

# BOARD OF DIRECTORS SPECIAL MEETING AGENDA



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

**Date:** August 8, 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)

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

### **TEAMS MEETING**

**Or call in (audio only)**

+1 323-618-1887 | Conference ID: 431 230 241#

## **Agenda details:**

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. Meeting Minutes of July 11, 2024
5. Operations Department..... Anjie Vescera
  - a. Administrative Headquarters Facility Hail Claim and Contract Approval
6. Finance Department ..... Bri Summers
  - a. Q2 Finance Review – Dashboard Report Briefing
7. Intern Presentations ..... Joe Donahue
8. Engineering and Roadway Maintenance Department ..... Neil Thomson
  - a. Electrical and Lighting Maintenance Contract – Approval
9. Executive Session..... Chair John Diak  
Executive session, pursuant to C.R.S., Section 24-6-402(4)(b) 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 as well as directing negotiators regarding costs associated with the Authority's Tolling Services Agreements with various parties.

10. Executive Director Report.....Joe Donahue
11. Other Business ..... Chair John Diak
12. Adjourn Meeting..... Chair John Diak

**The next anticipated E-470 Board of Directors Meeting will be on September 12, 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.            Meeting Minutes of July 11, 2024**

**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, July 11, 2024, at 9:00 A.M., at 22470 E. Stephen D. Hogan Parkway, Aurora, Colorado and virtually via the following:  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZmZlZTI2NWUtOGVmYy00OTVhLk3N2EtMmM1M2IxNzI3NGMy%40thread.v2/0?context=%7b%22Tid%22%3a%220dec83f0-8d0a-4036-bdaa-08866d76cf19%22%2c%22Oid%22%3a%22519ee998-2e0f-49ca-b5a6-0f1f7c956522%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmZlZTI2NWUtOGVmYy00OTVhLk3N2EtMmM1M2IxNzI3NGMy%40thread.v2/0?context=%7b%22Tid%22%3a%220dec83f0-8d0a-4036-bdaa-08866d76cf19%22%2c%22Oid%22%3a%22519ee998-2e0f-49ca-b5a6-0f1f7c956522%22%7d) or call in (audio only) +1 323-618-1887 | Conference ID: 431 230 241#.

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  
 Steve Douglas, Mayor City of Commerce City  
 Tony Unrein, Councilmember City of Thornton  
 Jan Pawlowski, Councilmember City of Brighton  
 Chaz Tedesco, Adams County Commissioner  
 George Teal, Douglas County Commissioner

Bruce Leslie, Councilmember City and County of Broomfield (non-voting)  
 Alecia Brown, Councilmember City of Lone Tree (non-voting)  
 Sharon Davis, Councilmember City of Arvada (non-voting)  
 Deborah Mulvey, DRCOG (non-voting)  
 Peggy Catlin, RTD (non-voting)

Piper Darlington, CTIO (non-voting)

Also present were: Sergeant Bryce Schumann, Colorado State Patrol; Nick Badraun, TMC and RA lead, Katie Basse, operations analytics manager, Steve Bedard, risk and safety specialist, Jessica Carson, director of public affairs, Carly Cassady, marketing supervisor, Wanda DeVargas, roadway maintenance supervisor, Geoffrey Doctoroff, senior business development, compliance and risk manager, Ryan Dole, budget and financial analysis manager, Joe Donahue, executive director, Josephine Foote, intern, Michael Hancock, IT business manager, Jimmy Herrera, IT service desk technician, Scott Jackson, system administrator, Aline Koop, operations coordinator, Jacob Kramer, HR manager, Diane Lundquist, executive assistant, Kate Oberleas, project engineer, Aaron Schilz, desktop administrator, Briana Summers, controller, Rod Taylor, director of information technology, Neil Thomson, director of engineering and roadway maintenance, Tricia Trujillo, customer experience and program manager and Anjie Vescera, director of operations, E-470 Public Highway Authority; Michele Riccio, Adams County; Tim Stewart and Dave Kristick, Atkins Realis; Logan Fry, Brownstein Hyatt Farber Schreck; Shawn Poe, City of Commerce City; Scott Spendlove, Intermountain Public Affairs; Pedro Costa and Brenda Schuler, Northwest Parkway; Stacy Mast, Stifel; John Costigan, Susan Ermisch, Adam Moncivaez, Landei Sharp and Albert Jacquez (Roadside Assistance), 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 9:00 A.M.

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

Public Comment: None.

Consent Calendar: Councilmember Pawlowski moved approval of the consent agenda, comprising meeting minutes of June 13, 2024 and 48th Avenue Maintenance IGA. The motion was seconded by Councilmember Bergan and approved unanimously by the Board.

