



Colorado Springs

El Paso County

Manitou Springs

Green Mountain Falls

**BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Wednesday, January 9, 2008 - 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 Dennis Hisey

**City of Manitou Springs Director**

Mayor Eric Drummond

**City of Colorado Springs Directors**

Vice Mayor Larry Small, Chair  
Councilmember Jerry Heimlicher

**Town of Green Mountain Falls Director**

Mayor Tyler Stevens

***MEMBERS ABSENT***

**El Paso County Director**

Commissioner Sallie Clark

**City of Colorado Springs Directors**

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**

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

**2. APPROVAL OF THE AGENDA**

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

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

There were no public comments.

**4. APPROVAL OF MINUTES FROM DECEMBER 12, 2007 REGULAR BOARD MEETING**

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

## 5. BOARD APPOINTMENTS AND ADMINISTRATIVE ACTIONS FOR 2008

Mr. Rick Sonnenburg, PPRTA Program/Contracts Manager, indicated that he has received written and verbal notification about the PPRTA Board appointments from the member governments, as follows:

### City of Colorado Springs

Mayor Rivera-Regular  
Vice Mayor Small-Regular  
Councilmember Heimlicher-Regular  
Councilmember Hente-Alternate  
Councilmember Martin-Alternate

### Town of Green Mountain Falls

Mayor Stevens-Regular  
Mayor Pro Tem Bratton-Alternate

### El Paso County

Commissioner Williams-Regular  
Commissioner Clark-Regular  
Commissioner Hisey-Regular  
Commissioner Bensberg-Alternate

### City of Manitou Springs

Mayor Drummond-Regular  
Councilmember Snyder-Alternate

Mr. Sonnenburg indicated that the PPRTA Board officers for 2008 need to be selected. According to the bylaws, the Chair must be selected from El Paso County and the Vice Chair from the City of Colorado Springs, and a PPRTA Board secretary also needs to be appointed.

Mr. Sonnenburg requested ratification of the appointment of Ms. Maria Jindra from the El Paso County Highway Advisory Committee to the Citizen Advisory Committee. Ms. Jindra has replaced Mr. David Sealander.

Colorado Springs Director Heimlicher made a motion to nominate El Paso County Director Clark as the PPRTA Chair for 2008 and nominate Colorado Springs Director Small as PPRTA Vice Chair for 2008. Colorado Springs Director Small requested any other nominations. There were none. The motion passed by unanimous vote.

El Paso County Director Williams made a motion to reappoint Mr. Rob MacDonald as PPRTA Board Secretary. Colorado Springs Director Small requested any other nominations. There were none. The motion passed by unanimous vote.

*Green Mountain Falls Director Stevens arrived at 1:40 p.m.*

Colorado Springs Director Heimlicher made a motion to approve the appointment of Ms. Maria Jindra to the PPRTA Citizen Advisory Committee to represent El Paso County Highway Advisory Committee. El Paso County Director Hisey seconded the motion. The motion passed by a unanimous vote.

## 6. CITIZEN ADVISORY COMMITTEE MONTHLY REPORT

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

- CAC officers for 2008 officers were selected: Chair—Mr. Tom Harold; 1<sup>st</sup> Vice Chair—Ms. Jan Doran; 2<sup>nd</sup> Vice Chair—Mr. Justin McDonald
- The CAC recommended Board approval of Colorado Springs contracts
- The CAC recommended that the Board approve a funding allocation of \$150,000 to the human service transportation providers in the 2008 budget that was suggested to the CAC by the three providers of:  
1) \$60,000 for Silver Key, 2) \$43,000 for Amblicab, and 3) \$47,000 for The Resource Exchange.

- A subcommittee has been established to determine a process to fund the human service transportation providers for future budget cycles; the subcommittee consists of Mr. Tom Harold, Ms. Jan Doran, and Mr. Brian Risley, with Ms. Maria Jindra as an alternate.
- Process to show appreciation to outgoing CAC members

## **7. REPORT FROM EL PASO COUNTY FINANCIAL SERVICES DIRECTOR NICOLA SAPP**

Ms. Nicola Sapp, El Paso County Financial Services Director, handed out the following information: 1) *2005 & 2006 El Paso County Sales Tax Analysis; Results of December 4, 2007 Meeting with State*, 2) draft of *Colorado Department of Revenue Self-Audit Letter for El Paso County Vendors*, and 3) copy of the PowerPoint presentation that she gave to the PPRTA Board on June 6, 2007.

