



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

---

**PPRTA Board Meeting Minutes**  
**Wednesday, November 9, 2011 – 1:30 p.m.**  
**Pikes Peak Area Council of Governments Main Conference Room**

**MEMBERS PRESENT**

**City of Colorado Springs**

**Councilmember Jan Martin, Chair**  
Councilmember Angela Dougan  
Councilmember Val Snider

**City of Manitou Springs**

Mayor Marc Snyder

**Town of Ramah**

Mayor Pro Tem Keith McCafferty

**El Paso County**

Commissioner Peggy Littleton

**Town of Green Mountain Falls**

Mayor Tyler Stevens

---

**MEMBERS ABSENT**

**El Paso County**

**Commissioner Dennis Hisey, Vice Chair**  
Commissioner Amy Lathen

---

**OTHERS PRESENT**

Staff of Member Governments and Citizens

**PIKES PEAK RTA STAFF PRESENT**

Mr. Rob MacDonald, PPRTA Board Secretary  
Mr. Rick Sonnenburg, Program/Contracts Manager  
Ms. Beverly Majewski, Financial Manager  
Mr. Ed Icenogle, PPRTA Legal Counsel  
Ms. Jacquelyn Puett, Program Assistant

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

At 1:30 p.m., due to the lack of a quorum, the Board began reviewing the following information items:

**6. Financial Reports**

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, presented the financial reports. The PPRTA received \$5,810,816 in September sales and use tax receipts, which was \$115,120 or 1.9% below the monthly budget. Year-to-date actual figures compared to budget were \$187,752 below the amended 2011 budget and 4.23% above the same period in 2010.

## **5. Citizen Advisory Committee Monthly Report**

Mr. Tom Harold, Chairman of the Citizen Advisory Committee, reviewed highlights from the Committee's November meeting. There were no questions

## **11. Other Reports**

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

As an information item, Mr. Craig Blewitt, City Transit Services Manager, presented the monthly report. The Colorado Department of Transportation will hold a Statewide Freight and Passenger Rail Plan Open House on Tuesday, November 15, 2011, from 9-11a.m.

*City of Manitou Springs Director Snyder arrived at the meeting at 1:34 p.m.*

*Town of Green Mountain Falls Director Stevens arrived at the meeting at 1:36 p.m.*

*City of Colorado Springs Director Martin established a quorum at 1:38 p.m. and resumed the approval items.*

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

There was a motion by Town of Ramah Director McCafferty, seconded by City of Colorado Springs Director Snider, to approve the agenda as presented. The motion passed unanimously.

## **3. Public Comment Period for Items Not on the Agenda - There were none.**

## **4. Approval of the October 17, 2011, Regular Meeting Minutes**

There was a motion by Town of Green Mountain Falls Director Stevens, seconded by Town of Ramah Director McCafferty, to approve the October 17, 2011, meeting minutes. The motion passed unanimously.

*El Paso County Director Littleton arrived at the meeting at 1:40 p.m.*

## **7. Board Policy Regarding Use of Federal Census for Maintenance Allocations**

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, reviewed with the Board the following two issues with the 2010 Census numbers for the Town of Green Mountain Falls:

- 1) The Town of Green Mountain Falls' 2010 Census count was 640, but the Town did their own census and accounted for 808 residents. The Town submitted the new numbers to the state demographer who accepted them for the purpose of distributing state conservation funds from DOLA. The Town is going to dispute the federal census numbers, but they have until June 1, 2013, to do so.
- 2) The Town of Green Mountain Falls has approximately 30 residents that are in Teller County versus El Paso County. For the purpose of the maintenance allocation, should those residents be included in the total population? Ms. Majewski stated, based on the language in the Establishing IGA, they would appear to be included.

Ms. Majewski requested that Mr. Ed Icenogle, Pikes Peak RTA Legal Counsel, elaborate on the relevant language in the Establishing Intergovernmental Agreement (IGA) and, in addition, that the Board of Directors provide a policy for handling the possible discrepancy.

