



Colorado Springs

El Paso County

Manitou Springs

Green Mountain Falls

**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, July 13, 2005
1:30 p.m.**

**El Paso County Board of County Commissioners Hearing Room
27 E. Vermijo Street, Colorado Springs**

MEMBERS PRESENT:

El Paso County Directors

Commissioner Sallie Clark
Commissioner Dennis Hisey

City of Manitou Springs Director

Councilmember Marc Snyder

City of Colorado Springs Directors

Mayor Lionel Rivera, Chair
Councilmember Jerry Heimlicher
Vice-Mayor Larry Small

MEMBERS ABSENT:

El Paso County Director

Commissioner Wayne Williams, Vice-Chair
Town of Green Mountain Falls Director
Mayor Tyler Stevens

OTHERS PRESENT:

Mr. Ed Icenogle, Interim Attorney
Mr. Rob MacDonald, Board Secretary
Ms. Barb Louricas, Recording Secretary
Ms. Beverly Majewski, Finance Director
Mr. Rick Sonnenburg, Program/Contract Manager
Others present

1. CALL TO ORDER/INTRODUCTIONS

Colorado Springs Director Lionel Rivera called the meeting to order at 1:30 p.m.

2. APPROVAL OF THE AGENDA

El Paso County Director Hisey made a motion to delete Item Number 10 on the agenda. El Paso County Director Clark seconded the motion. The motion passed by unanimous vote.

3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA

Mr. Mark Entrekin commended Mr. Rob Helt of the City of Colorado Springs for his recent presentation on the timing of traffic lights in the City.

There were no other comments.

4. APPROVAL OF MINUTES FROM JUNE 15, 2005 REGULAR BOARD MEETING

Colorado Springs Director Small made a motion to approve the minutes. Colorado Springs Director Heimlicher seconded the motion. The motion passed by unanimous vote.

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

City of Colorado Springs Contracts

Mr. Ron Mitchell of the City of Colorado Springs discussed on-call contracts for various services. The contracts are used for small projects. Two of the contracts are for the purchase of asphalt for the alley program and pothole patching. Two contracts with traffic engineering are for sign poles and traffic striping.

El Paso County Director Clark requested more information about the on-call, open contracts. Mr. Mitchell responded that they are used for smaller contracts to save the expense of going out to bid. He reported that this will advance the projects in a timely manner.

Colorado Springs Director Small made a motion to approve the City of Colorado Springs contracts. El Paso County Director Clark seconded the motion. The motion passed by unanimous vote.

Administration Contract for Legal Services

Mr. Rick Sonnenburg discussed the Legal Services procurement process. After the proposals were received, a review team consisting of representatives from each of the member governments made a unanimous decision to continue with Icenogle, Norton, Smith & Blieszner, the interim attorney for the Pikes Peak RTA. The contract time frame will be for the remainder of 2005 with a one-year option to renew.

El Paso County Director Clark made a motion to approve the Administration Contract for Legal Services with the Icenogle Law firm. Colorado Springs Director Small seconded the motion. The motion passed by unanimous vote.

6. SPECIAL BOARD MEETING REQUEST

Mr. Ron Mitchell requested a special meeting of the Board of Directors on July 28 or July 29 to approve several contracts. The contracts will be presented at the Pikes Peak RTA CAC meeting on July 27.

El Paso County Director Hisey also requested that the IGA with the Baptist Road Rural Transportation Authority be included on agenda.

Colorado Springs Director Small made a motion to set the date of July 28 at 8:00 a.m. for a special meeting of the Board of Directors. El Paso County Director Hisey seconded the motion. The motion passed by unanimous vote.

7. JOINT CITY, COUNTY, AND PIKES PEAK RTA EXTERNAL FINANCIAL AUDIT RFP

Ms. Beverly Majewski recommended that the Board of Directors approve an audit process separate from the joint El Paso County and City of Colorado Springs joint solicitation for auditing services. She stated that independence should be maintained by keeping the auditing services separated from the City of Colorado Springs and El Paso County. She stated that because the Pikes Peak RTA budget is much smaller and less

complex than the budgets of either the City of Colorado Springs or El Paso County and under the City/County proposal, the Pikes Peak RTA staff would be required to participate in audit services selection meetings as well as scoping meetings. She reported that the Pikes Peak RTA staff could allocate its time to other Pikes Peak RTA matters. Ms. Majewski indicated that an audit selection committee for the Pikes Peak RTA would include representatives from all member governments.

