



Colorado Springs

El Paso County

Manitou Springs

Green Mountain Falls

**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, March 14, 2007 - 1:30 p.m.
PPACG Main Conference Room
15 S. 7th Street, Colorado Springs**

MEMBERS PRESENT

El Paso County Directors

Commissioner Sallie Clark

Commissioner Dennis Hisey

Commissioner Wayne Williams, Vice-Chair

City of Manitou Springs Director

Mayor Pro Tem Mark Morland

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 1:30 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

Mr. Steve Mulliken, Immediate Past Chair of Silver Key Board, indicated that Silver Key will not be requesting increased funding for Silver Key at this time.

Mr. Kelly Finnegan, Chief Financial Officer for Silver Key, handed out schedules of: Transportation Trips for 2006, Breakdown of Valid Trips for 2006, Transportation Revenue and Expenses, Transportation Revenue Sources, Transportation Expenses by Category, and Transportation Expenses for 2006. Mr. Finnegan said that the cost per trip is \$15.49.

El Paso County Director Williams inquired about the amount of unrestricted contributions. Mr. Kelly Finnegan will provide him with that information.

El Paso County Director Clark inquired about the amount of contributions that are set aside for Transportation. Mr. Steve Mulliken said that a specific amount is not set aside for transportation. El Paso County Director Clark requested that the total budget of Silver Key be made available.

4. APPROVAL OF MINUTES FROM FEBRUARY 14, 2007 REGULAR BOARD MEETING

Colorado Springs Director Heimlicher made a motion to approve the minutes. Green Mountain Falls Director Stevens seconded the motion. The motion passed by a unanimous vote.

5. CITIZEN ADVISORY COMMITTEE MONTHLY REPORT

Ms. Jan Doran, Pikes Peak RTA Citizen Advisory Committee (CAC) 1st Vice-Chair, said there were no additional items to add from the report. There was a budget workshop for 2006 excess revenue.

Colorado Springs Director Heimlicher inquired what the CAC recommendation is regarding the Colorado Springs presentation on excess revenue. Ms. Jan Doran said that she had no recommendation on behalf of the CAC because it was an information item, not an action item.

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

City of Colorado Springs

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

1. Concrete Express, Inc., Maintenance (2007 Concrete Work on Curb, Gutter, and ADA ramps), \$467,685

El Paso County Director Williams made a motion to approve the contract for Concrete Express, Inc. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

2. CH2M HILL, Inc., Capital (Design Contract for Cimarron Street Bridge), \$320,000

Mr. Cam McNair, Colorado Springs City Engineer, indicated that because of timing, this contract has not been presented to the CAC before being presented to the Board. The cost of the contract is \$320,000 to finish the design phase and provide construction management support services during the construction phase. Funds of \$450,000 have already been expended on this project through COSMIX for design/build services but the construction portion of the bid came in more than \$4 million over the budgeted amount. Therefore, Rockrimmon Constructors (the COSMIX contractor) has not been awarded the design/build contract, and the bidding process for construction will begin in August and construction will begin in October.

El Paso County Director Clark inquired if the design of the bridge will change with the new contract. Mr. Cam McNair responded that the aesthetics of the design will not change. The elements of street improvements to Sierra Madre may change.

El Paso County Director Clark requested that if the design changes that the stakeholders be informed. Mr. Cam McNair said that stakeholders will be informed. Colorado Springs Director Heimlicher requested that any changes from the original design be made known to the stakeholders, City Council, and the Pikes Peak RTA.

El Paso County Director Williams encouraged that the bridge project adhere to the project budget because there are numerous projects to be constructed on Lists A, B, and C. The scope of the Cimarron Street Bridge was changed and there is no more funding available for cost overruns.

Colorado Springs Director Small requested CAC input from Ms. Jan Doran.

Ms. Jan Doran indicated it was discussed at the last CAC meeting. Because the City was in the discussion stage with the contractor, no funding amounts were disclosed. The CAC was in agreement that the contract move forward to the Board without the CAC approval.

El Paso County Director Hisey made a motion to approve the contract with CH2M HILL in the amount of \$320,000 for design of the Cimarron Street Bridge and authorize the Board Chair to sign the contract. El Paso County Director Clark 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 one contract:

1. Aquila, Inc., Capital (Baptist/Hodgen Road-relocation of gas main), \$227,272.15

El Paso County Director Williams made a motion to approve the contract with Aquila. El Paso County Director Hisey seconded the motion. The motion passed by unanimous vote.

