regarding Purchase and Operating Expenses of PPRTA-Funded Vehicles ☒ D. BRRTA/PPRTA Revenue Sharing Calculation ☒ E. Public Outreach Subcommittee Monthly Report: New PPRTA Website Approval ☒	A. Information B. Recommendation C. Recommendation D. Recommendation E. Recommendation
8	Member Governments and Other Reports A. City of Colorado Springs Transit Services Monthly Update ☒ B. Monthly Status Report of Remaining "A" List Capital Projects ☒ C. City of Colorado Springs Monthly Change Order and Property Acquisition Report ☒ D. Quarterly Reports From Member Governments ☒	A. Information B. Information C. Information D. Information
9	Communications	Information
10	Adjournment	Approve

☒ Indicates Attachment

**Respectfully Submitted, Rick Sonnenburg, PPRTA Program/Contracts Manager**



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

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**CITIZEN ADVISORY COMMITTEE**

Wednesday, September 3, 2014 – 1:30 p.m.

Pikes Peak Area Council of Governments Main Conference Room

**MEMBERS PRESENT**

**El Paso County HAC**

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

**Citizen-at-Large Alternates**

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

Ms. Kit Roupe

**Colorado Springs CTAB**

Mr. Rick Hoover  
Mr. Jim Egbert

**Citizens-at-Large**

**Mr. Don Feigel, 1st Vice Chair**

Mr. David Chestnutt  
Mr. Tom Rogers  
Mr. Jim Godfrey

**Town of Ramah**

Ms. Cindy Tompkins

**City of Manitou Springs**

Ms. Amy Filipiak  
Mr. Ray Ferguson

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**MEMBERS ABSENT**

**Citizens-at-Large Alternates**

Dr. Jim Null

**Town of Green Mountain Falls**

Mr. Brian Wess

**Town of Ramah**

Mr. Dennis Carpenter

**Colorado Springs CTAB**

Mr. Steve Murray

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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  
Mr. Rob MacDonald, Board Secretary

**1. Call to Order**

First Vice Chair Don Feigel established a quorum, read the objectives of the Committee, and called the meeting to order at 1:30 p.m.

**2. Approval of the Agenda**

Ms. Kit Roupe made a motion, seconded by Mr. Jim Egbert, to approve the agenda as presented. Motion carried unanimously.

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

Mr. Jim Egbert discussed level of funding and maintenance of effort for the City of Colorado Springs' public transit service. He requested that the CAC discuss a recommendation that the Board consider sequestration of PPRTA funds in an amount equal to whatever the City is short on their maintenance of effort funding level from their general fund. In 2014, the City was short \$1.8 million. The legality of the topic would be brought to the Board of Directors in September.

Mr. Rick Hoover extended an invitation to an open house for the Council of Neighbors and Organizations.

### **4. Approval of Minutes from the August 6, 2014, Regular Meeting**

There was a motion by Mr. Jim Godfrey, seconded by Ms. Kit Roupe, to approve the August 6, 2014, regular meeting minutes. The motion passed by a vote of 13-0-1 (Hicks).

### **5. Financial Reports**

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

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, presented the financial reports. The PPRTA received \$7,339,995 in June 2014 sales and use tax receipts, which was \$691,351 or 6.8% above the year-to-date budget. Year-to-date actual figures were \$2,503,263 over the 2014 budget and 5% above the same period in 2013.

#### **B. FY 2015/Budget Calendar**

Ms. Majewski presented a draft 2015 Budget Calendar and requested that the CAC make a recommendation to the Board to approve the Calendar.

Mr. Reb Williams made a motion, seconded by Ms. Joan Lucia-Treese, to recommend that the Board of Directors approve the 2015 Budget Calendar. The motion carried unanimously.

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

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

Mr. Mike Chaves, City Engineering Staff, requested a recommendation for the following contracts:

- 1) Matrix Design Group, Capital (Austin Bluffs Corridor Improvements): \$238,073.50 (\$59,518.38 PPRTA Portion)
- 2) Core Engineering, Capital (Vincent Drive Extension – Phase 3): \$227,193.00 (\$51,459.22 PPRTA Portion)

Mr. Reb Williams made a motion, seconded by Mr. Rick Hoover, to recommend that the Board of Directors approve the two contracts. The motion passed unanimously.

