



Colorado Springs    El Paso County    Manitou Springs    Green Mountain Falls    Ramah

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**BOARD OF DIRECTORS - REGULAR MEETING AGENDA**  
**Wednesday, August 13, 2014 – 1:30 p.m.**  
**PPACG Lower Level Conference Room**

**El Paso County Directors**

**Commissioner Amy Lathen, Chair**  
 Commissioner Dennis Hisey  
 Commissioner Peggy Littleton  
 Commissioner Sallie Clark (Alternate)  
 Commissioner Darryl Glenn (Alternate)

**City of Manitou Springs Directors**

Mayor Marc Snyder  
 Mayor Pro Tem Coreen Toll (Alternate)

**City of Colorado Springs Directors**

**Councilmember Joel Miller, Vice Chair**  
 Councilmember Merv Bennett  
 Councilmember Jan Martin  
 Councilmember Don Knight (Alternate)  
 Councilmember Val Snider (Alternate)

**Town of Green Mountain Falls Directors**

Mayor Pro Tem Tyler Stevens  
 Mayor Lorrie Worthey (Alternate)

**Town of Ramah Directors**

Mayor Keith McCafferty  
 Trustee Nancy Sotomayor (Alternate)

	<b>AGENDA ITEM</b>	<b>ACTION</b>
<b>1</b>	<b>Call to Order / Establish a Quorum</b>	
<b>2</b>	<b>Approval of the Agenda</b>	<b>Approve</b>
<b>3</b>	<b>Public Comment Period for Items Not on the Agenda</b>	<b>Public Comment</b>
<b>4</b>	<b>Approval of the Minutes from July 9, 2014 Regular Meeting <input checked="" type="checkbox"/></b>	<b>Approve</b>
<b>5</b>	<b>Citizen Advisory Committee Monthly Report <input checked="" type="checkbox"/></b>	<b>Accept</b>
<b>6</b>	<b>Financial Reports</b>	<b>Information</b>
<b>7</b>	<b>2014 Capital, Maintenance and Public Transportation Contracts</b> <b>A. City of Colorado Springs <input checked="" type="checkbox"/></b> <b>B. El Paso County <input checked="" type="checkbox"/></b> <b>C. City of Manitou Springs <input checked="" type="checkbox"/></b>	<b>A. Approve</b> <b>B. Approve</b> <b>C. Approve</b>
<b>8</b>	<b>Other Reports</b> <b>A. City of Colorado Springs Transit Services Monthly Update <input checked="" type="checkbox"/></b> <b>B. City of Manitou Springs Request to Use Maintenance Funds for FEMA Grant Match <input checked="" type="checkbox"/></b> <b>C. Monthly Status Reports of Remaining "A" List Capital Projects <input checked="" type="checkbox"/></b>	<b>A. Information</b> <b>B. Approve</b> <b>C. Information</b>
<b>9</b>	<b>Administrative Actions and Reports</b> <b>A. Draft Board Policy Regarding Purchase and Operating Expenses of PPRTA-Funded Vehicles <input checked="" type="checkbox"/></b> <b>B. Draft Amendments to Comprehensive IGA's <input checked="" type="checkbox"/></b>	<b>A. Approve</b> <b>B. Information</b>
<b>10</b>	<b>PPRTA Member Announcements</b>	<b>Information</b>
<b>11</b>	<b>Adjournment</b>	<b>Approve</b>

Respectfully Submitted,  
 Robert F. MacDonald, PPRTA Board Secretary



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## PPRTA Board Meeting Minutes

Wednesday, August 13, 2014 – 1:30 p.m.

Pikes Peak Area Council of Governments Main Conference Room

### MEMBERS PRESENT

#### City of Colorado Springs

Councilmember Joel Miller, Vice-Chair

Councilmember Jan Martin

Councilmember Merv Bennett

#### El Paso County

Commissioner Amy Lathen, Chair

Commissioner Peggy Littleton

Commissioner Dennis Hisey

#### Town of Green Mountain Falls

Mayor Pro Tem Tyler Stevens

#### Town of Ramah

Mayor Keith McCafferty

#### City of Manitou Springs

Mayor Marc Snyder

### 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

Ms. Jennifer Ivey, Legal Counsel

## 1. Call to Order/Establish a Quorum

Chair Lathen established a quorum and called the meeting to order at 1:30 p.m.

## 2. Approval of the Agenda

There was a motion by Director McCafferty, seconded by Director Snyder, to approve the Agenda. The motion carried unanimously.

### 3. Public Comment Period for Items not on the Agenda

There were none.

### 4. Approval of the Minutes from the July 9, 2014, Regular Meeting

Director Merv Bennett made a motion, seconded by Director Keith McCafferty, to approve the minutes as presented. The motion carried unanimously.