7. OTHER REPORTS

Financial Reports

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, reported that the sales and use tax for January was \$5,173,846, which was \$45,790 ahead of the budget and 3.07% over last January. Ms. Majewski reported that interest earnings are \$358,000 over budget. Ms. Majewski reported that on page 3, it appears that the Union Boulevard/Palmer Park Boulevard improvements appear to be over budget by \$46 but there will be a 2006 carryover applied to the line item to cover it.

City of Colorado Springs Update on Cimarron Street Bridge Over Conejos Street

Mr. Cam McNair, Colorado Springs City Engineer, gave an update on the demolition of the south side of the bridge. The demolition phase is under contract with Rockrimmon Constructors. The demolition will occur in March.

Discussion was held regarding alternatives to the proposed bridge construction and schedule. Mr. McNair said that the various scenarios were discussed at length with the Colorado Springs City Council.

City of Colorado Springs 2007 Transit Service Expansion/Improvements

Ms. Corinne Donahue asked for questions. There were none.

City of Colorado Springs Monthly Change Order Report

There were no questions.

Quarterly Reports from Member Governments

Green Mountain Falls Director Tyler Stevens requested that only updates be provided by the City of Colorado Springs to reduce paperwork.

El Paso County Director Williams said that the full list is a useful tool.

Staff Field Review Report

Colorado Springs Director Heimlicher requested that signage at Pikes Peak RTA projects be posted closer to the project. Mr. Ron Mitchell said that when signs are at the work zone, they become damaged. They will look at the signage at each project site to determine the best location to post the signage.

Mr. Ron Mitchell indicated that after completion of a project, signs were to be left for 30 days. El Paso County Director Williams requested that signs be left up for several months. El Paso County Director Clark agreed and also said that signs are dirty and requested that they be kept clean. El Paso County Director Clark suggested that another sign be developed for project completion and requested input from the CAC as to the length of time "completion" signs should remain standing.

Mr. Tom Harold, Pikes Peak RTA CAC Chair, provided several suggestions for project completion signage.

Ms. Mary Scott, Colorado Springs Public Communications, indicated that she is willing to work with the designer of the original artwork and the Pikes Peak RTA CAC Subcommittee for Public Outreach.

8. 2006 EXCESS REVENUE DISCUSSION AND RECOMMENDATION WORKSHOP

Ms. Beverly Majewski said that there is excess revenue in 2006 and this workshop is being held to discuss options to carryover funds to 2007. The Pikes Peak RTA financial audit is scheduled for May, there will be another budget workshop in June, and a public hearing in July to amend the 2007 budget.

Ms. Majewski reported that there is \$519,123 of above budget net sales and use tax and \$1,138,838 of above budget interest earnings. There is also \$224,443 of above budget fare box revenue, which carries over to the amended 2007 Transit budget.

Ms. Beverly Majewski inquired about the use of excess revenues and gave historical funding decisions. Topics discussed were:

- Use the additional revenue from 2006 for projects in 2007
- Wait to see the revenue trend for the first few months of 2007 to determine if there will be a shortfall
- Determine the allocation of 2006 excess revenue
- Allocation of administrative budget savings

Mr. Ron Mitchell discussed how the City of Colorado Springs would like to use the additional funding. Mr. Mitchell suggested that the proposed budget amendment would be allocated for the City of Colorado Springs as follows: \$601,840 for Capital projects, \$437,637 for Maintenance projects, and \$390,239 for Transit projects.

Mr. Ron Mitchell indicated that the Colorado Springs City Council directed the staff of Colorado Springs to allocate the \$601,840 of Capital to a reserve account for the Cimarron Street Bridge. In addition, Mr. Mitchell reported the funding for Maintenance will be allocated to fund \$337,637 to curb, gutter, and sidewalk and \$100,000 to roadway safety and traffic operations; and for the Transit portion as follows: Amblicab for additional fuel costs in the amount of \$6,000, bus purchase and/or facilities in the amount of \$374,239, and membership fee for the Rocky Mountain Rail Association in the amount of \$10,000.

El Paso County Director Williams inquired about the number of Board members that would be allowed on the Rocky Mountain Rail Association Board.

