



Colorado Springs

El Paso County

Manitou Springs

Green Mountain Falls

**CITIZEN ADVISORY COMMITTEE
REGULAR MEETING MINUTES
Wednesday, December 3, 2008 - 1:30 p.m.
PPACG Lower Level Conference Room
15 S. 7th Street, Colorado Springs**

MEMBERS PRESENT

Citizen-At-Large

Mr. Tom Harold, Chair

Mr. Bernie Herpin

Ms. Bev Johnson

Citizen-At-Large Alternates

Dr. Kailash Jaitly

Ms. Kit Roupé

Mr. David Chestnutt

Colorado Springs CTAB

Ms. Jane Dillon

Mr. Joe Vaccaro

El Paso County HAC

Ms. Maria Jindra

Mr. Tom Rogers

Mr. Brian L.A. Wess

Green Mountain Falls

Mr. Stern Feinberg, Jr.

Manitou Springs

Mr. Ray Ferguson

MEMBERS ABSENT

Citizen-At-Large

Ms. Jan Doran, 1st Vice Chair

Mr. Justin McDonald, 2nd Vice Chair

Colorado Springs CTAB

Mr. Brian Risley

Green Mountain Falls

1 Vacancy

Manitou Springs

1 Vacancy

OTHERS PRESENT

Staff of Member Governments and Citizens

PIKES PEAK RTA STAFF PRESENT

Ms. Melissa Mundy, PPACG Recording Secretary

Ms. Beverly Majewski, Financial Manager

Mr. Rick Sonnenburg, Program/Contracts Manager

1. CALL TO ORDER

Chair Tom Harold established a quorum and called the meeting to order at 1:30 p.m. Chair Harold read the objectives of the Committee and announced that Mr. Steve Meyer would be replacing Mr. Tom Rogers on the Committee at the next meeting. Mr. Dennis Carpenter and Ms. Jane Brown will represent the Town of Ramah.

2. APPROVAL OF THE AGENDA

Mr. Bernie Herpin made a motion to approve the agenda. Ms. Maria Jindra 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 THE NOVEMBER 5, 2008 REGULAR COMMITTEE MEETING

Ms. Bev Johnson made a motion to approve the minutes. Mr. Tom Rogers seconded the motion. The motion passed by unanimous vote.

5. 2008 CAPITAL, MAINTENANCE, PUBLIC TRANSPORTATION, AND ADMINISTRATION CONTRACTS

City of Colorado Springs

Mr. Cam McNair, City Engineer, requested the approval of three change orders and five contracts:

1. Lawrence Construction Co., Cimarron Street Bridge Change Order, \$252,885.51
2. Nolte Associates, PPRTA Capital Project Management and Construction Inspection Change Order, \$988,428
3. Nolte Associates, PPRTA Roadway Maintenance Program Change Order, \$987,675.48
4. Multiple City/PPRTA Contact Extensions
5. Colorado Springs Utilities, PPRTA Roadway Maintenance Program, \$100,000 (not to exceed)
6. Tall Timbers Tree and Shrub Service, PPRTA Curb/Gutter/Sidewalk and ADA Pedestrian Ramp Maintenance, \$40,000 (not anticipated to exceed)
7. LONCO, Inc., Nevada Bridge Rehabilitation at Van Buren Drainageway, \$43,888
8. Wavecore Concrete Cutting, Inc, PPRTA Curb/Gutter/Sidewalk Maintenance, \$100,000 (not to exceed)

Mr. Joe Vaccaro made an inquiry regarding the northwest corner of the Nevada Avenue Bridge. The Committee discussed access issues at that location.

Dr. Kailash Jaitly made an inquiry regarding the Cimarron Street Bridge Change Order. Mr. Cam McNair referred Dr. Jaitly to the spreadsheet in the meeting packet.

Dr. Kailash Jaitly made a motion to recommend that the PPACG Board approve three change orders and five contracts for the City of Colorado Springs. Mr. Ray Ferguson seconded the motion. The motion passed by unanimous vote.

