

BOARD OF DIRECTORS MEETING AGENDA



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

Date: October 10, 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:**

Join the meeting now

Meeting ID: 237 276 037 828

Passcode: GsrkME

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Phone conference ID: 132 085 162#

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 August 8, 2024
 - b. Crestone Mineral Rights Lease Approval
 - c. 64th Avenue Interchange Maintenance IGA Approval
 - d. Vaisala Contract Amendment Approval
 - e. Denver Permit Amendment Approval
 - f. Haynes Contract Extension and NTE Increase
 - g. Buckley Metro District Inclusion Agreement Approval
5. Executive Session.....Chair John Diak

- a. 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 the Authority’s Ground Leases with Applegreen CO Travel Plazas, LLC.
- 6. Engineering and Roadway Maintenance Department Neil Thomson
 - a. Applegreen Lease Amendment Approval
- 7. Operations Department.....Anjie Vescera
 - a. Colorado Correctional Industries (CCi) IGA
 - b. WSP Extension
- 8. Executive Director Report..... Joe Donahue
- 9. 2025 Budget Workshop Joe Donahue
 - a. Operating Budget
 - b. Capital Budget
- 10. Department Budget Presentations:
 - a. Engineering and Roadway Maintenance Neil Thomson
 - b. Operations Anjie Vescera
 - c. Information Technology..... Rod Taylor
 - d. Finance and Tolling Services Bri Summers
 - e. Executive and Public Affairs.....Joe Donahue and Jessica Carson
 - f. Salary and Burden..... Jacob Kramer
 - g. Budget Wrap Up 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 November 14, 2024
at 9:00 a.m. at the E-470 Public Highway Authority, 22470 E. Stephen D. Hogan Parkway,
Aurora, Colorado 80018**

RECORD OF PROCEEDINGS

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

Held: Thursday, August 8, 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_ZmZlZTI2NWUtOGVmYy00OTVkJk3N2EtMmM1M2IxNzI3NGMy%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
Jeff Baker, Arapahoe 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
George Teal, Douglas County Commissioner

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

Also present were: Rocky Teter, Councilmember City of Commerce City (alternate); 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, Michael

Hancock, IT business manager, Jimmy Herrera, service desk technician, Kate Jones, senior accountant, Melinda Kloppenberg, accounts payable specialist, Aline Koop, operations coordinator, Jacob Kramer, HR manager, Diane Lundquist, executive assistant, Kate Oberleas, project engineer, Aaron Schilz, system administrator, Derek Slack, roadway maintenance manager, Briana Summers, controller, Rod Taylor, director of information technology, Neil Thomson, director of engineering and roadway maintenance, Tricia Trujillo, customer experience and program manager, Anjie Vescera, director of operations, Blake Williams, customer experience and workforce supervisor, Anna Durr, intern and Josephine Foote, intern, E-470 Public Highway Authority; Josh Sender, Adams County; Mac Callison, City of Aurora; Tim Stewart Atkins Realis; Robyn Moore, Piper Sandler; Susan Ermisch, 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 9:03 A.M.

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

Public Comment: None.

Consent Calendar: Councilmember Bergan moved approval of the consent agenda, comprising meeting minutes of July 11, 2024. The motion was seconded by Councilmember Unrein and approved unanimously by the Board.

Operations

Department:

Administrative
Headquarters
Facility Hail Claim
and Contract
Approval:

Mr. Doctoroff addressed the Board and reviewed the spring hail event and its impact upon the Administrative Headquarters Facilities, noting it was a slow moving storm and the roof suffered a total loss. He then reviewed the details of the loss and the insurance payment, which left over \$200,000 in payment to be made by the Authority. He noted staff's recommendation to retain Western Roofing to replace the roof as they are the insurance company approved vendor.

Mayor Douglas made a motion to approve the award of Contract OP-24-ROOF-2 for the Administrative Headquarters Facility (AHF) roof replacement to Western Roofing, with a not to exceed value of \$850,000.00 and to authorize the Executive Director to execute the Contract, subject to the review and approval of General Counsel. Councilmember Pawlowski seconded the motion, which upon vote carried unanimously.