Operations Department:

CSP Annual Stats Report and Reconciliation of RA Outstanding Service: Mr. Doctoroff addressed the Board of Directors and introduced Sergeant Bryce Schumann to recognize Albert Jacquez of the WSP Roadside Assistance crew for his work on February 23-24, 2024. Mr. Jacquez stopped and redirected an intoxicated wrong way driver and in so doing, prevented fatalities or serious injuries while the Colorado State Patrol was contacted and subsequently arrested the suspect. Sergeant Schumann noted Mr. Jacquez's selfless action in favor of public safety and presented him with a Recognition of Outstanding Service Award. The Board of Directors and all present commended Mr. Jacquez.

Sergeant Schumann then presented the Colorado State Patrol's annual statistics for 2023, including noting that distracted driving is a major problem coincident with the use of cell phones while driving. Councilmember Pawlowski noted her observations about higher speeds of vehicles and driving over the posted speed limits. Sergeant Schumann responded accordingly noting speed is an issue. Councilmember Douglas thanked Mr. Jacquez again for his bravery. He then commented on speeding in construction zones. Commissioner Tedesco commended the Colorado State Patrol for their work and thanked Mr. Jacquez for his efforts to make E-470 safe. Councilmember Diak commented on wrong way drivers.

Risk Management  
Annual Crash  
Report Briefing: Mr. Doctoroff reviewed the risk management annual crash statistics for 2023, along with property damage collections with the Board of Directors. He noted collecting on property damage and responding to incidents was a cross departmental effort. He reported on the use of a Third Party Claims Administrator and the increased financial amounts recovered after repairs resulting from accidents. He reviewed crashes by year and location, trends, deer collisions, wrong way drivers, and accident site clearance.

Public Affairs  
Department:  
Mid-Year  
Update: Ms. Carson addressed the Board and provided a mid-year 2024 update on various Public Affairs Department efforts and activities. She played the latest E-470 Now Video and then reported on media relations matters, current advertising campaigns, the top promotional tactics, quarterly newsletters, and email communications. Ms. Carson then reported on the positive results of the negative balance email campaign as well as the new and closed account email program. She then provided a report on social media by platform and reported on member jurisdictional support. Finally, she reported on the E-470 Mascot and the contest to name the E-470 Road Runner. Councilmember Bergan noted Global Fest being put on by the City of Aurora. Councilmember Douglas inquired about new car registrations and Authority advertising and Ms. Carson responded. Commissioner Tedesco expressed appreciation for the outreach and noted most negative feedback he receives relate to non-E-470 roads for which the Authority does the back office. He inquired about trying to explain the same to the public. Ms. Darlington noted CTIO would be happy to help with educational efforts and noting the safety benefits. She then stated that additional educational efforts are underway with respect to how to use the CDOT/CTIO lanes.

Executive  
Director Report: Ms. Vescera introduced Steve Bedard as the Operations Department's new Risk and Safety Specialist. Mr. Taylor then introduced Scott Jackson as the Authority's System Administrator for the Information Technology Department. Mr. Thomson introduced Josephine Foote as the Engineering Department's Summer Intern. Finally, Mr. Donahue reported on several new Finance Department positions as well as the Finance Director search.

Mr. Donahue reported on the culmination of partnering with area developers, member jurisdictions for the 38th Avenue Interchange which he reported is now open.

He reminded the Board of the upcoming Annual IBTTA Conference in Cleveland, Ohio October 26 – 29th. He then noted for the Board that the Central Maintenance Facility Ribbon Cutting Ceremony will be held following the Board’s meeting on August 8, 2024 at 11:00 a.m.

Mr. Donahue reported on the official notice from Plenary Roads Denver triggering a wind down period under the 3-Party Tolling Services Agreement Plenary and High Performance Transportation Enterprise, d/b/a/ CTIO.

Mr. Thomson then reported on the June 21, 2024 incident stemming from a tractor-trailer that hit an overhead sign and closed two southbound lanes of E-470 and necessitated the use of a crane to remove the damaged sign. He noted temporary signage will be installed until a new sign can be installed. He noted the long lead time for delivery of a replacement sign structure. Mr. Thomson thanked the Authority’s staff for their hard work clearing and remediating the incident.

Other Business:       None.

Adjournment:       There being no further business to come before the Board, Councilmember Diak adjourned the meeting at 10:15 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 – 8:30 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 – 8:30 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 – 8:30 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 – 830 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 – 8:30 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 – 8:30 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 IBTTA 92<sup>nd</sup> Annual Meeting and  
To 29 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 – 8:30 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 Thanksgiving – Office Closed  
and 29

### December 2024

December 12 Executive Committee – 8:00 A.M.  
December 12 BOARD MEETING 9:00 A.M.  
December 19 Finance Committee – 8:30 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 Christmas – Office Closed  
and 25