



E-470 Board of Director Officers  
Chair – Council Member John Diak (Parker)  
Vice Chair – Mayor Pro-Tem Francoise Bergan (Aurora)  
Secretary Council Member Craig Hurst (Commerce City)  
Treasurer – Council Member Jan Pawlowski (Brighton)

September 8, 2022  
9:00 a.m.

22470 E. Stephen D. Hogan Parkway  
Aurora, Colorado 80018

PLEASE NOTE ALL PUBLIC ARE ALSO WELCOME TO PARTICIPATE VIRTUALLY VIA THE FOLLOWING:

TEAMS Information

Or call in (audio only)

+1 323-618-1887, 431230241# United States, Los Angeles

Phone Conference ID: 431 230 241#

- 1. Call to Order .....Chair John Diak
- 2. Pledge of Allegiance .....Chair John Diak
- 3. Public Comment ..... Chair John Diak
- 4. Consent Calendar .....Chair John Diak
  - a. Approve Meeting Minutes of August 11, 2022
  - b. Approve Jefferson Wells Internal Auditor Contract Extension
  - c. Approve IGA with Arapahoe County for Voter Service and Polling Center
  - d. Approve Landscaping IFB
  - e. Approve Janitorial IFB
  - f. Approve Road Widening Special Event Funding for CSP
- 5. Engineering and Roadway Maintenance Department ..... Neil Thomson
  - a. On Call Engineering and Land Management Contract – Approval
  - b. Mineral Rights Lease – Approval
- 6. Information Technology Department .....Ken Smith
  - a. Salesforce Consulting ITN – Approval
- 7. Executive Director Report ..... Beau Memory
- 8. Other Business.....Chair John Diak
- 9. Adjourn Meeting .....Chair John Diak

**The next anticipated E-470 Board of Directors Meeting will be the annual  
BOARD WORKSHOP  
on October 13, 2022  
at 8:00 a.m. at the AHF Offices, 22470 E. Stephen D. Hogan Parkway,  
Aurora, Colorado 80018**

**Agenda Item 4a. Approve Meeting Minutes of August 11, 2022**

**RECORD OF PROCEEDINGS**

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

E-470 PUBLIC HIGHWAY AUTHORITY

Held: Thursday, August 11, 2022, at 9:00 a.m., at 22470 E. Stephen D. Hogan Parkway, in the Board Room, Aurora, Colorado.

Attendance: A regular meeting of the Board of Directors of the E-470 Public Highway Authority was held as scheduled and in accordance with applicable statutes of the State of Colorado, with the following directors present:

John Diak, Councilmember Town of Parker  
Francoise Bergan, Mayor Pro Tem City of Aurora  
George Teal, Douglas County Commissioner  
Tony Unrein, Councilmember City of Thornton  
Bill Holen, Arapahoe County Commissioner  
Chaz Tedesco, Adams County Commissioner  
Jan Pawlowski, Councilmember City of Brighton  
Craig Hurst, Councilmember City of Commerce City

Wynne Shaw, Councilmember City of Lone Tree (*non-voting*)  
Lori Saine, Weld County Commissioner (*non-voting*)  
Peggy Catlin, RTD (*non-voting*)

Also present were: Frazier Bourgoin, intern, Jim Brady, construction manager, Heather Burke, public information officer, Jessica Carson, toll operations director, Wanda DeVargas, roadway maintenance supervisor, Annie Disney, senior accountant, Geoffrey Doctoroff, risk and administrative services manager, Kevin Dong, temporary operations coordinator, Ted Geis, team lead IT service desk, Mark Gronowski, senior solutions delivery manager; Michael Hancock, tolling operations manager, Jaime Heitman, controller, Tiffany Jackson, marketing specialist, Bryan Kelley, intern, Kris Kellim, procurement manager, Jacob Kramer, HR manager, Diane Lundquist, executive assistant, Beau Memory, executive director, Olivia Sinnett, intern, Derek Slack, roadway maintenance manager, Ken Smith, information technology director, Briana Summers, accounting manager, Neil Thomson, engineering and roadway maintenance director and Chuck Weiss, engineering manager, E-470 Public Highway Authority; Tim Stewart, consultant for E-470; Pedro Costa, NWPLLC; Jack Nicholls, Susan Ermish, Earnest Baulkmon and Sandra Varela, WSP; Bryan Stelmack and Stacey Mast, Stifel; and Tamara Seaver, Icenogle Seaver Pogue, P.C.