#### **B. El Paso County**

Mr. John Klack, Public Services Department, requested approval of the following contracts:

- 1) Beers and Brock Construction, Maintenance (Milam Road Culvert Lining): \$55,500.00
- 2) 3M, Maintenance (2014 Sign Materials): \$35,580.75
- 3) J & A Traffic Products, Maintenance (2014 Sign Materials): \$35,634.90

Ms. Kit Roupe made a motion, seconded by Ms. Joan Lucia-Treese, to recommend that the Board of Directors approve the contracts. The motion passed unanimously.

### **7. Administrative Actions and Reports**

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

This was an information item.

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

Mr. Rick Sonnenburg, Pikes Peak RTA Program/Contracts Manager, requested that the CAC review and provide a recommendation to the Board regarding the red-line draft of the Comprehensive IGA with the City of Colorado Springs.

Ms. Joan Lucia-Treese made a motion, seconded by Mr. Jim Egbert, to recommend that the Board proceed with the IGA as presented, but with the following individual CAC members' comments for the Board's consideration:

- 1) Page 3 - There is a concern that the word "all" in the phrase "...and all related costs and expenses..." in the eighth full line from the bottom of Section 5.1.B creates too much risk.
- 2) Page 6, Section 5.2.B. - In the sixth line, is the word "of" needed after the word "administration?" Would it read more smoothly without the word "of?"
- 3) Page 5, in Section 5.1.F. - The words "not insignificant" in the tenth full line from the bottom and the word "extraordinary" in the last line are too vague.
- 4) Page 11, Section 5.4.C. - In the first line and the tenth line, 20 business days would give more flexibility than 20 calendar days.

The motion carried on a 10-4 vote.

## **C. Draft Board Policy Regarding Purchase and Operating Expenses of PPRTA-Funded Vehicles**

Mr. Sonnenburg presented draft Board Policy #24 concerning the Purchase and Operating Expenses of PPRTA-Funded Vehicles; he requested that the CAC conduct a final review and consider whether or not to recommend that the Board add element #8 to the Policy as recommended by PPRTA staff. The suggestion for element #8 in order to reduce confusion was, "All vehicle and rolling equipment purchases must be presented to the CAC and Board for approval."

Mr. Reb Williams made a motion, seconded by Ms. Joan Lucia-Treese, to recommend that the Board approve the Policy with the addition of the suggested element #8 regarding all vehicles and rolling stock being presented to the CAC and Board for approval. The motion carried on a 13-1 vote.

## **D. BRRTA/PPRTA Revenue Sharing Calculation**

Mr. Sonnenburg reviewed the guidelines for the annual revenue sharing calculation between the two Authorities as the boundaries of the BRRTA and the PPRTA overlap. Mr. Jim Egbert made a motion, seconded by Mr. Reb Williams, to recommend that the Board approve the figure of \$42,649.96 to be used for the implementation of the annual revenue-sharing payments to PPRTA, with BRRTA receiving half, or \$21,324.98 for the 12-month period of July 1, 2014 through June 30, 2015 in two equal semi-annual payments of \$10,662.49. The motion carried unanimously.

## **E. Public Outreach Subcommittee Monthly Report: New PPRTA Website Approval**

Mr. Jim Egbert made a motion, seconded by Mr. Reb Williams, to recommend that the Board approve "going live" with the new website. The motion carried unanimously.

## **8. Member Governments and Other Reports**

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

Ms. Lan Rao, Transit Services Administrator, City of Colorado Springs, presented the monthly update, highlighting ridership statistics, route and service changes, and a public meeting held for the region's 2040 Transit Plans.

### **B. Monthly Status Report of Remaining "A" List Capital Projects**

This was an information item.

### **C. City of Colorado Springs Monthly Change Order and Property Acquisition Report**

This was an information item.

**D. Quarterly Reports From Member Governments**

This was an information item.

**9. Communications**

Mr. Sonnenburg briefly reviewed for the CAC members the absentee section of the Committee's Bylaws. 1<sup>st</sup> Vice-Chair Don Feigel stated that he had nominated Mr. Dennis Crosser of Fountain Valley Senior Services as the transit manager of the year from the CASTA organization and that CASTA approved the award for Mr. Crosser.

**10. Adjournment**

First Vice Chair Don Feigel adjourned the meeting at 3:25 p.m.