

BOARD OF DIRECTORS MEETING AGENDA



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

Date: March 14, 2024

Time: 9:00 a.m.

E-470 Board of Director Officers
Chair – Council Member John Diak (Parker)
Vice Chair – Council Member Francoise Bergan (Aurora)
Secretary/Treasurer – Council Member Jan Pawlowski
(Brighton)

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

TEAMS MEETING

Or call in (audio only)

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Agenda details:

1. Call to OrderChair John Diak
2. Pledge of AllegianceChair John Diak
3. Public CommentChair John Diak
4. Consent CalendarChair John Diak
 - a. Meeting Minutes of January 11, 2024
 - b. Gartrell Road Traffic Signal IGA Amendment
 - c. Nuspire Contract Extension
5. Public Affairs Department.....Jessica Carson
 - a. Briefing on Community Engagement Program
6. Engineering and Roadway Maintenance Department..... Neil Thomson
 - a. Quebec Street Interchange Expansion IGA
7. Finance Department Jaime Heitman
 - a. Year-End Financial Summary of 2023
8. Information Technology Department Rod Taylor
 - a. RAM Info Contract Amendment – Motion to Approve NTE
 - b. BOSS Platform Update
9. Operations DepartmentAnjie Vescera
 - a. Annual Customer Survey Results
10. Executive SessionChair John Diak
Executive Session, pursuant to: (a) Section 24-6-402(4)(f)(I), C.R.S., Section 24-6-402(4)(b), C.R.S. and Section 24-6-402(4)(e), C.R.S., for the purposes of receiving legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations and for the purpose of discussing personnel matters all related to the Authority’s search for an Executive Director and pursuant to: (b) Section 24-6-402(4)(b) and Section 24-6-402(4)(e), C.R.S. 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 Applegreen contract with the Authority.

- 11. Interim Executive Director Report Neil Thomson
- 12. Other Business Chair John Diak
- 13. Adjourn Meeting Chair John Diak

The next anticipated E-470 Board of Directors Meeting will be on April 11, 2024 at 9:00 a.m. at the E-470 Public Highway Authority, 22470 E. Stephen D. Hogan Parkway, Aurora, Colorado 80018

Agenda Item 4a. Approve Meeting Minutes of January 11, 2024

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE
E-470 PUBLIC HIGHWAY AUTHORITY

Held: Thursday, January 11, 2024 at 9:00 a.m., at 22470 E. Stephen D. Hogan Parkway, 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, Councilmember City of Aurora
- Bill Holen, Arapahoe County Commissioner
- George Teal, Douglas County Commissioner
- Steve Douglas, Mayor City of Commerce City
- Tony Unrein, Councilmember City of Thornton
- Jan Pawlowski, Councilmember City of Brighton
- Chaz Tedesco, Adams County Commissioner

- Wynne Shaw, Councilmember City of Lone Tree (*non-voting*)
- Peggy Catlin, RTD (*non-voting*)
- Deborah Mulvey, DRCOG (*non-voting*)
- Kelly Brown, CTIO (*non-voting*)
- Bruce Leslie, Councilmember City of Broomfield (affiliate – *non voting*)
- Sharon Davis, Councilmember City of Arvada (affiliate – *non voting*);

Also present were: Rocky Teter, (Commerce City Alternate); Jessica Carson, director of public affairs, Geoffrey Doctoroff, senior risk and operations manager, Ryan Dole, senior financial analyst, Joe Donahue, interim director of finance, Ted Gies, team lead IT service desk, Michael Hancock, tolling services manager, Jaime Heitman, controller, Jacob Kramer, HR manager, Diane Lundquist, executive assistant, Kate Oberleas, project engineer, Aaron Schilz, IT service desk technician, Rod Taylor, director of

information technology, Neil Thomson, interim executive director and director of engineering and roadway maintenance, Tricia Trujillo, customer service manager and Anjie Vescera, director of operations, E-470 Public Highway Authority; Michele Riccio, Adams County; Dave Kristick, Atkins; Mac Callison, Aurora; Shawn Poe, Commerce City; Jennifer Larson, HNTB; Brenda Schuler, NWPLLC; Robyn Moore, Piper Sandler; Stacy Mast, Stifel; Chris Body, Susan Ermisch, Pat McGowan and Brendan O'Malley, WSP; 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 9:04 a.m.

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

Public Comment: None.

Consent Calendar: Commissioner Holen moved approval of the consent agenda, comprising meeting minutes of December 14, 2023 and Tamer Partners Amendment #6. The motion was seconded by Councilmember Bergan and approved unanimously by the Board.

Board Officer
Nominations and
Elections:

Election of Officers: Ms. Seaver reviewed with the Board of Directors the Authority's process for annual officer nominations. Chair Diak reviewed the history of Board progression and noted the current slate of officers comprising: Councilmember Diak (Chair), Councilmember Bergan (Vice-Chair), and Councilmember Pawlowski (Secretary/Treasurer). Thereafter, Councilmember Bergan addressed the Board and noted that with the changes in 2023 she recommends maintaining the current officer positions into 2024.

Councilmember Bergan then moved to approve to retain the current slate of officers. Commissioner Holen seconded the motion which was unanimously approved retaining and electing Councilmember Diak as Chair, Councilmember Bergan, Vice Chair and Councilmember Pawlowski as Secretary/Treasurer to the Board.