Call to Order: Councilmember Diak, noting the presence of a quorum of the directors, called the regular meeting to order at 9:00 a.m.

Pledge of Allegiance: Councilmember Diak led all present in the Pledge of Allegiance.

Public  
Comment: None.

Consent  
Calendar: Mayor Pro-Tem Bergan moved approval of the consent agenda, comprising meeting minutes of July 20, 2022, and Town of Parker Mayor Holiday Tree Lighting Sponsorship. The motion was seconded by Commissioner Holen and approved unanimously by the Board.

Engineering  
and Roadway  
Maintenance  
Department

Sable  
Boulevard  
Interchange  
IGA: Mr. Weiss presented the terms of the Sable Boulevard Intergovernmental Agreement (IGA) to the Board. Mr. Weiss reviewed the details of the interchange and the IGA terms, the support from both City of Brighton and Adams County, and the timeline leading to Board consideration. Mr. Weiss also reviewed the components of the traditional diamond interchange layout, noting that there will be property acquisition attendant to the interchange.

Commissioner Tedesco then moved to authorize the Executive Director to negotiate an intergovernmental agreement for the Sable Boulevard Interchange with the City of Brighton and Adams County, and to authorize the Executive Director to execute the same, subject to the review and approval of General Counsel. The motion was seconded by Councilmember Pawlowski and approved unanimously by the Board.

RoadSafe  
Contract  
Extension: Mr. Slack reviewed with the Board the RoadSafe contract, and the elements of the extension of term noting significant increases in epoxy paint prices with the current inflationary conditions. Commissioner Tedesco inquired about different types of striping materials and Mr. Slack reported on the continued evaluation of tape versus epoxy paint, the mixed results in terms of longevity for the tape, as well as the life cycle of epoxy more generally.

Mayor Pro-Tem Bergan moved that the Board of Directors approve a three-year extension of Contract EN-19-PVMD-1 with RoadSafe Traffic Safety Systems, Inc. for pavement marking maintenance with a three-year not to exceed amount of \$1,100,00 and that the Board authorize the Executive Director to execute the extension, subject to the review and approval of General Counsel. The motion was seconded by Commissioner Teal and approved unanimously by the Board.

JHL  
Construction  
Package  
Amendment  
1: Mr. Slack then reviewed with the Board of Directors the current economics and supply chain issues (with associated material delivery delays) which led staff to bring forward to the Board an advance purchase of long lead time items to ensure the project schedule can be maintained for the Central Maintenance Facility construction. He further noted that the CM/GC contracting methodology allowed for this flexibility and afforded advance issue identification for the parties. Mr. Slack noted the package included early grading and earthwork and reported on the pricing and the role of the independent cost estimator in validating the same.

Commissioner Teal moved that the Board approve the execution of Contract Construction Package Amendment 1 to the JHL Contract EN-21-CMGC-2 in the

amount of \$19,547,416, and that the Board authorize the Executive Director to execute the Contract Amendment subject to the review and approval of General Counsel. The motion was seconded by Mayor Pro-Tem Bergan and approved unanimously by the Board.

D2C Contract Amendment 1: Mr. Slack then reviewed the proposed contract amendment to the D2C contract for construction management services including but not limited to construction reviews, scheduling monitoring, observing work for specification compliance, approval of invoices and coordination with the City of Aurora for permits.

Councilmember Pawlowski moved that the Board approve the Contract Construction Package Amendment No. 1 to the D2C Contract EN-21-CMF-1 Construction Package for the CMF project in the amount of \$855,835, and that the Board authorize the Executive Director to execute the Contract Amendment subject to the review and approval of General Counsel. The motion was seconded by Councilmember Unrein and approved unanimously by the Board.

#### Finance and Administrative Services

##### Department:

Q2 Financial Dashboard Report:

Ms. Heitman presented the second quarter 2022 Financial DashBoard Report to the Board. She reviewed year to date monthly transaction trends, transactions related to budget projections, toll transactions by location, ExpressToll® vs. LPT transactions, toll revenue, operating budget summary. Ms. Summers then reviewed with the Board of Directors the year to date capital budget summary, debt and swap status, historical debt service coverage, fund balances, unrestricted fund trends, and transactions processed (broken down by transaction entity).

