



Colorado Springs

El Paso County

Manitou Springs

Green Mountain Falls

**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, September 12, 2007 - 1:30 p.m.
PPACG Main Conference Room
15 S. 7th Street, Colorado Springs**

MEMBERS PRESENT

El Paso County Directors

Commissioner Wayne Williams, Vice Chair

Commissioner Sallie Clark

Commissioner Dennis Hisey

City of Manitou Springs Director

Mayor Pro Tem Mark Morland

City of Colorado Springs Directors

Vice Mayor Larry Small, Chair

Councilmember Jerry Heimlicher

Town of Green Mountain Falls Director

Mayor Tyler Stevens

MEMBERS ABSENT

Colorado Springs Director

Mayor Lionel Rivera

OTHERS PRESENT

Mr. Ed Icenogle, Legal Counsel

Mr. Rob MacDonald, Board Secretary

Ms. Barb Louricas, Recording Secretary

Ms. Beverly Majewski, Finance Manager

Mr. Rick Sonnenburg, Program/Contracts Manager

Citizens and Member government employees

1. CALL TO ORDER/INTRODUCTIONS

Colorado Springs Director Small established a quorum and called the meeting to order at 1:30 p.m.

2. APPROVAL OF THE AGENDA

El Paso County Director Williams made a motion to approve the agenda. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA

There were no comments.

4. APPROVAL OF MINUTES FROM AUGUST 8, 2007 REGULAR BOARD MEETING

El Paso County Director Williams made a motion to approve the minutes of the August 8, 2007 meeting. Colorado Springs Director Heimlicher seconded the motion. The motion passed by a unanimous vote.

5. CITIZEN ADVISORY COMMITTEE MONTHLY REPORT

Mr. Tom Harold, Chair of the PPRTA CAC, indicated that during the public comment period at the PPRTA CAC meeting, comment was received regarding funding of the long-term maintenance of the landscape improvements to the Woodmen Road corridor project.

Mr. Tom Harold reported that the PPRTA CAC recommended that the Board approve the administrative budget in the amount of \$50,000 for public outreach activities.

El Paso County Director Williams requested how the funding would be used. Mr. Tom Harold said that \$28,000 would be used for the annual report mailing and \$22,000 would be set aside for undetermined public outreach expenses.

El Paso County Director Hisey and Green Mountain Falls Director Stevens arrived at the meeting at 1:34 p.m.

El Paso County Director Williams said he does not want to allocate funding for amounts that are not specified so that more funds can be given to the construction projects.

6. 2007 CAPITAL, MAINTENANCE, PUBLIC TRANSPORTATION, AND ADMINISTRATION CONTRACTS

City of Colorado Springs

Mr. Clyde Pickering, City of Colorado Springs, requested the approval of two contracts and one change order:

1. Resource International, Inc., Maintenance (2007 Roadway Maintenance Program), \$35,420
2. Lawrence Construction Company, Capital (Cimarron Street Bridge), \$5,897,537.87
3. Drexel Barrell and Company Change Order, Capital (Las Vegas Widening Project), \$44,835

Mr. Clyde Pickering handed out a revised summary sheet which was updated because of a contract that was recently executed with Lawrence Construction Company for the Cimarron Street Bridge project. Mr. Pickering gave a timeline and an update on the Cimarron Street Bridge project.

Colorado Springs Director Heimlicher made a motion to approve two contracts and one change order for the City of Colorado Springs. El Paso County Director Clark seconded the motion. The motion passed by unanimous vote.

Mr. Ed Icenogle, PPRTA Counsel, indicated that the request by the City of Colorado Springs for the Cimarron Street Bridge project also has a request to waive the requirement for approval of change orders. Colorado Springs Director Small indicated that the request for waiver will be discussed in Agenda Item No. 7.

City of Manitou Springs

Mr. Vern Widom, Manitou Springs City Administrator, requested the approval of one contract:

1. Kiewit Western Company, Maintenance (Manitou Springs 2007 Overlay Program), \$172,688.50

El Paso County Director Williams made a motion to approve one contract for the City of Manitou Springs. Manitou Springs Director Morland seconded the motion. The motion passed by unanimous vote.

7. ADMINISTRATIVE ACTIONS AND REPORTS

Financial Reports

Ms. Beverly Majewski, PPRTA Financial Manager, reported that sales and use tax revenue for July is below budget by \$684,503. The year-to-date sales and use tax revenue is below budget by \$2,462,319. Ms. Majewski reported that the year-to-date interest earnings are \$2,230,341, which is \$1,230,341 ahead of budget.

The Board discussed various scenarios of overspending by a member government in their budget and the consequences that will result in the following budget year.

Ms. Beverly Majewski discussed earning interest on the PPRTA funds.

FY-2008 Budget Calendar and Administrative Budget Discussion

Ms. Beverly Majewski requested approval of the proposed 2008 budget calendar. She indicated that it satisfies the legal requirements of the state of Colorado.

