



Colorado Springs

El Paso County

Manitou Springs

Green Mountain Falls

**BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Wednesday, December 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 Marc Snyder

**City of Colorado Springs Directors**

**Vice Mayor Larry Small, Chair**

Councilmember Jerry Heimlicher

Mayor Lionel Rivera

**Town of Green Mountain Falls Director**

Mayor Tyler Stevens

***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 1:35 p.m.

**2. APPROVAL OF THE AGENDA**

El Paso County Director Clark made a motion to approve the agenda with the addition of Agenda Item No. 2A, *Resolution of Appreciation for Mayor Mark Morland*, and Agenda Item No. 11H, *Hancock Bridge over Templeton Gap Floodway*. El Paso County Director Williams seconded the motion. The motion passed by unanimous vote.

*Mayor Tyler Stevens arrived at 1:37 p.m.*

**3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA**

Mr. Tim La Fond, citizen, commended the PPRTA Board on use of expenditures for maintenance and capital projects. Mr. La Fond requested that local funding be used for improved transit routes for local transit services.

*Commissioner Dennis Hisey arrived at 1:42 p.m.*

*Mayor Lionel Rivera arrived at 1:43 p.m.*

Colorado Springs Director Small read a Resolution of Appreciation to Mayor Mark Morland for his service to the PPRTA Board of Directors.

Green Mountain Falls Director Stevens made a motion to approve the Resolution of Appreciation to Mayor Mark Morland. El Paso County Director Williams seconded the motion. The motion passed by unanimous vote.

#### **4. APPROVAL OF MINUTES FROM NOVEMBER 14, 2007 REGULAR BOARD MEETING**

El Paso County Director Williams made a motion to approve the minutes. El Paso County Director Clark seconded the motion. The motion passed by a unanimous vote.

#### **5. CITIZEN ADVISORY COMMITTEE MONTHLY REPORT**

Mr. Tom Harold, Chair of the Citizens Advisory Committee, reported that the CAC discussed the following items at their December meeting:

- Mr. Vince Rusinak made public comments regarding the intersection design for Woodmen Road/ Academy Boulevard.
- FY-2008 Budget—Funding for Human Service Specialized Transportation Providers: Mr. Harold requested that information be provided from Fountain Valley Senior Services as it has been provided by all of the other human service providers. Mr. Harold said that the PPRTA CAC recommended that a competitive process be established for the future funding of the human service providers.
- Recommended that the Board approve draft revisions to the 2<sup>nd</sup> Amendment to the Comprehensive IGA with the City of Colorado Springs
- Recommended that the Board approve City of Colorado Springs and El Paso County contracts
- Recommended that the Board approve a change to the PPRTA CAC bylaws to allow three one-year terms for the officer positions
- Recommended that the Board approve the list of line item funds transfers for Colorado Springs Metro Transit
- Update on membership attendance and status

#### **6. FY-2008 BUDGET PUBLIC HEARING AND APPROVAL OF THE BUDGET**

Colorado Springs Director Small indicated that the budget would be open for public input.

Ms. Beverly Majewski, PPRTA Financial Manager, said that a copy of the draft budget has been on display at the front desk of PPACG. Ms. Majewski indicated that the following changes have been made to the original budget submission: 1) Colorado Springs Metro Transit fare box revenue increase of \$108,000, 2) Colorado Springs Metro Transit fixed route costs were reevaluated upwards, and 3) Colorado Springs Metro Transit FREX operating costs reevaluated downward; and 4) Colorado Springs Metro Transit budget line item changed based on human service provider requests for additional funding.

Ms. Sherre Ritenour, City of Colorado Springs Transit Services Manager, indicated that the City of Colorado Springs was able to fund \$710,000 of the \$3.1 million of additional expenditures. Ms. Ritenour said that 14,000 service hours was for the north PPRTA contract. Ms. Ritenour said that additional funding was for the FREX budget until the apportionments from the FREX partner governments could be determined.

Manitou Springs Director Snyder inquired about the reserve fund policy. Mr. Tom Harold discussed the PPRTA CAC's discussions on the use of reserves. El Paso County Director Williams indicated that reserves have been used for federal grant matches or one-time emergency uses. El Paso County Director Williams said that funding ongoing operations out of reserves is not a long-term solution because reserves must be paid back. Manitou Springs Director Snyder suggested that the reserve policy for transit be reduced from 10% (3% TABOR and 7% regular) to 9% (3% TABOR and 6% regular).

Colorado Springs Director Rivera made a motion to approve the FY-2008 budget for the PPRTA. El Paso County Director Williams seconded the motion. The motion passed by a unanimous vote.

***El Paso County Director Williams made a motion to appropriate funds for the FY-2008 PPRTA budget with transit human services providers being funded at \$200,000 for Fountain Valley Senior Services, \$40,000 for Amblicab, and \$70,000 for Silver Key Senior Services. El Paso County Director Hisey seconded the motion.***

Mr. David Shaffer, President/CEO of Silver Key, requested \$300,000 of funding for 2008 because that was the funding level provided to them in 2006 and 2007. Mr. Shaffer said funding reductions would mean cuts in 15,000 service trips and that would be a huge impact to the community.