#### Toll

##### Operations

##### Department:

Q2 Toll Operations Dashboard Report:

Ms. Carson reviewed with the Board the Second Quarter Operations Dashboard Report, opening with new ExpressToll® account openings, contact center volumes, and the 98.8% customer satisfaction score. She then reported on call center email volume, advanced account advisor call volume, transponder fulfillment and image processing statistics, and overall marketing and communications data. Councilmember Shaw inquired about tracking dormant accounts. Ms. Carson noted the Finance Department tracks unused transponders and provided some related information. Councilmember Hurst mentioned that information packets to home builders might be a useful tool for people new to the area, and Ms. Carson reported on the Authority's "New Mover" mailing program and HOA outreach efforts as well as new property owner mailings. Councilmember Hurst then noted his appreciation for the multi-axle vehicle numbers increasing. Commissioner Tedesco mentioned neighborhood social media chatter about increased slow truck traffic and Ms. Carson reported on Authority tracking and asked the Board to send anything they see personally to her. Councilmember Bergan noted she had experienced the increased truck traffic at lower speeds as well.

#### Intern

##### Presentations:

Olivia Sinnett, 2022 Marketing and Operations Intern, then presented to the Board regarding her background and summer intern experiences with the Authority. She reported on her significant projects, including a backlit sign video.

Bryan Kelley, Roadway and Engineering Intern, reported to the Board on his background and reviewed with the Board his summer intern experiences, including participation in the Authority's annual certification process, striping operations involvement and drainage inspections. Commissioner Tedesco inquired about striping operations matters, and Mr. Kelley responded. Councilmember Hurst then commented on the re-striping program's importance. Director Catlin noted she could relate to the culvert inspection portion of Mr. Kelley's internship.

Frazier Bourgoin, WSP Operations and Customer Experience Intern, provided his background, and his experiences during his internship including the Internet Stipend Project and researching potential WI-FI networks used by WSP employees, research related to WSP's Learning Management System, and invoice projects.

Mayor Pro-Tem Bergen expressed appreciation for all 3 interns and their exemplary presentations and Commissioner Holen echoed this comment. Commissioner Teal commended Authority staff for the use of intern programs and the commented on the usefulness of these programs in augmenting academic studies with real work and practical experience. Councilmember Diak noted the importance of E-470 giving these future leaders a positive hands-on work experience.

Executive  
Director  
Report:

Mr. Memory addressed the Board and commended Authority staff for providing the interns meaningful work experiences. Mr. Memory then noted the presentation to the Transportation Legislative Review Committee on August 9, 2022, reporting on TLRC member questions on the Authority's financial health, individual account issues. He reported the TLRC applauded the Authority's efforts with respect to electric vehicle charging and the Authority's solar program. Mr. Memory then noted several upcoming events, including the Transportation Safety Foundation TopGolf Event on August 19, 2022 at 10:00 A.M. and the September 17-20<sup>th</sup> Annual IBTTA Meeting in Austin, Texas, welcoming Board attendance at both functions.

Executive  
Session:

Commissioner Teal then moved that the Board convene in Executive session, pursuant to C.R.S., Section 24-6-402(4)(d) and Section 24-6-402(4)(e) for the purposes of receiving legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations related to the Authority's intergovernmental agreement regarding the 48th Avenue Interchange with WPIA..

Commissioner Holen seconded the motion, which was approved by the Board at 10:14 a.m.

The Executive session included all voting members present at the meeting as well as Mss. Seaver and Carson and Messrs. Memory, Weiss and Brady.

Midway through the executive session at 11:00 a.m., Councilmembers Hurst and Pawlowski departed the Executive Session.

Councilmember Diak reconvened open session at 11:15 a.m.

Other  
Business: Commissioner Tedesco reported that as of July 1, 2022, the “We Want You to Foster” specialty license plate became active. The Board commended the Commissioner on his efforts in support of the license plate. Finally, Councilmember Unrein expressed appreciation for the new traffic signals installed at the Quebec interchange, public feedback has been very positive.

Adjournment: There being no further business to come before the Board, Councilmember Diak adjourned the meeting at 11:19 a.m.