Mr. Ed Icenogle reviewed the relevant language in the Establishing IGA and the Board engaged in discussion on the matter.

El Paso County Director Littleton moved to "establish as Policy an interpretation of the PPRTA Establishing IGA to rely upon the decennial US Census figures to establish the maintenance allocation (for determination of adjustment of maintenance numbers) with leave to revisit that determination and to adjust the funding if the official US Census figures are revised." City of Manitou Springs Director Snyder seconded the motion. The motion passed unanimously.

City of Manitou Springs Director Snyder and City of Colorado Springs Director Martin recommended the following footnote be added to the FY 2012 budget until the matter is resolved: "The intent is to retroactively allocate to January 2012."

## 8. FY 2012 Budget Presentation

### A. Overview/Administration

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, gave a brief overview of the estimated net revenue of \$71,652,840 for the FY 2012 Budget (\$69,000,000 in projected sales and use tax plus interest earnings, the cost of tax collections, and Transit bus fare and other revenue), including the administrative budget which has increased due to the potential costs for the annual report.

The Board discussed the legal ramifications and the positive and negative aspects of increasing the budget to research the progress of the Pikes Peak RTA and to fund public outreach efforts.

### B. Town of Ramah

Town of Ramah Mayor Pro Tem Keith McCafferty presented the following proposed budget for FY 2012: \$4,975 (plus carryover) for road maintenance and street sign improvements.

### C. Town of Green Mountain Falls

Town of Green Mountain Falls Mayor Tyler Stevens presented the following proposed maintenance budget for FY 2012 (anticipated \$32,684 in revenue allotment): \$2,628.55 - road building chemicals/materials; \$3,000 - road building fuel; \$27,055.45 - equipment purchases/rental for road building. The maintenance allocation will change based on the revised decennial census information.

### D. City of Manitou Springs

Mr. Bruno Pothier, Public Works Director, presented the following proposed budgets for FY 2012:

Maintenance (anticipated \$348,767 in revenue allotment including carryover):

\$250,000 overlay program; \$50,000 chipseal program; \$40,000 storm drainage program, with an unexpended balance of \$8,767.

Capital (\$483,928 carryover from prior year revenue):

PPRTA Phase 3 - \$368,688 as grant match monies, leaving an unexpended balance of \$115,240 for 2012.

### E. El Paso County

Mr. André Brackin, County Engineer, presented the County's proposed capital and maintenance budgets for FY 2012. The proposed capital budget is projected to be \$21,658,923, including an estimated carryover of \$6,830,822 from prior year's budgets and the application of anticipated supplemental revenues for 2012 in the amount of \$529,709 to both the 2012 County Line Road project budget as well as to the overall County Line Rd project budget. The proposed maintenance budget is projected to be \$6,924,752 (including an estimated \$230,000 of carryover funds from 2011) for concrete repair, pavement and gravel road maintenance and rehabilitation, striping, shouldering, patching, and signal maintenance.

*The Board took a break at 3:07 p.m.*

### F. City of Colorado Springs

Mr. Mike Chaves, Acting City Engineer, presented the City's proposed capital and maintenance budgets for FY 2012. The proposed capital budget is projected to be \$22,538,899 to be allocated to nine capital projects, congestion/incident management, signal improvements, roadway safety and traffic operations, and on-street bikeway improvements. The proposed maintenance budget is projected to be \$16,884,660 for roadway and concrete maintenance, bridge repair and maintenance, incident management/signal upgrade, city-wide safety and traffic operations, and capital project maintenance.

Mr. Craig Blewitt, City Transit Services Manager, gave a detailed presentation on the Transit budget for FY 2012, projected to be \$15,490,866 (\$6,794,000 – 2012 tax revenue; \$3,122,840 – fare box revenue; and \$5,574,026 - 2011 carry forward). Included in the presentation was a prediction for a future funding deficit, the City's intent to not use PPRTA funds to replace the City's funds dedicated to transit, the City's inability to maintain the maintenance of effort beginning in 2010 due to the recession, capital grant match figures, and human service provider funding levels (JARC/New Freedom).

