



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

CITIZEN ADVISORY COMMITTEE

Wednesday, December 4, 2013 – 1:30 p.m.

Pikes Peak Area Council of Governments Main Conference Room

MEMBERS PRESENT

El Paso County HAC

Mr. Scott Turner
Mr. Reb Williams

Citizen-at-Large Alternates

Mr. Brian Risley, 2nd Vice Chair
Ms. Ann DeVere

City of Manitou Springs

Ms. Amy Filipiak

Citizens-at-Large

Mr. David Chestnutt
Mr. Tom Rogers

Town of Green Mountain Falls

Mr. Brian Wess

Colorado Springs CTAB

Mr. Rick Hoover
Mr. Jim Egbert
Mr. Steve Murray

MEMBERS ABSENT

Town of Ramah

Ms. Cindy Tompkins
Mr. Dennis Carpenter

El Paso County HAC

Mr. Steve Hicks

City of Manitou Springs

Mr. Ray Ferguson

Town of Green Mountain Falls

Mr. Rob McArthur

Citizens-at-Large

Mr. Tom Harold, Chair
Mr. Don Feigel, 1st Vice Chair
Mr. Jim Godfrey

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, PPRTA Secretary

1. Call to Order

Second Vice Chair Brian Risley 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

Mr. Reb Williams made a motion, seconded by Mr. Jim Egbert, 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 November 6, 2013, Regular Meeting

There was a motion by Mr. Brian Wess, seconded by Mr. Tom Rogers, to approve the November 6, 2013, regular meeting minutes. The motion carried unanimously.

5. Financial Reports

A. Monthly Financial Report

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, presented the financial reports. The PPRTA received \$6,784,844 million in September 2013 sales and use tax receipts, which was \$383,097 or 6% above the monthly budget. Year-to-date actual figures were \$2,520,750 million over the 2013 budget and 4.7% above the same period in 2012.

6. 2013 Capital, Maintenance, and Public Transportation Contracts

A. City of Colorado Springs

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

- 1) Multiple Vendors, Capital / Maintenance (City/PPRTA Annual Contracts): \$NA
- 2) Vendor TBD, Traffic Engineering (Roadway Safety & Traffic Ops): \$TBD

There were questions on approving contract #2 without a contract amount being provided. Mr. Chaves stated that he would like to begin the design process of the project and that a contract amount would be available very soon. There was concern by some CAC members over setting a precedent for the CAC approving a contract without fully understanding the contract terms.

Mr. Jim Egbert made a motion, seconded by Mr. Steve Murray, to recommend that the Board of Directors approve contract #1 and contract #2 pending receipt of the contract amount for review by the Board of Directors.

Ms. Ann DeVere offered a friendly amendment – a caveat to say that the amount would not exceed \$500,000. Mr. Egbert agreed to the amendment.

Mr. Brian Wess requested that the CAC members be notified by e-mail of the contract amount.

The motion was restated – Approve contract #1 as presented and contract #2 with the contract amount to not exceed \$500,000. The motion failed on a 4-7 vote.

Mr. Scott Turner made a motion to approve contract #1 as submitted and to table contract #2. Mr. Reb Williams seconded the motion. The motion passed on a 10-1 vote.

It was clarified that contract #2 would be forwarded to the Board without a recommendation from the CAC.

7. Member Government and Other Reports

A. City of Colorado Springs Transit Services Monthly Update

Mr. Richard Marcus, Transit Planning Supervisor, City of Colorado Springs, Mountain Metro Transit, presented the report, including statistics on increased ridership on fixed, para-transit, and vanpool routes. A special Transit Day is scheduled for May 9, 2014, to include events and festivities promoting transit. MMT passed a Federal Transit Administration tri-annual audit. The audit results placed MMT in the top 5% of transit agencies nationally.

B. El Paso County Monthly Change Order/Property Acquisition Report

This was an information item.

C. Quarterly Reports from Member Governments

This was an information item. There were no questions or comments.

D. City of Colorado Springs Memorandum of Understanding for Fleet Maintenance Services

Mr. Rick Sonnenburg, Pikes Peak RTA Program/Contracts Manager, discussed the City's outsourcing of their fleet maintenance to the selected contractor Serco (for 3,000 City vehicles from all departments, including the 28 vehicles that the PPRTA purchased for the City).

Mr. Sonnenburg asked the members to reference Board Policy 5 - #3) All contracts of \$25,000 or more must be submitted to the CAC for review and a recommendation, then to the Board for approval.

The MOU for the Fleet Maintenance services was in draft form and there were legal issues yet to be resolved. The item was brought before the CAC as a policy recommendation, not the fine tuning of legal matters.

Ms. Bethany Burgess, Colorado Springs City Attorney's Office, reviewed a pricing proposal prepared based on information that the City received from Serco. The pricing proposal was divided between targeted and non-targeted services. Targeted services being routine maintenance, repairs for normal wear-and-tear; the non-targeted services were those repairs that were caused by non-routine wear-and-tear repairs (i.e, collision).

The City's office estimated the targeted services based on the number of mechanics providing the service and the number of labor hours. For non-targeted services, the estimate is based solely on the non-targeted hourly rate provided by Serco.

The Committee held a lengthy discussion on the PPRTA's responsibility to maintain City-owned vehicles used for PPRTA projects and the maintenance rates proposed by Serco.

The Committee approved a recommendation that the Board not approve the MOU for the Fleet Maintenance Services as presented. The motion for recommendation passed on a 10-1 vote.

8. Administrative Actions and Reports

A. Report of Recent Board Actions

This was an information item.

B. Appointment/Reappointment Process for Citizen Advisory Committee

Mr. Rick Sonnenburg, Pikes Peak RTA Program/Contracts Manager, reviewed with the Committee reappointment requests and key information relevant to the reappointment process for members.

C. Election of Officers for the Citizen Advisory Committee

Mr. Rick Sonnenburg discussed the process for the election of Committee officers for 2014.

D. Public Outreach Subcommittee Monthly Report

Mr. Brian Wess reported that the Subcommittee reviewed three proposals from website designers to upgrade the PPRTA website and recommended to the CAC the selection of Blue Sky Designs for a contract amount not to exceed \$5,450, which the CAC endorsed, with a positive recommendation to the Board.

9. Communications

There were none.

10. Adjournment

Chair Tom Harold adjourned the meeting at 4:04 p.m.