El Paso County

Mr. Andre Brackin, County Engineer, requested the approval of one contract amendment:

1. Wilson & Co., Amendment #3 to contract No. 05-074, \$177,255.45

The Committee discussed the metropolitan districts responsible for the improvements and accident history in the area.

Ms. Bev Johnson made a motion to recommend that the PPRTA Board of Directors approve one contract amendment for El Paso County. Mr. Ray Ferguson seconded the motion. The motion passed by unanimous vote.

6. ADMINISTRATIVE ACTIONS AND REPORTS

Report of Recent Board Actions

There were no comments.

Financial Reports

Ms. Beverly Majewski, PPRTA Financial Manager, reported that the September sales and use tax receipts were \$5,678,068 which is below the September budget by \$405,296, and year-to-date receipts are ahead of budget by \$311,790.

The Committee discussed terms for interest rates.

Update on Specialized Transportation Providers

Mr. Rick Sonnenburg stated that the information requested from Ms. Sherre Ritenour, Transit Services Manager, regarding Specialized Transportation Providers' Ridership was included in the packet.

FY 2009 Budget: Unresolved Issues from Budget Workshop

Mr. Rick Sonnenburg stated that the two unresolved budget workshop issues were maintenance of effort for the City and County and the allocation of \$310,000 in Metro Transit reserve funds for human service providers.

Mr. Rick Sonnenburg added that Ms. Lisa Bigelow, City of Colorado Springs Budget and Economic Director, has provided a maintenance of effort report for the City. The County will not be able to provide a report until the County Commissioners approve the budget. Typically maintenance of effort reports are not received until January or February after the budgets have already been approved.

Chair Tom Harold stated that not much can be done at this time until the County Commissioners approve the budget and that hopefully the issue would be resolved after the December meeting.

Mr. Rick Sonnenburg stated that at the last meeting the Committee had referred the request for \$310,000 in reserve funds for human service providers to CCOST for their comments and recommendations to the Committee. CCOST met on November 25 and agreed to accept the task. One of the CCOST actions was to recommend to the Committee and to the PPRTA Board that all Metro Transit RTA reserve funds up to \$490,000 be awarded to human service providers.

Mr. Joe Vaccaro discussed the reasoning for the CCOST recommendation.

Chair Tom Harold stated that he felt the Board would not endorse the recommendation to award all of the Metro Transit RTA reserve funds to human service providers. He said that the Board was not welcoming towards the recommendation to allow non-repayment of reserve funds. Chair Tom Harold inquired if allocation amounts must be decided before the next Board meeting. Mr. Rick Sonnenburg replied that only the total figure needs to be recommended to the Board for the next meeting for the official budget.

Mr. Brian Wess arrived at 2:10 pm

Mr. Tom Peterson, CAPA Director, spoke to the Committee about the City Maintenance of Effort Report. Mr. Peterson requested that the Committee provide a recommendation that the City general fund budget be restored as funds become available.

Chair Tom Harold responded that the Committee does not have jurisdiction over City general funds. Mr. Bernie Herpin stated that he agreed with Chair Harold and that the City has sufficiently proved their maintenance of effort.

Chair Tom Harold stated that he would bring up Mr. Peterson's comments at the next Board meeting in his monthly report.

Ms. Bev Johnson inquired about possible need for legal research on maintenance of effort. Mr. Rick Sonnenburg stated that legal research could be requested if it is determined that maintenance of effort is not being met.

The Committee discussed the definition of meeting maintenance of effort.

Mr. Bernie Herpin made a motion that no recommendation be forwarded to the Board regarding City maintenance of effort. Ms. Kit Roupé seconded the motion. The motion passed by unanimous vote.

Chair Tom Harold stated that he felt the Committee should recommend \$310,000 in reserve funds be awarded to human service providers and hopefully more funds could be awarded at a later time.