Ms. Beverly Majewski indicated that the preliminary administrative budget is allocated before the capital, transit, and maintenance portions of the budget. Ms. Majewski reported that the PPRTA CAC made a recommendation to the Board that \$50,000 be allocated to public outreach activities. If the money is not spent, the funding will be allocated to project funding. Ms. Majewski said she would provide details of the administrative budget with the budget at next month's meeting.

El Paso County Director Williams said that the projected budget of 2008 is \$2.3 million less than the budget for 2007 and, therefore, does not want to allocate unspecified funds to public outreach in the administrative budget.

El Paso County Director Williams made a motion to approve the budget calendar and approve \$28,000 in additional funding to the administrative budget for public outreach expenditures. El Paso County Director Hisey seconded the motion.

El Paso County Director Clark advised that the PPRTA CAC make recommendations for specific expenditures to support public outreach activities. El Paso County Director Williams said that the PPRTA Board wants to keep the PPRTA administrative budget as low as possible and certainly below 1%.

The motion passed by unanimous vote.

Quarterly Reports from the Member Governments

There were no questions.

Staff Field Review Report

There were no questions.

Colorado Springs Director Heimlicher said that the completed PPRTA signs have been placed in good locations where they can be easily seen by commuters.

Amend Agenda and Review Colorado Springs' Request to Waive Contract Change Order Approval Requirements for Cimarron Street Bridge Project

El Paso County Director Williams made a motion to amend the agenda to review a request by the City of Colorado Springs to waive the change order approval requirements for the Cimarron Street Bridge project. Manitou Springs Director Morland seconded the motion. The motion passed by a unanimous vote.

Mr. Clyde Pickering requested that the PPRTA Board approve a waiver to the IGA for this project that allows change orders up to \$100,000 on an individual change order basis and 10% of the contract on an aggregate basis not be approved by the PPRTA Board. Mr. Pickering requested that change orders on this project not be required to be approved until after they reach \$590,000.

Mr. Lee Jennings, Colorado Springs Contracts and Purchasing, explained the approval process for contract change orders.

Colorado Springs Director Small suggested that approval be a joint approval by the Chair and Vice Chair so that no expenditure would be made without review and approval by two people.

El Paso County Director Williams made a motion to approve the request by the City of Colorado Springs on the Lawrence Construction Company contract for the Cimarron Street Bridge project to allow a modification of 10% of the contracted amount on an aggregate basis subject to aggregate changes of up to \$100,000 being approved by the Chair and Vice Chair. El Paso County Director Hisey seconded the motion. The motion passed by unanimous vote.

8. OTHER ACTIONS AND REPORTS

City of Colorado Springs Request for Line Item Funds Transfer

Ms. Sherre Ritenour, Colorado Springs Transit Services Division Manager, requested approval of a line item transfer in the amount of \$329,000 from the capital budget to the operating budget. The transfer is requested to meet the local match funding required for FREX buses.

El Paso County Director Williams made a motion to approve a line item transfer in the amount of \$329,000 from Transit capital budget to the Transit operating budget. El Paso County Director Hisey seconded the motion. The motion passed by unanimous vote.

El Paso County Request for Line Item Funds Transfer

Mr. Paul Larch, El Paso County Department of Transportation, requested PPRTA Board approval for El Paso County to transfer \$109,900 from Akers Road project to Baptist-Hodgen Road project. The Akers Road project has been completed and was under budget.

El Paso County Director Williams made a motion to approve a line item funds transfer in the amount of \$109,900 from Akers Road project to Baptist-Hodgen Road project. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

City of Colorado Springs Powers Boulevard Right-of-Way Acquisition Project Update and Revised Priorities

Mr. Craig Blewitt, Colorado Springs Transportation Planning Manager, gave an update on the Powers Boulevard right-of-way acquisition project and the proposed revised property acquisition list. Mr. Blewitt said that the property acquisition is funded for approximately \$5.8 million in the 2007 PPRTA capital budget. Mr. Blewitt said that CDOT has closed on three properties. All property acquisitions are approved by the City of Colorado Springs.

Mr. Dale Weaver, CDOT Powers Corridor Manager, provided details on the three parcels that were purchased for a total cost of \$676,500, and also provided details on other parcels and where they are in the acquisition process.

El Paso County Director Williams made a motion to approve the revised prioritized list of properties to be acquired for Powers Boulevard right-of-way as proposed. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

City of Colorado Springs Updated List of Transit Services 2007 PPRTA-Funded Agreements/Contracts

Commissioner Sallie Clark said that transit service to Manitou Springs on Saturdays and Sundays does not run early enough for citizens to get to work.

Green Mountain Falls Director Stevens asked about increased service to Green Mountain Falls. Ms. Sherre Ritenour indicated that the Woodland Park Express demonstration project will start in the fall of 2008 that will have a connection to Green Mountain Falls.

City of Colorado Springs Monthly Change Order Report

There were no questions.

9. PIKES PEAK RTA MEMBER ANNOUNCEMENTS

There were no announcements.

10. ADJOURNMENT

Colorado Springs Director Heimlicher made a motion to adjourn the meeting. El Paso County Director Clark seconded the motion. The motion passed by unanimous vote. The meeting was adjourned at 2:33 p.m.