Finance Department:

Q2 Finance
Review –

Ms. Summers and Mr. Dole reviewed the Second Quarter Dashboard Report. Mr. Dole reviewed year to date monthly transaction trends, and transactions broken down by road segment. He then presented year to date back office transactions and revenue

Dashboard
Briefing: generating transactions, traffic and revenue trends and a gross toll revenue breakdown. Ms. Summers then reviewed the year to date 2024 Operating Budget, a historical debt service coverage table, and provided a year to date 2024 Capital Budget summary. She then reviewed the status of the Authority’s debt and swaps as well as the new debt service schedule after the June 2024 refundings. Ms. Summers addressed the Authority’s Fund Balances as of June 30th. Commissioner Tedesco commended the Authority’s staff on how well they perform and then inquired about the multi-axle program and expressed his desire to understand how the program was working. Councilmember Bergan inquired about the timing of the capital expenditures for technology. Ms. Summers and Mr. Taylor responded. Councilmember Douglas asked for information regarding entry and exit locations for the multi-axle transactions.

At 9:21 Commission Teal joined the meeting remotely.

Engineering and
Roadway
Maintenance
Department:

Electrical and
Lighting
Maintenance
Contract -
Approval Mr. Slack reviewed with the Board the electrical and lighting maintenance contract, noting the contract scope. He reviewed the timeline for the Authority’s Request for Proposals for the contract, noting that the selection process was chosen because there is considerable problem solving involved in the scope. He noted the Authority received three proposals and then reviewed the proposals with the Board. He then reviewed the RFP Evaluation. He reported on the added services that Lumin8 could provide under this contract as well as their Next Gen Lane system experience and intelligent transportation services as advantages.

Councilmember Bergan asked about the excessively high bidder and Mr. Slack responded. Councilmember Diak inquired about the lowest price bidder and Mr. Slack noted their limited capabilities in comparison to Lumin8. Commissioner Tedesco noted his appreciation for the process.

Councilmember Bergan moved that the Board approve the award of Contract EN-24-ELEC-1 for Electric and Lighting Maintenance to Lumin8 Transportation Technologies, LLC, with a three-year not to exceed value of \$1,000,000.00 and authorize the executive director to execute the Contract subject to the review and approval of general counsel. Councilmember Pawlowski seconded the motion, which motion was unanimously approved.

Executive Director
Report:

Mr. Donahue addressed the Board noting the recalibration of the Authority’s capital program in the wake of COVID and with considerable deferred maintenance related thereto as well as high inflation. He noted the need to support the north end of the road as was done with the South.

New Employees: Ms. Summers introduced Kate Jones the Authority's Senior Accountant and Melinda Kloppenberg the Authority's Accounts Payable Specialist. Ms. Vescera then introduced Blake Williams the Customer Experience and Workforce Supervisor. Mr. Donahue then noted for the Board the offer out for a Director of Finance and the process involved. Mr. Donahue noted the Ribbon Cutting Ceremony following the Board Meeting and reported on Board Effect.

Intern Presentations:

Thereafter the Intern presentations ensued. Ms. Durr reported on her work with the Public Relations and Communications team this summer. The Board commenced Ms. Durr on her presentation. Ms. Foote addressed the Board and reported on her work as the Roadway and Maintenance Intern. The Board thanked her for her service.

Executive Session:

Councilmember Pawlowski then moved that the Board move into 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.

Mayor Douglas seconded the motion, which was approved by the Board at 10:02 A.M.

The executive session included all voting members present at the meeting and Mr. Donahue and Ms. Seaver. Commissioner Baker joined the executive session at 10:23 A.M.

The executive session was adjourned at 10:48 A.M.

Councilmember Diak reconvened open session at 10:50 A.M.

Other Business:

Councilmember Douglas inquired about costs and timeline for the interchange at 88th Avenue. Mr. Donahue noted he would discuss the matter with Mr. Thomson and get Councilmember Douglas more detail. Commissioner Tedesco asked that he receive the same information.

Adjournment:

There being no further business to come before the Board, Councilmember Diak adjourned the meeting at 10:55 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 92nd 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