Ms. Jane Dillon stated she did not agree with awarding all of the Metro Transit RTA reserve funds. The Committee discussed the risks of such a decision.

Ms. Kit Roupé made the motion to recommend approval of \$310,000 in Metro Transit RTA reserve funds with the caveat that if situations change, the idea of awarding additional reserve funding could be reintroduced. Ms. Bev Johnson seconded the motion. The motion passed by unanimous vote.

The Committee discussed how lower fuel costs would affect the budget.

Mr. Dave Shaffer, Silver Key President, spoke about the value of the services Silver Key provides.

Mr. David Menter, Mountain Metropolitan Transit, stated that the transit budget is very delicate and that falling revenues could greatly affect the budget. Mr. Menter will forward information from today's meeting to Ms. Sherre Ritenour.

Monthly Report from the Public Outreach

Mr. Brian Wess announced that the Public Outreach subcommittee will be focusing on the PPRTA annual report and that Ms. Melissa Mundy, Website and Publications Coordinator, would be resigning from her employment at PPACG. The Board thanked Ms. Mundy for her work with the PPRTA.

Monthly Report from the Human Service Transit Subcommittee

Chair Tom Harold stated that CCOST will provide the Committee with a recommendation of allocation for the \$310,000 in Metro Transit RTA reserve funds for human service providers.

Appointment/Reappointment Process for Citizen Advisory Committee

Mr. Rick Sonnenburg reviewed the memo with the Committee. The deadline to reply to the advertisement is December 31. The Board will make the final appointment and reappointment approvals.

The Committee discussed term limits and how they would affect the January meeting as according to the PPRTA bylaws. This was in order to ensure that there would be a quorum at the next meeting.

Mr. Rick Sonnenburg suggested that Chair Tom Harold make a request at the next Board meeting that all term limited At-Large Committee members be continued through the January meeting. This item will be included in Chair Tom Harold's report to the Board.

Selection of Officers for the Citizen Advisory Committee

Mr. Rick Sonnenburg stated that the Bylaws call for the Committee to select a Chair, 1st Vice Chair, and 2nd Vice Chair at the first meeting of every calendar year.

Request for Additional Information for Quarterly Reports

Mr. Rick Sonnenburg reviewed the memo which included the member entities' responses to Dr. Kailash Jaitly's request for additional information in the quarterly reports. Additional information included overall cost estimates for Maintenance projects.

The Committee discussed the value of the additional information, the effort it takes to provide such information, how often the information would need to be provided, which entities should provide the requested information, and contactor costs.

Mr. Brian Wess made a motion and Mr. Joe Vaccaro seconded the motion. Ms. Kit Roupé made an amendment to the motion and no second was made. Mr. Brian Wess withdrew his original motion and Mr. Joe Vaccaro agreed to the withdrawal. The amendment made by Ms. Kit Roupé was dropped due to a lack of a second.

Dr. Kailash Jaitly left the meeting at 3:15 p.m.

Mr. Brian Wess made a motion that a recommendation be made to the Board that the City of Colorado Springs and El Paso County report general maintenance cost figures using the Colorado Springs report as a template on an annual basis in the 2nd quarterly reports. Ms. Jane Dillon seconded the motion. The motion passed by unanimous vote.

Staff Field Review Report

There were no comments.

7. OTHER REPORTS

Quarterly Reports from Member Governments

The Committee discussed the production costs for the County Quarterly Report.

City of Colorado Springs Monthly Change Order Report

There were no comments.

City of Colorado Springs Monthly Right-of-Way

There were no comments.

8. COMMUNICATIONS

Mr. David Menter, Mountain Metropolitan Transit, distributed a handout and discussed transit ridership.

Ms. Jane Dillon expressed how much she enjoyed serving on the Committee and commended everyone for their efforts.

9. ADJOURNMENT

Chair Tom Harold adjourned the meeting at 3:30 p.m.