



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

PPRTA Board Meeting Minutes

Wednesday, January 9, 2013 – 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 Amy Lathen, Vice Chair

Commissioner Dennis Hisey

Commissioner Peggy Littleton

Town of Green Mountain Falls

Trustee Tyler Stevens

MEMBERS ABSENT

None

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

Mr. Ed Icenogle, Legal Counsel

Ms. Jennifer Ivey, Legal Counsel

1. Call to Order/Establish a Quorum

El Paso County Director Hisey established a quorum and called the meeting to order at 1:30 p.m.

2. Approval of the Agenda

Town of Green Mountain Falls Director Stevens made a motion, seconded by Town of Ramah Director McCafferty, 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 Minutes from the December 12, 2012, Regular Meeting

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

5. Board Appointments and Administrative Actions for 2013

Mr. Rick Sonnenburg, Pikes Peak RTA Program/Contracts Manager, presented the item in six parts.

- 1) As information, El Paso County announced Commissioners Hisey, Lathen, and Littleton as primary representatives and Commissioners Clark and Glenn as alternate representatives on the PPRTA.
- 2) City of Colorado Springs Director Snider nominated City of Colorado Springs Director Martin as PPRTA Chair for 2013. Town of Green Mountain Falls Director Stevens seconded the nomination.
El Paso County Director Littleton nominated City of Colorado Springs Director Dougan as Chair for 2013. The Board elected to vote by secret ballot. The result was a 7-2 vote in favor of City of Colorado Springs Director Martin as Chair of the PPRTA for 2013.
- 3) City of Colorado Springs Director Dougan nominated El Paso County Director Littleton as Vice Chair for the PPRTA for 2013. City of Manitou Springs Director Snyder nominated El Paso County Director Lathen as Vice Chair for 2013.
The Board elected to vote by secret ballot. The result was a 7-2 vote in favor of El Paso County Director Lathen as Vice Chair of the PPRTA for 2013.
- 4) El Paso County Director Hisey moved to reappoint Mr. Rob MacDonald as Secretary of the PPRTA for 2013. Town of Green Mountain Falls Director Stevens seconded the motion. The motion passed unanimously.

5&6) Mr. Sonnenburg distributed three applications for two vacant Citizen Advisory Committee At-Large positions. The Board approved, in concept, a Board policy for the Board Chair, Board Vice Chair, and CAC Chair to be a permanent committee to review CAC At-Large applications. An official Board policy to this effect will be presented at the February Board meeting. City of Colorado Springs Director Martin made arrangements for the Chair, Vice Chair, and PPRTA CAC Chair to hold interviews and return to the February meeting with a recommendation.

6. Citizen Advisory Committee (CAC) Monthly Report

Mr. Tom Harold, Chair of the PPRTA CAC, presented highlights from the Committee's January meeting.

7. Financial Reports

A. Monthly Financial Reports

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, stated that the PPRTA had not yet received the November 2012 sales and use tax figures. The figures would be delivered via e-mail, once they were received.

B. Administration Line Item Transfer for Election Costs

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, requested that the Board approve a line item transfer of \$81,000 from the Sales and Use Tax Collection expense line to the Ballot Measure Cost line in the 2012 PPRTA Budget. The cost of the Capital extension ballot measure from the El Paso County Clerk's office was \$430,792.34 - \$80,792 over the original estimate amount of \$350,000 provided by the Clerk & Recorder. Town of Ramah Director McCafferty moved to approve the line item transfer request. El Paso County Director Hisey seconded the motion. The motion passed unanimously.

C. Board's Financial Reserve Policy

At the Directors' request, Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, presented Board Policy #7, the Original Pikes Peak RTA Fund Balance Reserve Policy, and the Reserve Calculation that was included in the FY 2013 Budget.

Discussion took place on policy options regarding reserve levels, repayment to the reserve levels and carryover funding amounts.

City of Colorado Springs Director Martin requested that the City of Colorado Springs staff return to the Board in February with a recommendation regarding the City's repayment of the \$1 million in maintenance funds that were borrowed in 2009.

8. 2013 Capital, Maintenance, and Public Transportation Contracts

A. City of Colorado Springs

Mr. Mike Chaves, City Engineering Staff, requested approval of the following four contracts:

- 1) Blue Ridge Construction, Capital (Vincent Drive Bridge): \$258,445.26
- 2) Potters Industries, LLC, Maintenance (Citywide Safety/Traffic Ops): \$107,800.00
- 3) AM Signal-General Traffic-Traffic Parts, Capital/Maintenance (Congestion/Incident Mgmt/Roadway Safety/Traffic Ops/Citywide Safety/Traffic Ops): \$58,200.00; \$24,900.00; \$12,235.00
- 4) Parsons Brinkerhoff, Capital/Maintenance (On-Call Engineering): \$100,000.00 (Task Orders not to Exceed)

El Paso County Director Lathen made a motion, seconded by City of Colorado Springs Director Snider, to approve the four contracts. The motion passed unanimously.