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Chair of the Meeting

# PRELIMINARY E-470 2022 Calendar

Committee Work Sessions will be convened as needed and publicly posted as prescribed by statute and resolution – Please allow 1 ½ Hours for Work Sessions

**January 2022**  
 January 3 New Year's – Office Closed  
 January 17 Martin Luther King, Jr.'s Day  
 -Office Closed  
**January 20 Executive Committee – 8:00 A.M.**  
 January 20 BOARD MEETING - 9:00 A.M.  
 Board Officer Nominations and Election  
**January 27 IT and RM Committee – 8:00 A.M.**  
 January 27 Roadway Committee – 1:00 P.M.

**February 2022**  
**February 3 SPECIAL BOARD MEETING – 1 P.M.**  
**February 10 Executive Committee – 8:00 A.M.**  
 February 10 BOARD MEETING - 9:00 A.M.  
 February 21 Presidents' Day – Office Closed  
**February 23 IT and RM Committee – 1:00 P.M.**  
**February 24 Finance Committee – 9:00 A.M.**  
**February 24 Ops and Comm – 10:00 A.M.**  
**February 24 Roadway Committee – 1:00 P.M.**

**March 2022**  
 March 10 BOARD MEETING 9:00 A.M.  
 March 24 Roadway Committee – 1:00 P.M.

**April 2022**  
 April 14 BOARD MEETING - 9:00 A.M.  
**April 27 IT and RM Committee – 1:00 P.M.**  
**April 28 Finance Committee – 9:00 A.M.**  
**April 28 Roadway Committee – 1:00 P.M.**

**May 2022**  
 May 12 BOARD MEETING 9:00 A.M.  
**May 26 Roadway Committee – 1:00 P.M.**  
 May 30 Memorial Day – Office Closed

**June 2022**  
**June 16 Executive Committee – 8:00 A.M.**  
**June 16 BOARD MEETING 9:00 A.M.**  
**June 28 Roadway Committee – 10:00 AM**  
**June 29 IT and RM Committee – 1:00 P.M.**

**July 2022**  
 July 4 Independence Day – Observed  
 Office Closed  
**July 20 BOARD MEETING 9:00 A.M.**  
 July 21-24 NACo Annual Conference  
**July 27 IT and RM Committee – 1:00 P.M.**

**July 28 Joint Roadway/Finance Committee – 1:00 P.M.**  
**August 2022**  
**August 11 Executive Committee – 8:00 A.M.**  
 August 11 BOARD MEETING 9:00 A.M.  
**August 25 Finance Committee – 9:00 A.M.**  
**August 25 Ops and Comm – 1:00 P.M.**  
**August 25 Roadway Committee – 1:00 P.M.**  
**August 31 IT and RM Committee – 1:00 P.M.**

**September 2022**  
 September 5 Labor Day – Office Closed  
**September 8 BOARD MEETING 9:00 A.M.**  
 September 18 IBTTA 90<sup>th</sup> Annual Meeting and  
 To 20 Exhibition – Austin, Texas  
**September 22 Joint IT and Roadway Committee – 1:00 P.M.**  
**September 28 IT and RM Committee – 1:00 P.M.**  
**September 29 Finance Committee – 9:00 A.M.**

**October 2022**  
 October 13 Executive Committee – 8:00 A.M.  
**October 13 BOARD WORKSHOP – 9:00 A.M.**  
**October 26 IT and RM Committee – 1:00 P.M.**  
**October 27 Finance Committee – 9:00 A.M.**  
**October 27 Ops and Comm – 9:00 A.M.**  
**October 27 Roadway Committee – 1:00 P.M.**

**November 2022**  
 November 10 BOARD MEETING – 9:00 A.M.  
 November 11 Veteran's Day – Office Closed  
**November 17 Finance Committee – 9:00 A.M.**  
**November 17 Roadway Committee – 1:00 P.M.**  
 November 24 Thanksgiving – Office Closed  
 and 25  
**November 30 IT and RM Committee – 1:00 P.M.**

**December 2022**  
 December 8 Executive Committee – 8:00 A.M.  
 December 8 BOARD MEETING 9:00 A.M.  
**December 15 Ops and Comm – 9:00 A.M.**  
**December 22 Roadway Committee – 1:00 P.M.**  
 December 23 Christmas – Office Closed  
 and 26  
**December 28 IT and RM Committee – 1:00 P.M.**