Mr. Jeff Litchfield, City of Colorado Springs Auditor, discussed his July 13 memorandum addressed to the Pikes Peak RTA Board regarding the joint external financial audit. Mr. Litchfield said the reason to undergo a joint RFP would be to save taxpayer dollars by reduced audit fees. Mr. Litchfield indicated that a responding firm can elect to provide a proposal on any combination of the three entities.

Mr. MacDonald indicated that any cost savings would likely be negated by the amount of staff time that it will take to become involved in the joint process. Mr. MacDonald emphasized the need for an independent audit similar to the independent review by the Citizen Advisory Committee and PPRTA staff.

Colorado Springs Director Small made a motion to postpone any decision on the joint audit until the August meeting to allow time for the member governments and Pikes Peak RTA staff to meet about the joint RFP process and submit correspondence about the results of the meeting to the Pikes Peak RTA Board. Manitou Springs Director Snyder seconded the motion. The motion passed by unanimous vote.

8. FINANCIAL REPORTS

Status Report on Sales and Use Tax Collections

Ms. Majewski reported that sales and use tax is updated for tax receipts through May. The shaded area in the table represents actual figures as of Monday, July 11, 2005. If the current sales tax collection trend continues, the Pikes Peak RTA should be close to collecting the \$65 million projected sales and use tax revenue for 2005. May revenue was \$5,406,524.

Ms. Majewski continues to work on collecting tax revenues from the non-reporting entities. She has been working with staff from the City of Colorado Springs and El Paso County to gain insight on their collection efforts that may aid the Pikes Peak RTA collections.

El Paso County Director Clark requested Ms. Majewski report the projected budget amounts to compare to the actual budget amounts collected.

Ms. Majewski indicated that as requested by the Board a letter was sent to the Colorado Department of Revenue requesting information about the actual cost to collect the sales and use taxes for the Pikes Peak RTA.

Revenue and Expense Summary

Ms. Majewski reported on the revenue and expense summary, effective July 11, 2005. A column was added to report year-to-date budget which was requested by the Board. She reminded the Board that the summary is prepared on a cash basis. Revenues are reported through May and total tax revenue is \$23,291,040, 95% of the year-to-date budget. Interest revenue exceeds budget and the state collection fee of \$40,209 per month is included. The cash in the bank is currently \$21,545,133.

9. PROGRAM TRACKING REPORTS

Mr. Mitchell said monthly reports have been requested by the Pikes Peak RTA Citizens Advisory Committee.

Colorado Springs Director Small stated that he has observed progress on the alley paving program. Mr. Mitchell confirmed that the alley program has begun and the chip seal program was completed in a three week time frame.

10. ISSUES REGARDING POSSIBLE NAME CHANGE (REGIONAL VERSUS RURAL)

Mr. MacDonald said that at the request of the Board of Directors, the issue of a name change from Rural to Regional Transportation Authority was researched. Mr. MacDonald advised that a name change at this time was not practical for several reasons including confusion over the name change since project signage has used "Rural"; the IGA's and contracts would all have to be changed from "Rural" to "Regional".

Mr. Icenogle reviewed the RTA Law, HB 05-1064, which goes into effect January 1, 2006, and he also consulted with the Department of Local Affairs. Mr. Icenogle said that if the name change is made, it should be done methodically to ensure completeness. He also stated that there is a sales tax exemption for tractor trailers that has been created with the passage of HB 05-1064 and the name change will not affect the exemption.

11. PPRTA MEMBER ANNOUNCEMENTS

Manitou Springs Director Snyder announced that Mr. Mike Leslie has been promoted from Finance Director to Assistant City Administrator for Manitou Springs.

El Paso County Director Clark inquired if El Paso County is able to use their maintenance dollars for curb and gutter and sidewalks and wanted to know who has authority over the expenditures. Mr. MacDonald indicated that the County Commissioners are the appropriate body to decide how they will spend their maintenance dollars and can be submitted to the Pikes Peak RTA Board for budget approval. Mr. MacDonald said he would check the language of the IGA and report back to the Board.

Ms. Mary Scott of the City of Colorado Springs Public Communications Department presented a video known as the "Cone Zone Update". Media announcements are updated weekly on television, Springs TV-Channel 18; and radio spots. The City of Colorado Springs used their own funds to create Cone Zone Survival Kits.

12. ADJOURNMENT

Colorado Springs Director Rivera adjourned the meeting at 3:11 p.m.