

Jefferson Parkway Public Highway Authority Summary of Minutes of Workshop and Regular Meeting



October 20, 2016
Arvada City Hall
8101 Ralston Rd., Arvada, CO
Council Conference Room, 3RD Floor

I. Call to Order

Chairman Don Rosier called the workshop of the Jefferson Parkway Public Highway Authority (JPPHA) to order at 12:07 p.m. Present were Director Marc Williams; Director David Jones; Director Greg Stokes. Absent: Director Randy Ahrens.

Also in attendance were Bill Ray, *Staff to JPPHA*; Ed Icenogle and Tamara Seaver, *Legal Counsel for the JPPHA*; Bill Tuthill, *Broomfield City and County Attorney*; Kevin Standbridge, *City and County of Broomfield*; Steve Durian, *Jefferson County Transportation Director*; Ellen Wakeman and Kourtney Hartmann, *Legal Counsel for Jefferson County*; and Lorraine Anderson, *RTD Board Member*, along with Matt McDole & Jeff Wassenaar, *LS Gallegos*; Brian Wilkerson, *Revolution Advisors*; Howard Kenison, *Lindquist & Vennum*.

II. Pledge of Allegiance

III. Workshop Notes

1. Matt McDole presented a GANTT chart and projected timeline related to the completion of the parkway.
2. Ed Icenogle and Tamara Seaver answered Board member questions regarding the parkway's procurement process.
3. Bill Ray asked the Board for direction in regard to the future administration of the parkway.
4. Brian Wilkerson presented some topics for the Board to consider as it relates to the future administration of the parkway:

Who will do it?

- Long term, how much will the JPPHA provide oversight? How big?

What is JPPHA's role in order to move forward?

- Project management
- Financial analysis
- Construction oversight
- Legal counsel
- Consultant oversight

5. The Board asked for more information on what an RFP solicitation might look like. The following items were discussed:
 - Financial implications
 - List of mechanisms for procurement
 - Concessionaire agreement examples
 - The Board suggested that the Interim Executive Director stay the course while going forward with a discussion on how to transition to a more permanent structure
 - The Board requested the Interim Executive Director prepare a script for potential consultants/firms/directors
6. Chairman Rosier asked that updates to the timeline be presented to the Board as progress continues.
7. Bill Ray asked the Board if quarterly Board meetings were sufficient going forward. Chairman Rosier suggested a Special Board meeting be scheduled in November based on the workshop findings. The Board suggested a special board meeting on November 17 at 3:00 p.m.
8. Bill Ray reported that he will be making a presentation on the Jefferson Parkway at the NALF conference on October 25.
9. The Board concluded its' workshop at 2:22 p.m. Director Williams made a motion to change the agenda in order to go into an Executive Session prior to the regular board meeting scheduled for 3:00 p.m. Director Stokes seconded the motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

The agenda was changed to hold an Executive Session prior to the regular board meeting.

IV. **Executive Session**

- A. Discussion of matters being negotiated, Pursuant to CRS 24-6-402(4)(e)
- B. Discussion of matters regarding legal advice, Pursuant to CRS 24-6-402(4)(b)

Tamara Seaver, Legal Counsel, stated there were matters for executive session as shown above.

Director Williams made a motion to go into Executive Session. Director Stokes seconded the motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

The Board entered into an Executive Session.

Director Jones made a motion to come out of Executive Session. Director Williams seconded the motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

The Board came out of Executive Session at 3:00 p.m. and entered into their regular board meeting.

V. Consent Items

- A. Director Stokes made a motion to approve the July 21, 2016 meeting minutes. Director Jones seconded the Motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

The July 21, 2016 minutes were approved.

VI. Report from Staff

- A. Bill Ray presented a proposed 2017 budget and budget message. Director Williams made a motion to set the 2017 budget public hearing for 12:00 p.m. on December 15, 2016. Director Jones seconded the motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

The Motion passed.

- B. Bill Ray suggested dates for the 2017 regular board meeting calendar as follows: January 19, April 20, July 20, October 19, and December 21 (budget public hearing). Director Williams made a motion to set the 2017 regular board meeting dates as suggested. Director Jones seconded the motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

The Motion passed.

- C. Director Williams made a motion to set a special board meeting for November 17, 2016 at 3:00 p.m. Director Stokes seconded the motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

The Motion passed.

VII. Report of the General Counsel

- A. Tamara Seaver presented Reimbursement Agreement Amendments for the City and County of Broomfield and Jefferson County for the Board's approval.

Director Williams made a motion to approve the Reimbursement Agreement Amendments for the City and County of Broomfield and Jefferson County. Director Stokes seconded the Motion.

The following votes were cast on the Motion:

Those voting Yes: Stokes, Jones, Williams, Rosier

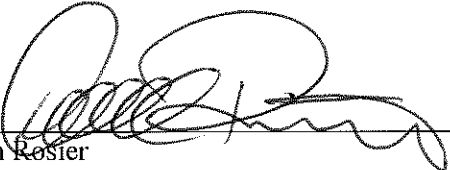
The Reimbursement Agreement Amendments were approved.

VIII. Report from the Board of Directors


A. Chairman Rosier expressed his appreciation for the people involved in the WestConnect effort. He also reported that there are three public meetings scheduled for mid-November.

IX. New Business - None

X. Adjournment: Chairman Rosier adjourned the meeting at 3:18 p.m.



Don Rosier
Chairman



Michele Broski
Recording Secretary