B. El Paso County

Ms. Jennifer Irvine, County Engineering Staff, requested approval for the following contract:

- 1) Mountain View Electric Association, Inc., Capital (Hodgen Road Phase 2): \$1,234,568.00

El Paso County Director Hisey made a motion, seconded by El Paso County Director Littleton, to approve the contract. The motion passed unanimously.

C. City of Manitou Springs Request for Dedication of \$80,000 of Excess Revenue

Mr. Bruno Pothier, Public Works Director, gave a presentation on the City's Manitou Avenue improvements capital project and requested the Board approve the dedication of \$80,000 of excess 2012 revenue carryover to the project. El Paso County and the City of Colorado Springs had already agreed to donate the funds from their PPRTA budgets.

El Paso County Director Littleton made a motion, seconded by Town of Ramah Director McCafferty, to approve the dedication of the \$80,000 in carryover revenue to the City's capital project. The motion passed unanimously.

D. City of Manitou Springs

Mr. Bruno Pothier, Public Works Director, requested approval of the following contract:

- 1) Technology Constructor, Inc, Capital (Manitou Springs Downtown Revitalization Phase 3): \$305,158 (PPRTA portion)

Town of Green Mountain Falls Director Stevens made a motion, seconded by Town of Ramah Director McCafferty, to approve the contract. The motion passed unanimously.

9. Administrative Actions and Reports

A. Annual Report of CAC Activities

Mr. Tom Harold, PPRTA CAC Chair, presented details of the formal annual report to the Board.

El Paso County Director Lathen made a motion, seconded by El Paso County Director Hisey, to accept the report.

B. Designation of Posting Places for Meeting Notices

Town of Green Mountain Falls Director Stevens moved to approve the designated posting places for PPRTA meeting notices. El Paso County Director Hisey seconded the motion. The motion passed unanimously.

C. Staff Field Review Report

This was an information item.

10. Other Reports**A. City of Colorado Springs Transit Services Monthly Update**

Mr. Craig Blewitt, Transit Services Division Manager, City of Colorado Springs, presented the monthly report, including information on local fixed-route bus ridership, ADA mobility service, vanpool statistics, and spring service changes.

B. City of Colorado Springs Transit Services FREX Report

Mr. Craig Blewitt, Transit Services Division Manager, City of Colorado Springs, gave a preliminary financial report on the FrontRange Express service that was discontinued in 2012.

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

This was an information item.

D. El Paso County Change Order and Property Acquisition Report

This was an information item.

E. Maintenance of Effort Presentations

As an information item, the Board was notified that the reports were scheduled for the CAC meeting on February 6, 2013 and the Board meeting on February 13, 2013.

11. PPRTA Member Announcements

This item was covered earlier in the agenda and included an announcement that El Paso County Director Hisey was elected as the Chair of the El Paso County Board of County Commissioners and an inquiry on the PPRTA's letter to the Mayor of Colorado Springs regarding transit service levels.

El Paso County Director Lathen also announced the opening of the Cheyenne Mountain Shooting Complex on January 23, 2013.

12. Adjournment

City of Colorado Springs Director Martin adjourned the meeting at 3:10 p.m.



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PPRTA Board of Directors – City of Colorado Springs

Special Joint Meeting Minutes

Wednesday, January 23, 2013 – 1:30 p.m.

Pikes Peak Area Council of Governments Main Conference Room

PPRTA MEMBERS PRESENT

City of Colorado Springs

Councilmember Jan Martin, Chair

Councilmember Angela Dougan

Councilmember Val Snider

City of Manitou Springs

Mayor Marc Snyder

El Paso County

Commissioner Amy Lathen, Vice Chair

Commissioner Dennis Hisey

Commissioner Peggy Littleton

Commissioner Sallie Clark

Town of Green Mountain Falls

Trustee Tyler Stevens

OTHERS PRESENT

Councilmember Bernie Herpin

Councilmember Brandy Williams

Craig Blewitt, City Transit Services

Tom Florczak, Deputy City Attorney

Laura Neumann, City Chief of Staff

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

Mr. Ed Icenogle, Legal Counsel

Ms. Jennifer Ivey, Legal Counsel

1. Call to Order/Establish a Quorum

City of Colorado Springs Director Martin established a quorum of PPRTA Board members and called the meeting to order at 1:30 p.m. Introductions were made.

2. Approval of the Agenda

Town of Green Mountain Falls Director Stevens made a motion, seconded by Town of Ramah Director McCafferty, to approve the agenda as presented. The motion passed unanimously.

3. Public Comment Period for Items not on the Agenda

There were none.

4. Transit Funding Conversation

Topics of conversation included:

- The return on investment for the unincorporated areas of El Paso County
- The City's maintenance of effort level for PPRTA transit funding
- The City's historical funding levels for transit from both the general fund and PPRTA funds
- The proposed RFP process for specialized transportation services and how smaller organizations will be able to compete in that process
- The appropriate level of funding for specialized transportation services
- The Future of Regional Transit Study as well as Mayor Bach's Transit Solutions Team's recommendations
- The City's use of the long range Regional Transportation Plan and the Human Services Coordination Plan as planning guides for transit services

5. PPRTA Member Announcements

There were none.

6. Adjournment

City of Colorado Springs Director Martin adjourned the meeting at 3:37 p.m.