



Colorado Springs

El Paso County

Manitou Springs

Colorado Springs

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**Minutes  
Of the  
CITIZEN ADVISORY COMMITTEE  
Wednesday, November 30, 2005 - 1:30 p.m.  
Pikes Peak Area Council of Governments Conference Room**

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**MEMBERS PRESENT**

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**Mr. Mark Entrekin, Chairperson**

Mr. Tom Rogers  
Mr. David Sealander

**Citizens-At-Large**

Mr. Vic Andrews  
Mr. Jack Lundberg  
Mr. Jack Blackwell  
Mr. Tom Harold  
Ms. Jane Dillon

**MEMBERS ABSENT**

Mr. David Sealander  
Mr. Tom Rogers  
Mr. Phillip St.Cloud  
**Ms. Beverly Johnson, Vice-Chairperson**

**Green Mountain Falls**

Ms. Beth Kosley, Town of Green Mountain Falls  
    o *Vacant*, Town of Green Mountain Falls

**OTHERS PRESENT**

Citizens and staff from Pikes Peak RTA member entities.

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**COLORADO SPRINGS CTAB**

Mr. Bob Hartwig  
Mr. Joe Vaccaro  
Mr. Dan Cleveland

**City of Manitou Springs**

Mr. Chris Verlo

**Green Mountain Falls**

Ms. Beth Kosley

**PIKES PEAK RTA STAFF PRESENT**

Mr. Rick Sonnenburg, Program/Contracts Manager  
Ms. Beverly Majewski, Financial Manager  
Ms. Sherri Jones, Reporting Secretary

1. **Call to Order / Establish a Quorum / Introductions**

Mr. Entrekin called the meeting to order at 1:30 p.m. A quorum was established and introductions were made.

2. **Approval of the Agenda**

A motion was made by Ms. Doran to approve the agenda and seconded by Ms. Dillon. The motion passed unanimously.

3. **Public Comments – Items Not On The Agenda**

Mr. Entrekin stated he would be leaving at 2:30 pm today.

4. **Approval of the October 26, 2005 Meeting Minutes**

A motion was made by Mr. Cleveland to approve the minutes. Ms. Doran seconded the motion with a modification. On Page 5, Item No. 8 – Other Reports, d. reflect the correct spelling to Mr.

Kidder (not Kitter) with the City Engineering Department, City of Colorado Springs. The motion passed unanimously with the change.

5. **2005 Capital, Maintenance, Public Transportation, and Administration Contracts**

A. **City of Colorado Springs Contracts**

Mr. Mitchell, Public Works Director, City of Colorado Springs, stated the first contract is an additional concrete repair, proposed curb and gutter and sidewalk for the ADA ramps and will be out of the Maintenance funding. Mr. Bruce Thorson was in attendance to answer any questions. Mr. Mitchell stated the City has done a number of these, curb and gutter work; his department tries to have the concrete work completed ahead of the overlay. This also includes putting in the ADA ramps. Mr. Vaccaro asked how Mr. Mitchell's department was putting these requests in order and Mr. Mitchell stated his department was trying to do the ones in conjunction with the overlay. We are trying to get that done ahead of time, in fact, for next year we will be including the overlay contract to include in the concrete contract. That will make the work more efficient. Mr. Vaccaro asked if the City was putting in the ADA ramps in conjunction with the bus stops. Mr. Verlo asked for an explanation of the difference between slurry and chip seal. Mr. Khattak, City of Colorado Springs, presented an explanation for Mr. Verlo.

A motion to approve this item was made by Mr. Blackwell and seconded by Ms. Doran. The motion passed unanimously.

B. **Citizen Advisory Committee Contract Review and Approval Process**

Mr. Ron Mitchell, Public Works Director, stated that due to the number of contracts and the complexity at times, a monthly CAC meeting schedule is not allowing the City to effectively and efficiently execute contracts and implement PPRTA projects and programs. This causes delays and cost increases.

Mr. Mitchell is requesting that the CAC either support the e-mail process as a backup to the monthly meeting schedule or establish a meeting schedule that would set two meetings per month to assure the timely processing of contracts. A discussion was held about whether to use e-mail or paper. It was decided that PPRTA CAC staff would provide information to those who want e-mails and also paper to those who do not have access to email; to try this for awhile and see how it works. A sign-up sheet was submitted to everyone to determine who would like their packets sent via E-mail and who would like paper copies. There was also discussion about moving the PPRTA Citizen Advisory Committee to the first Wednesday's of the month which is one week prior to the PPACG Board of Directors Meeting.