*El Paso County Director Littleton departed the meeting at 3:37 p.m.*

### **G. Specialized Transportation Providers**

Ms. Lynn Hopeman, Accessible Coordinated Transportation of the Pikes Peak Region (ACT), presented the human service providers' request to receive \$100,000 for transportation rides (unmet need) and \$36,000 for ACT to do the coordination of those rides. The request will also be presented to the City of Colorado Springs council members.

Mr. Tom Harold and Mr. Don Feigel offered comments on the human service providers' request.

### **H. Public Comments/Town of Calhan**

Town of Ramah Director McCafferty discussed the Town of Calhan's vote against joining the PPRTA.

## **9. 2011 Capital, Maintenance, and Public Transportation Contracts**

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

Mr. Mike Chaves, Acting City Engineer, requested approval of the following six contracts:

- 1) Land Title Guarantee Company as Escrow Agent for Nicholas A. Maxwell, Capital (Fillmore Street Corridor): \$105,000.00
- 2) Edward Kraemer & Sons, Capital (Woodmen Road Phase 1): \$249,512.40
- 3) Nolte Associates, Inc., Capital (PPRTA Capital Project Management and Construction Inspection Services): \$1,598,994.00
- 4) Multiple Vendors, Capital and Maintenance (City/PPRTA Annual Contracts): \$N/A
- 5) Hamon Contractors, Inc., Capital (Hancock Avenue Bridge): \$19,090.00
- 6) URS Corporation, Capital (Hancock Avenue Bridge): \$53,556.00

Town of Ramah Director McCafferty made a motion, seconded by City of Manitou Springs Director Snyder, to approve the six contracts. The motion passed unanimously.

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

Ms. Jennifer Irvine, Engineering Manager, requested approval of the following contract:

- 1) Colorado Springs Utilities, Capital (Marksheffel Road Improvements): \$30,359.06

Town of Ramah Director McCafferty made a motion, seconded by City of Manitou Springs Director Snyder, to approve the contract. The motion passed unanimously.

### **C. Administration: Selection of External Auditor**

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, presented three proposals received from independent Certified Public Accounting firms in response to the Request for Proposal issued in August and requested the Board select an auditor that meets all the requirements and is fiscally prudent for the PPRTA.

Town of Green Mountain Falls Director Stevens made a motion, seconded by Town of Ramah Director McCafferty, to select Logan and Associates to provide independent audit services for the fiscal years ended December 31, 2011, through December 31, 2013, with an option to extend the term of the contract for an additional three years in accordance with procurement regulations. The motion passed unanimously.

## **10. Administrative Actions and Reports**

### **A. Board Appointments and Administrative Actions**

As an information item, Mr. Rick Sonnenburg, Pikes Peak RTA Program/Contracts Manager, reviewed the necessary steps for the Board of Directors and Citizen Advisory Committee members to be reappointed to serve on the Authority as well as the process for selection of Board officers for 2012.

Town of Green Mountain Falls Director Stevens made a motion, seconded by Town of Ramah Keith McCafferty, to reappoint the following Citizen Advisory Committee Citizen-at-Large members: Mr. Tom Rogers, Ms. Ann DeVere, and Mr. Tom Harold. The motion passed unanimously.

## **11. Other Reports (cont'd)**

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

This was an information item.

### **C. El Paso County Monthly Change Order and Property Acquisition Report**

This was an information item.

## **12. PPRTA Member Announcements**

A joint PPRTA Board of Directors, CAC, Chamber Task Force meeting will take place on Monday, November 14, 2011, at 2:00 p.m., at the El Paso County Citizens' Service Center, in order to discuss the reauthorization of the PPRTA Capital program.

The Proby Parkway ribbon cutting will take place on Tuesday, November 15, 2011, at 11:00 a.m.

## **13. Adjournment**

City of Colorado Springs Director Martin adjourned the meeting at 4:25 p.m.