Ms. Jane Hammoud, Executive Director of Pikes Peak Partnership which manages Disability Services, Inc. that operates Amblicab, said that her organization has received the same funding since 2000. Three years ago, they started receiving funding from the PPRTA in the amount of \$30,000. Ms. Hammoud said that without increased funding, they will cut service of one vehicle, 3,000 rides. Ms. Hammoud said one vehicle and driver costs approximately \$50,000.

Mr. David Ervin, The Resource Exchange (TRE), said he is requesting \$200,000 in funding and without additional funding for TRE, 15,200 rides will be cut.

Ms. Majewski said that Transit's non-TABOR portion of the reserve budget is \$490,000.

El Paso County Director Clark made a motion to appropriate \$150,000 from the transit reserve budget to Silver Key Senior Services, The Resource Exchange, and Amblicab and requested that the PPRTA CAC make a recommendation for the funding allocations by the January 9 PPRTA Board meeting. El Paso County Director Hisey seconded the motion. The motion passed by majority vote with one dissenting vote by El Paso County Director Williams.

Colorado Springs Director Rivera made a motion to amend the proposed budget by moving \$150,000 from the transit reserve and appropriating it in the 2008 budget for Transit to allocate to the human service providers. Manitou Springs Director Snyder seconded the motion.

Mr. Ron Mitchell indicated that the \$150,000 Transit reserve will be restored in the 2009 budget. El Paso County Director Williams indicated that the proposed advance from Transit reserves is not a long-term commitment for funding to human service providers.

Mr. Rob MacDonald said that a Mobility Manager position was approved in the 2008 PPACG budget. The Specialized Transportation Advisory Subcommittee is a subcommittee of PPACG and their mission is to provide solutions for specialized transportation. The Pikes Peak Area Agency on Aging, a program of PPACG, and CCOST will determine the funding sources of federal, state, and local resources and identify funding processes.

El Paso County Director Williams requested that the PPRTA CAC make a recommendation to the PPRTA Board on how to allocate funds based on a merit-based system and, at a later date, develop a recommendation for funding levels and allocation of future funding to human service providers.

The motion passed by unanimous vote.

El Paso County Director Williams made a motion to appropriate \$150,000 in the 2008 budget and allocate the funds after the recommendation is received from PPRTA CAC in January. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

#### **7. RESOLUTION APPROVING SECOND AMENDMENT TO THE COMPREHENSIVE IGA WITH THE CITY OF COLORADO SPRINGS**

Mr. Ron Mitchell recommended a process change for the processing of Transit invoices, which will require an amendment to the Comprehensive IGA. Mr. Mitchell requested that invoices be paid initially by the City of Colorado Springs on behalf of the PPRTA and be reimbursed by the PPRTA on a monthly basis.

El Paso County Director Williams made a motion to approve the second amendment to the Comprehensive IGA with the City of Colorado Springs pertaining to procedures for reimbursement of transit invoices by the PPRTA. Colorado Springs Director Heimlicher seconded the motion. The motion passed by a unanimous vote.

#### **8. 2007 CAPITAL, MAINTENANCE, PUBLIC TRANSPORTATION, AND ADMINISTRATION CONTRACTS**

##### City of Colorado Springs

Mr. Ron Mitchell, City of Colorado Springs Public Works Director, requested the approval of the following contracts:

1. Nolte Associates, Inc. Change Order No. 3, Capital (PPRTA Capital Project Management and Construction Inspection Services), \$996,272
2. Nolte Associates, Inc. Change Order No. 4, Maintenance (PPRTA Roadway Maintenance Program), \$999,996.96
3. 20 Consultant Contracts, Capital and Maintenance (PPRTA On-Call Professional Services), \$250,000 each
4. 2008 Contract extensions—listed as an attachment to a memo dated November 26, 2007
5. To be determined, Maintenance (Emergency bridge repair-*Hancock Bridge at Templeton Gap Floodway*), \$50,000-\$75,000

*Contract number 5 for a contract for emergency bridge repair was initially put on the agenda as Agenda Item No. 11H and was voted on with the list of above contracts for the City of Colorado Springs.*

Colorado Springs Director Rivera made a motion to approve the above list of contracts for the City of Colorado Springs. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

## El Paso County

Mr. John McCarty, El Paso County Department of Transportation Director, requested the approval of two contract renewal options:

1. Ideal Concrete, Inc., Maintenance, (Concrete Surface Drainage-curb, gutter, sidewalk)
2. Rocky Mountain Materials & Asphalt, Maintenance (Hot Mix Asphalt Paving)

El Paso County Director Williams made a motion to approve two contract renewal options for El Paso County. El Paso County Director Hisey seconded the motion. The motion passed by unanimous vote.

## **9. CITIZEN ADVISORY COMMITTEE MEMBER APPOINTMENTS**

Mr. Rick Sonnenburg, PPRTA Program and Contracts Manager, reminded the Board that four members of the PPRTA CAC have membership terms that expire on December 31, and they are: 1) Mr. Joe Vaccaro (Colorado Springs CTAB member), 2) Mr. Brian Wess (El Paso County HAC member), 3) Mr. Chris Verlo (Manitou Springs member) and 4) Mr. Vic Andrews (member at large). Mr. Vic Andrews and Mr. Chris Verlo have indicated that they will not seek reappointment. A letter of reappointment has been received from El Paso County for Mr. Brian Wess.