### 5. Citizen Advisory Committee Monthly Report

Mr. Don Feigel, First Vice-Chair of the PPRTA CAC, presented highlights from the Committee's August meeting. There was direction from the Board to have the CAC examine the draft amendments to the Comprehensive IGAs for a recommendation to be presented in September.

### 6. Financial Reports

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, presented the financial reports. The PPRTA received \$7,339,995 in sales and use tax receipts for June, which was \$691,351 or 10.4% above the original monthly budget and 5.1% above the same period in 2013.

### 7. 2014 Capital, Maintenance, and Public Transportation Contracts

#### A. City of Colorado Springs

Mr. Mike Chaves, City Engineering Staff, and Mr. David Scalfri, City Streets, requested approval of the following contracts:

- 1) CMS, Capital (Garden of the Gods/Chestnut Improvements): \$252,648.00
- 2) DRX, Capital (25<sup>th</sup> Street Bridge): \$106,109.00
- 3) Kimley-Horn and Associates / Barron Land, LLC (Capital and Maintenance): Task Orders Not to Exceed \$100,00.00
- 4) Honnen Equipment Rental (Maintenance): \$70,000.00 Not to Exceed

Director Bennett made a motion, seconded by Director Hisey, to approve the contracts. The motion carried unanimously.

#### B. El Paso County

Ms. Jennifer Irvine, County Engineering Staff, requested approval of the following contracts:

- 1) RE Monks Construction Company, Capital (Baptist Road – West): \$59,170.50
- 2) Felsburg, Holt & Ullevig, Capital (Baptist Road – West): \$355,285.32

Director McCafferty made a motion, seconded by Director Hisey, to approve the contracts. The motion carried unanimously.

#### C. City of Manitou Springs

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

- 1) KR Swerdfeger, Maintenance (54" Culvert Replacement under Crystal Hills Boulevard): \$64,400.00
- 2) EWS-Steel Aggregate, Maintenance (2" mill and overlay): \$44,690.30

Vice-Chair Miller made a motion, seconded by Director McCafferty, to approve the two contracts. The motion carried unanimously.

### 8. Other Reports

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

Mr. Craig Blewitt, Mountain Metro Transit Services Manager, presented the report, including ridership statistics and information on the development of the region's Transit and Specialized Transportation Plans. Discussion surrounding the success of the Manitou shuttle service took place.

**B. City of Manitou Springs Request to Use Maintenance Funds for FEMA Grant Match**

Mr. Pothier presented the City's request for the Board to approve the use of City of Manitou Springs' Maintenance funds to pay for a 12.5% grant match in the amount of \$31,305.48. The FEMA grant was awarded to repair numerous damages sustained during the 12<sup>th</sup> of September 2013 flooding, including asphalt repairs, milling repairs, asphalt marking and curb/gutter replacement for a total cost of \$250,442.85.

Director Peggy Littleton made a motion, seconded by Director McCafferty, to approve the City's request as presented. The motion carried unanimously.

**C. Monthly Status Reports of Remaining "A" List Capital Projects**

This was an information item.

**9. Administrative Actions and Reports****A. Draft Board Policy Regarding Purchase and Operating Expenses of PPRTA-Funded Vehicles**

Mr. Rick Sonnenburg, Pikes Peak RTA Program/Contracts Manager, briefly reviewed the timeline for the item and its current status. During the August CAC meeting, the CAC revised recommended program elements and Mr. Sonnenburg read aloud the revised list of seven potential policy elements relevant to PPRTA vehicles owned by member governments:

- 1) Discontinue the practice of purchasing non-specialized trucks.
- 2) Continue the practice of paying for maintenance parts, maintenance labor, and fuel for the existing non-specialized trucks until these vehicles are retired from service.
- 3) Continue the practice of purchasing specialized vehicles and equipment.
- 4) Continue the practice of purchasing maintenance parts, maintenance labor, and fuel for specialized vehicles and equipment.
- 5) Discontinue the practice of purchasing miscellaneous vehicle expenses, such as tool boxes, seat covers, computer holders, and parking garage monthly fees for all vehicles.
- 6) The revenue from the disposal of any vehicle purchased with PPRTA funds must be returned to the PPRTA and placed in that member government's PPRTA Maintenance account.
- 7) Member governments should be requested to share their vehicles with other member governments.

*At this time, the Board recessed for a scheduled City of Colorado Springs/El Paso County press conference at 2:30 p.m. The Board reconvened at approximately 3:00 p.m.*

Director Bennett stated that he appreciated the CAC review of the issue and he expressed support of the CAC's proposed solution. There were questions on the use of the funds from the disposal of any vehicle purchased with PPRTA funds. Ms. Kathleen Krager, City of Colorado Springs Transportation Manager, stated that most often the use of a disposed specialized vehicle would be used for the turn-in value of another specialized vehicle. She cited other instances where the funds would be returned to the member government's maintenance account to be utilized for other projects. The City continues to use the vehicles until they are told by fleet that it is no longer cost-effective.