A motion was made to move the PPRTA Citizen Advisory Committee meeting to the first (1<sup>st</sup>) Wednesday of the month by Ms. Kosley and seconded by Mr. Andrews. The motion passed unanimously.

Chairperson Entrekin departed the meeting at this time (2:30 pm). Mr. Vaccaro assumed the acting Chair position in the absence of Vice-Chairperson Johnson.

6. **Financial Reports**

**Budget Overview**

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, distributed the sales tax budget with September 2005 actual income and sales tax budget comparison to actual reports. The September Sales and Use Tax receipts were \$5,771,111. The state administrative fee of \$36,120, net of interest earned of \$8,312. The bank interest for October was \$86,354.

Ms. Majewski reported that the revenue and expense summary is prepared on a cash basis. Revenue is reported through September and expenses are recorded through November 9, 2005. The total tax revenues are \$47,487,900 or 73% of the annual budget. Net revenue after State Collection fees is \$47,146,461. Total expenditures are \$16,890,415. Net Revenue over Expenditures is \$30,256,046. The amount of funds in the bank is \$30,695,440.

7. **Other Reports**

A. **Impacts to the Transit Budget to Fund the Silver Key Request**

Ms. Ritenour, Mountain Metropolitan Transit, gave an update on Mountain Metropolitan Transit. Ms. Ritenour also included an update on a request from Silver Key Senior Services, Inc. for an additional \$330,000 to their budget.

B. **Citizen Advisory Committee By-Laws Review**

Mr. Sonnenburg, PPRTA staff, has several items for discussion:

1. Five of the Committee members' terms expire as of the 31<sup>st</sup> of December. Mr. Cleveland stated this would be his last meeting. Ms. Dillon will be filling the CTAB position vacated by Mr. Cleveland. The At-Large members need a letter indicating their intent to stay on the Committee to be sent to Mr. MacDonald and he will get them to the Board.
2. With reference to the By-laws for the Chair and Vice-Chair, which state the Chair and Vice-Chair be designated by the Committee, Mr. Sonnenburg asked if the Committee would like to select officers annually and, if so, when. There was a motion by Mr. Andrews and seconded by Ms. Doran for the Committee to select its officers annually and at the first meeting in January. The motion passed unanimously. A motion to have a 1st Vice-Chair and a 2nd Vice-Chair was made by Mr. Cleveland and seconded by Mr. Hartwig. The motion passed unanimously.
3. A motion was made by Mr. Hartwig to change the language in the By-laws to state that the PPRTA Citizen Advisory Committee meetings would be held "at least quarterly" and seconded by Mr. Vaccaro. The motion passed unanimously.
4. Pursuant to the PPRTA Citizen Advisory Committee By-Laws in the Mission Statement on Page 1 and in Bullet #4 in Section #1 on Page 3, the PPRTA Citizen Advisory Committee is responsible for reviewing the local government budgets as submitted to the specific PPRTA member governments to ensure that the funding from the PPRTA will not be used to substitute for or reduce the City of Colorado Springs' funding to the existing transit system, or to substitute for or reduce any member governments' funding for maintenance activities. A motion that recommends FY 2005 should be declared to be the base year when making a Maintenance of Effort review was made by Mr. Cleveland and seconded by Mr. Hartwig. The motion passed unanimously. There was also a general consensus that City Transit and City Maintenance should be counted separately for Maintenance of Effort purposes.000

C. **Mountain Metro Report**

Presentation given as above.

D. **Quarterly Report from Member Entity**

The quarterly report from the City is attached for your review. Mr. Mitchell stated he would be happy to answer any questions.

8. **Communications**

- Mr. Cleveland stated the State Highway Patrol is putting a severe limitation/restrictions on major public events that use State Highways. They are limiting the number of riders and any number of events that use the state highways.

9. **Adjournment**

A motion to adjourn was made by Mr. Andrews and seconded by Mr. Cleveland. The motion passed unanimously. Meeting adjourned at 3:55 p.m.