Ms. Sapp is continuing to work with the State of Colorado Department of Revenue regarding the 2005/2006 sales tax discrepancies with El Paso County and the PPRTA. She explained the details of the discrepancies and details of follow-up meetings that were held with the Department of Revenue. Ms. Sapp indicated that El Paso County staff will send out the self-audit letter to vendors, which requests the vendors to do an audit by February 28.

## **8. 2008 CAPITAL, MAINTENANCE, PUBLIC TRANSPORTATION, AND ADMINISTRATION CONTRACTS**

### City of Colorado Springs

Mr. Rob Kidder, Colorado Springs City Engineering Office, requested the following contract be approved:

- Pete Sprouse Construction, Inc., Bridge Maintenance (Repair Hancock Bridge at the Templeton Gap Floodway), \$60,428

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

## **9. FY-2008 BUDGET: FUNDING FOR HUMAN SERVICE SPECIALIZED TRANSIT PROVIDERS**

Mr. Rick Sonnenburg reminded the Board that on December 12, at their regular meeting, they appropriated \$150,000 from Metro Transit Reserve funds for additional funding for human service specialized transit providers—Silver Key, Amblicab, and The Resource Exchange. The Board requested the CAC make a funding recommendation to allocate to the three providers.

Mr. Sonnenburg said that the CAC received a recommendation from the three providers and the CAC recommended that the Board approve the allocation. The allocation is \$60,000 to Silver Key, \$43,000 to Amblicab, and \$47,000 to The Resource Exchange.

El Paso County Director Hisey made a motion to approve the allocation of \$60,000 to Silver Key, \$43,000 to Amblicab, and \$47,000 to The Resource Exchange; the total is \$150,000 to be taken from Metro Transit Reserve funds. Colorado Springs Director Heimlicher seconded the motion.

Manitou Springs Councilmember Snyder recommended that Transit reserve funds be adjusted from 10% to a lower percentage to allocate Transit reserve funds to other Transit programs.

The motion passed by unanimous vote.

Colorado Springs Director Small requested that the CAC and PPRTA staff consider Councilmember Snyder's recommendation regarding the Transit reserve funds. El Paso County Director Williams requested that three components be considered when discussing the Transit reserve funds: 1) mandatory TABOR reserve funds, 2) sufficient funds to match any grant fund opportunities that become available for Transit, and 3) changes that occur to fare box revenue, as well as other adjustments.

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

### Financial Reports

Ms. Beverly Majewski, PPRTA Financial Manager, indicated that the sales and use tax for November was \$5,617,241, which is \$29,465 behind budget and \$2,763,063 behind year-to-date budget. Ms. Majewski indicated that November is the fourth consecutive month that sales and use tax collections are over 2006 collections.

Ms. Majewski reported that interest earnings will be approximately \$2,250,000 ahead of budget. The state collection fee will be under budget by approximately \$140,000, and the new state collection fee will be adjusted to \$15,500 per month. The public transportation fare revenue will be over budget by \$328,091 and will be added to the transit carryover for 2008.

### Staff Field Review Report

There were no questions.

## **11. OTHER REPORTS**

### Citizen Advisory Committee Annual Report to the Board

Mr. Tom Harold provided details of the CAC Annual Report to the Board regarding the activities of the CAC for 2007.

El Paso County Director Williams made a motion to accept the 2007 Citizen Advisory Committee Annual Report to the Board. Green Mountain Falls Director Stevens seconded the motion. The motion passed by unanimous vote.

### City of Colorado Springs Metro Transit Line Item Funds Transfer

Ms. Sherre Ritenour, Colorado Springs Transit Services Division Manager, indicated that a line item funds transfer is necessary because of increased fuel costs. The estimated amount is \$85,410 and will be transferred from the Fixed Route Services line item (which is projected to be \$135,864 under budget for 2007) to the Fuel line item.

### Maintenance of Effort Reports

Mr. Rick Sonnenburg indicated that the maintenance of effort reports are due at the February meetings.

## **12. PPRTA MEMBER ANNOUNCEMENTS**

Mr. John McCarty, El Paso County Department of Transportation Director, announced construction will begin on South Academy between Pikes Peak Community College and Hwy. 115. Mr. McCarty gave details and timelines of the girder work, which will begin the night of Sunday, January 13 (weather permitting).

Mr. Ed Icenogle, PPRTA Attorney, indicated that he has been advised that the Town of Ramah made an inquiry about joining the PPRTA. Mr. Icenogle will provide the Town of Ramah with information about joining the PPRTA and report back to the PPRTA Board at the February meeting with a response.

## **13. ADJOURNMENT**

Colorado Springs Director Small adjourned the meeting at 2:35 p.m.