El Paso County Director Williams inquired about the payback of reserves for the Silver Key advance funding in the 2006 budget and which line item the amount should be taken from. Mr. Ron Mitchell gave reasons why the funding should be allocated from the Capital budget versus the Transit budget.

Green Mountain Falls Director Stevens said that the Capital project for Green Mountain Falls is being estimated over the project budget. He requested that a portion of the excess Capital allocation be shared with the Town of Green Mountain Falls and City of Manitou Springs.

El Paso County Director Williams said that the Town of Green Mountain Falls has unspent Capital funds that are earning interest and they should be entitled to the amount of interest.

Mr. John McCarty said that there are two remaining Pikes Peak RTA projects that will go out for bid and they will have further information for the budget workshop. Mr. McCarty proposed that the Maintenance fund carryover be applied to additional handicap ramp conversations at intersections.

El Paso County Director Williams suggested that consideration be given by El Paso County and the City of Colorado Springs for additional pavement.

Mr. Mike Leslie, City of Manitou Springs Assistant City Administrator, indicated that the City of Manitou Springs would realize \$6,000 and could use the funds for overlay projects.

Colorado Springs Director Small requested that Ms. Mary Scott give a proposal on the newsletter for Pikes Peak RTA activities.

Mr. Tom Harold said that the Pikes Peak RTA CAC Subcommittee for Public Outreach was formed to increase the exposure of the Pikes Peak RTA. One of the concepts of the Subcommittee was an annual report that required reallocating Pikes Peak RTA funding. Ms. Mary Scott handed out the proposal.

Ms. Mary Scott said that the City of Colorado Springs produced annual progress reports for construction projects. Ms. Scott said that a prototype was designed to include all government entities of the Pikes Peak RTA. Ms. Scott showed an example of the year-end report.

El Paso County Director Williams indicated that the Board members would like to review and approve the document before it is mailed. Ms. Mary Scott said she would email an Adobe PDF file to the Board members. Ms. Scott said that the prototype has been approved by the member governments.

El Paso County Director Williams requested that the report not be mailed prior to the City election.

El Paso County Director Clark will attempt to get the fee waived for the cost of the mailing list from the El Paso County Clerk and Recorder.

Colorado Springs Director Heimlicher said that brochure looks like it is expensive to print and requested other printing alternatives be researched. Colorado Springs Director Small said that the major cost is in the design layout stage.

Mr. Rob MacDonald indicated that the administrative budget has no budget line item for the costs associated with the annual report. A budget amendment would be required as well as changes to the Administrative Services contract.

Ms. Beverly Majewski said that the unused portion of the administrative budget is typically allocated by percentage to the respective budgets, i.e., 55% capital, 35% maintenance, and 10% Transit, the reallocation would affect the other budgets.

Colorado Springs Director Rivera made a motion to approve a reallocation of the administrative budget for funding the mailing of the annual report and have the Administrative Services contract amendment presented at the next Board meeting. Colorado Springs Director Heimlicher seconded the motion.

Mr. Tom Harold indicated that the Subcommittee has also recommended improvements to the website that will cost approximately \$1,000 in software upgrades.

Colorado Springs Director Rivera amended his motion to authorize an amount not to exceed \$27,000 for funding the annual report mailing and the software upgrades to the Pikes Peak RTA website. Colorado Springs Director Heimlicher seconded the amended motion.

The motion passed by unanimous vote.

9. PIKES PEAK RTA MEMBER ANNOUNCEMENTS

There were no announcements.

10. PROPOSED EXECUTIVE SESSION

Colorado Springs Director Rivera departed the meeting at 3:20 p.m.

Mr. Ed Icenogle, Pikes Peak RTA Counsel, indicated that an Executive Session has been requested. The purpose of the Executive Session is related to the City of Colorado Springs Transit labor negotiations pursuant to Section 24-6-401 (4)(e).

All members present unanimously voted to go into Executive Session.

The Pikes Peak RTA Board went into Executive Session at 3:25 p.m. The Pikes Peak RTA Board came out of Executive Session at 3:41 p.m.

11. ADJOURNMENT

Colorado Springs Director Heimlicher made a motion to adjourn the meeting. Green Mountain Falls Director Stevens seconded the motion. Colorado Springs Director Small adjourned the meeting at 3:41 p.m.