Director Miller expressed appreciation for the CAC's work and the clarity the guidelines offered.

Director Stevens felt that #6 was onerous on the staff and the accounting side. He felt it was more of a suggestion and hard to enforce and he recommended changing the word "request" to "encouraged" in #7.

Ms. Krager stated that the City had no issues with item #6 as presented.

Director Bennett made a motion to approve the above policy as presented with the following revisions: in item #1, change the word "truck" to "vehicles" and in item #7, change the word "requested" to "encouraged."

Director Stevens seconded the motion. The motion carried unanimously.

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

Mr. Sonnenburg stated that the CAC reviewed the red-lined version of the draft amendments to the Comprehensive IGAs at their August meeting. The CAC requested more time to devote to the review and the Board granted the additional time with a recommendation requested at the Board's September meeting.

10. PPRTA Member Announcements

Under this item, Mr. Jason Wilkinson, PPACG's Policy & Communications Manager, presented an overview of the PPRTA's new website. It was requested that the Board members use different browsers to access the site and provide feedback to staff on any and all aspects of the site.

11. Adjournment

Chair Lathen adjourned the public meeting at 3:54p.m.



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**PPRTA Special Board Meeting Minutes**

**Friday, August 29, 2014 – 9:00 a.m.**

**Pikes Peak Area Council of Governments Main Conference Room**

**MEMBERS PRESENT**

**City of Colorado Springs**

Councilmember Merv Bennett

**Town of Green Mountain Falls**

Mayor Pro Tem Tyler Stevens

**City of Manitou Springs**

Mayor Marc Snyder

**El Paso County**

Commissioner Amy Lathen, Chair

Commissioner Dennis Hisey

**Town of Ramah**

Mayor Keith McCafferty

**MEMBERS ABSENT**

**El Paso County**

Commissioner Peggy Littleton

**City of Colorado Springs**

Councilmember Joel Miller

Councilmember Jan Martin

**OTHERS PRESENT**

Staff of Member Governments and Citizens

**PIKES PEAK RTA STAFF PRESENT**

Mr. Rob MacDonald, Secretary

Mr. Rick Sonnenburg, Program/Contracts Manager

Ms. Jennifer Ivey, Legal Counsel

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

Chair Amy Lathen established a quorum and called the meeting to order at 9:15 a.m. Ms. Jennifer Ivey, PPRTA legal counsel, requested if all six Directors agreed to waive the 72-hour notice requirement in the Board Bylaws. All six Directors affirmed that they were waiving the 72-hour notice in the Board Bylaws.

**2. Approval of the Agenda**

There was a motion by Director Bennett, seconded by Director Snyder to approve the Agenda. The motion was carried unanimously.

**3. Public Comment Period for Items not on the Agenda**

None.

**4. Executive Session**

There was Board consensus to receive, in open session, legal advice on specific legal questions for determining negotiations, developing strategy for negotiations, and instructing negotiators, all related to pending litigation with Contract Management, Inc., d/a/a U.S. Roads.

Ms. Jennifer Ivey, PPRTA legal counsel, presented U.S. Roads' proposal to release the PPRTA from pending litigation with the understanding that the PPRTA will not seek reimbursement for its legal expenses related to the pending suit.

**5. Consider settlement with Contract Management, Inc., d/b/a U.S. Roads**

After discussion with legal counsel, Director Hisey moved to accept the offer to be released from the suit, without attempting to recoup legal fees. Director Stevens seconded the motion. The motion carried unanimously.

**6. PPRTA Member Announcements**

**7. Adjournment**

Chair Lathen adjourned the public meeting at 9:22 a.m.

MEMBERS PRESENT

Commissioner Jay Martin  
Commissioner Joel Miller  
City of Colorado Springs

Commissioner Peggy Littleton  
City of Manitou Springs

OTHERS PRESENT

Mr. Rick Sommerburg, Program/Contract Manager  
Ms. Jennifer Ivey, Legal Counsel  
Mr. Rob MacDonald, Secretary

OTHERS PRESENT

Staff of Member Governments and Citizens

1. Call to Order/Establish a Quorum

Chair Amy Lathen established a quorum and called the meeting to order at 9:13 a.m. Ms. Jennifer Ivey, PPRTA legal counsel, requested that all six Directors agree to waive the 72-hour notice requirement in the Board Bylaws. All six Directors affirmed that they were waiving the 72-hour notice in the Board Bylaws.

2. Approval of the Agenda

There was a motion by Director Bennett, seconded by Director Sawyer to approve the agenda. The motion was carried unanimously.