Interim Executive Director Report: Mr. Thomson addressed the Board and reminded them of the need to send the 2024 jurisdictional appointment letters to the Authority so the Chair can set committees. Councilmember Diak then wished Councilmember Pawlowski a happy birthday and presented her with a bouquet of flowers. Thereafter, all present sung happy birthday and Councilmember Pawlowski thanked the group and made comments on her tenure with the Authority.

Other Business: Councilmember Teter from Commerce City introduced himself and noted he was on the board some years ago. Councilmember Leslie from Broomfield then introduced himself. Councilmember Davis from Arvada then introduced herself. Commissioner Tedesco commended Councilmember Davis and welcomed all of the new Board members.

Councilmember Diak reported on the status of the Executive Search being led by the Executive Committee as the Authority's search committee for purposes of complying with Section 24-6-402(3.5), C.R.S.

Adjournment: There being no further business to come before the Board, Councilmember Diak adjourned the meeting at 9:17 A.M.

Chair of the Meeting

PRELIMINARY E-470 2024 Calendar

Committee Work Sessions will be convened as needed and publicly posted as prescribed by statute and resolution

January 2024	
January 1	New Year's – Office Closed
January 11	BOARD MEETING – 9:00 A.M. Board Officer Nominations and Elections
January 15	Martin Luther King, Jr.'s Day -Office Closed
February 2024	
February 8	Executive Committee – 8:00 A.M.
February 8	BOARD MEETING - 9:00 A.M.
February 22	Finance Committee – 9:00 A.M.
February 22	Ops and Public Affairs – 10 A.M.
February 22	IT Committee – 11:00 P.M.
February 22	Roadway Committee – 1:00 P.M.
March 2024	
March 14	Executive Committee – 8:00 A.M.
March 14	BOARD MEETING 9:00 A.M.
March 28	Finance Committee – 9:00 A.M.
March 28	Ops and Public Affairs – 10 A.M.
March 28	IT Committee – 11:00 P.M.
March 28	Roadway Committee – 1:00 P.M.
April 2024	
April 11	Executive Committee – 8:00 A.M.
April 11	BOARD MEETING - 9:00 A.M.
April 25	Finance Committee – 9:00 A.M.
April 25	Ops and Public Affairs – 10 A.M.
April 25	IT Committee – 11:00 P.M.
April 25	Roadway Committee – 1:00 P.M.
May 2024	
May 9	BOARD MEETING 9:00 A.M.
May 23	Finance Committee – 9:00 A.M.
May 23	Ops and Public Affairs – 10 A.M.
May 23	IT Committee – 11:00 P.M.
May 23	Roadway Committee – 1:00 P.M.
May 27	Memorial Day – Office Closed
June 2024	
June 13	TSF Grant Ceremony – 8:30 A.M.
June 13	BOARD MEETING 10:00 A.M.
June 18-21	CML Conference - Loveland
June 19	Juneteenth – Office Closed
June 27	Finance Committee – 9:00 A.M.
June 27	Ops and Public Affairs – 10 A.M.
June 27	IT Committee – 11:00 P.M.
June 27	Roadway Committee – 1:00 P.M.

July 2024	
July 4	Independence Day – Observed Office Closed
July 11	BOARD MEETING - 9:00 A.M.
July 25	Finance Committee – 9:00 A.M.
July 25	Ops and Public Affairs – 10 A.M.
July 25	IT Committee – 11:00 P.M.
July 25	Roadway Committee – 1:00 P.M.

August 2024	
August 8	Executive Committee – 8:00 A.M.
August 8	BOARD MEETING - 9:00 A.M.
August 22	Finance Committee – 9:00 A.M.
August 22	Ops and Public Affairs – 10 A.M.
August 22	IT Committee – 11:00 P.M.
August 22	Roadway Committee – 1:00 P.M.

September 2024	
September 2	Labor Day – Office Closed
September 12	Board Meeting – 9:00 A.M.
September 26	Finance Committee – 9:00 A.M.
September 26	Ops and Public Affairs – 10 A.M.
September 26	IT Committee – 11:00 P.M.
September 26	Roadway Committee – 1:00 P.M.

October 2024	
October 10	BOARD WORKSHOP – 8:00 A.M.
October 24	Finance Committee – 9:00 A.M.
October 24	Ops and Public Affairs – 10 A.M.
October 24	IT Committee – 11:00 P.M.
October 24	Roadway Committee – 1:00 P.M.
October 26 To 29	IBTTA 92 nd Annual Meeting and Exhibition – Cleveland, Ohio

November 2024	
November 11	Veteran's Day – Office Closed
November 14	Executive Committee – 8:00 A.M.
November 14	BOARD MEETING – 9:00 A.M.
November 21	Finance Committee – 9:00 A.M.
November 21	Ops and Public Affairs – 10 A.M.
November 21	IT Committee – 11:00 P.M.
November 21	Roadway Committee – 1:00 P.M.
November 28 and 29	Thanksgiving – Office Closed

December 2024	
December 12	Executive Committee – 8:00 A.M.
December 12	BOARD MEETING 9:00 A.M.
December 19	Finance Committee – 9:00 A.M.
December 19	Ops and Public Affairs – 10 A.M.
December 19	IT Committee – 11:00 P.M.
December 19	Roadway Committee – 1:00 P.M.
December 24 and 25	Christmas – Office Closed