Mr. Sonnenburg recommended that an ad-hoc committee of the Board be established to fill the vacant at-large seats.

El Paso County Director Williams made a motion to approve the reappointments of Mr. Brian Wess and Mr. Joe Vaccaro. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

El Paso County Director Williams, Green Mountain Falls Director Stevens, and Manitou Springs Director Snyder will be on the ad-hoc committee to meet regarding the at-large CAC appointments.

## **10. ADMINISTRATIVE ACTIONS AND REPORTS**

### Financial Reports

Ms. Beverly Majewski reported that October sales and use tax receipts were \$90,556 ahead of budget, and .14% ahead of prior year-to-date actual. Ms. Majewski reported that year-to-date interest revenue is \$2 million ahead of budget.

El Paso County Director Clark requested a presentation from Ms. Nicola Sapp, El Paso County Finance Director, in January or February regarding the Colorado Department of Revenue.

### Revision to CAC Bylaws Regarding Term Limits for CAC Officers

Mr. Rick Sonnenburg reported that the PPRTA CAC bylaws state that PPRTA CAC members may serve two one-year consecutive terms in the officer positions. Mr. Sonnenburg indicated that the PPRTA CAC made a recommendation to the PPRTA Board to approve a change to the PPRTA CAC bylaws to allow three one-year terms for officer positions on the PPRTA CAC.

Colorado Springs Director Rivera made a motion to approve a change to the PPRTA CAC bylaws to allow officers to serve on the CAC for three one-year terms. El Paso County Director Williams seconded the motion. The motion passed by unanimous vote.

### Staff Field Review Report

There were no questions.

### Board Appointments and Administrative Actions for 2008

Mr. Rick Sonnenburg reminded the Board that each of the member governments must submit a letter indicating the names of their director appointments.

Mr. Sonnenburg indicated that at the January 9 PPRTA Board meeting, officers for 2008 will be selected. An El Paso County Director will be selected as the Chair and a Colorado Springs Director will be selected as Vice Chair.

A break was taken from 3:45 p.m. to 4:05 p.m.

## **11. OTHER ACTIONS AND REPORTS**

### City of Colorado Springs Woodmen Road Corridor Improvements Project Update

Mr. Rob Kidder, Colorado Springs City Engineering Office, introduced Mr. Dan Krueger, Colorado Springs City Engineering Office, and they will provide an update on the Woodmen Road improvement project. Mr. Kidder said that the project will be constructed to a parkway standard. The funding sources will be federal, City of Colorado Springs, and PPRTA.

Mr. Dan Krueger indicated that phase one is from I-25 to slightly east of Sam's Club at the intersection of Woodmen Road/Academy Boulevard. Phase two will construct six lanes from Woodmen Road to Powers Boulevard. Phase three will construct an interchange at Woodmen Road and Union Boulevard, which is not funded nor scheduled.

### City of Colorado Springs Milton E. Proby Parkway Project Update

Mr. Andy Garton, Colorado Springs City Engineering, provided a project update on the Milton E. Proby Parkway, which is the western edge of the South Metro Accessibility Study project. Various alternatives have been considered and public outreach meetings have been held with neighborhood groups in the Deerfield Hills area. The estimated project cost is between \$50-\$58 million. PPRTA has \$53.1 million, which will be available in 2010.

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

There were no questions.

### City of Colorado Springs Line Item Funds Transfers for Metro Transit

El Paso County Director Williams made a motion to approve the list of line item funds transfers for City of Colorado Springs Metro Transit. Manitou Springs Director Snyder seconded the motion. The motion passed by unanimous vote.

### El Paso County South Academy Intersection at Pikes Peak Community College Update

Mr. John McCarty provided an update on the intersection upgrade at Pikes Peak Community College and South Academy Boulevard. Mr. McCarty indicated that a facilitator conducted a Design Charette with the stakeholders to design an intersection project for improved access to Pikes Peak Community College and South Academy Station, a new commercial and residential development.

### Quarterly Reports from Member Governments

Mr. Rick Sonnenburg said that pursuant to the Comprehensive IGAs between the PPRTA and each of the four member governments, each of the member governments are required to provide a quarterly status report on capital and maintenance projects within 50 days after the end of a quarter. Mr. Sonnenburg said that the quarterly reports from the four member governments are attached.

### Maintenance of Effort Reports

Mr. Rick Sonnenburg said that each of the member governments have been informed that their maintenance of effort reports are due at the end of the year. Mr. Sonnenburg indicated that responses from several of the member governments requested that the maintenance of effort reports be presented at the February PPRTA CAC and Board meetings.

## **12. PIKES PEAK RTA MEMBER ANNOUNCEMENTS**

There were no announcements.

## **13. ADJOURNMENT**

Colorado Springs Director Small adjourned the meeting at 4:45 p.m.