

Baptist Road Rural Transportation Authority

REGULAR MEETING AGENDA

Board:

Commissioner Darryl Glenn
Mayor Travis Easton
Clerk and Recorder Wayne Williams
Commissioner Dennis Hisey
Trustee Jeffrey Kaiser

DATE: July 1, 2011
TIME: 2:30 p.m.
PLACE: Town of Monument
645 Beaconlite Road
Monument, Colorado, 80132

I. Call to Order

II. Certification of Agenda

III. Items From Citizens (Items not on Agenda) – 1 Hour is Reserved for Public Comment

IV. Review and Approve Minutes of the May 6, 2011 Regular Meeting (enclosed)

V. Financial Items

A. Review and Ratify Claims As Presented

**Baptist Road Rural Transportation Authority Agenda
July 1, 2011**

B. Review and Approve Claims as Presented

C. Review and Accept Cash Position (enclosed)

D. Update on Use Tax Information

E. Update on Sale Tax Collections

VI. Manager's Items

A. Update on Improvements West of I-25 on Baptist Road

B. Review and Discuss Lutheran Church Inclusion

VII. Attorney's Items

A. Update on THF Lawsuit; Executive Session per C.R.S. 24-6-402(4)
Purposes of Receiving Legal Advice and C.R.S. 24-6-402(e) for Purposes
of Establishing Negotiation Position, if necessary

**Baptist Road Rural Transportation Authority Agenda
July 1, 2011**

B. Review and Consider Approval of IGA with El Paso County

VIII. Board Member Items

IX. Adjournment

**The next regular Board meeting will be August 5, 2011 at 2:30 p.m. at Monument
Town Hall, 645 Beaconlite Road, Monument, Colorado 80132**

RECORD OF PROCEEDINGS

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BAPTIST ROAD RURAL TRANSPORTATION AUTHORITY HELD May 6, 2011

A regular meeting of the Board of Directors of the Baptist Road Rural Transportation Authority was held on May 6, 2011 at 2:30 p.m., at the Monument Town Hall Conference Room, 645 Beaconlite Road, Monument, Colorado 80132.

Attendance

In attendance were:

Mayor Travis Easton
Trustee Jeffrey Kaiser
Commissioner Darryl Glenn
Commissioner Dennis Hisey

Also in attendance were:

Denise Denslow and Laruen Robesky; R.S. Wells, L.L.C.
James Hunsaker; Grimshaw & Haring, P.C.
Carrie Bartow; Clifton Gunderson, LLP
Tom Kassawara; Town of Monument
Jim Kendrick; Our Community News
Mark Carmel; Triview
Bob Torres; Jacobs
Dennis Minchow; Forest Lakes

Call to Order: Commissioner Glenn called the meeting to order at 2:32 p.m. Clerk and Recorder Wayne Williams' absence was excused by the Board.

Certification of Agenda

After discussion, and upon a motion duly made by Mayor Easton, seconded by Commissioner Hisey, and upon vote, unanimously carried, the Board approved the agenda as presented.

Items from Citizens

Dennis Minchow inquired as to the status the Baptist Road improvements to the west of I-25. Tom Kassawara stated that the County will be issuing an RFQ shortly for the design work. Mr. Kassawara noted that it will likely be a few months from now.

Minutes

Commissioner Darryl Glenn inquired as to whether or not the request for a fee reduction at 845 Struthers was on the agenda. Ms. Denslow noted that communication has been made with Mr. Paul, but he has not yet responded.

RECORD OF PROCEEDINGS

After review and discussion, and upon a motion duly made by Mayor Easton, seconded by Trustee Kaiser, and, upon vote, unanimously carried, the Board approved the April 1, 2011 regular meeting minutes as submitted.

Financial Items

Review and Approve Claims Represented by Checks Number 1371 Through 1373, Totaling \$16,876.92

Upon a motion duly made by Mayor Easton, seconded by Commissioner Hisey, and upon vote, unanimously carried, the Board approved the claims represented by checks number 1371 through 1373, totaling \$16,876.92.

Review and Accept Cash Position

Ms. Bartow reviewed the Cash Position with the Board noting that April sales tax remittance was received today. The collection amounts are running approximately 5% behind. This will cause a need to withdraw approximately \$35,000 from the Reserve Fund to make the June interest payment on the debt. Discussion ensued regarding the collections. Clifton Gunderson is to continuously follow up with the State Department of Revenue.

After discussion and review, and upon a motion duly made by Mayor Easton, seconded by Commissioner Hisey, and upon vote, unanimously carried, the Board approved the Cash Position.

Update on Use Tax Information

Jim Hunsaker noted that he has a form of an IGA with El Paso County and will speak with the County Attorney next week.

Items from the Manager

Discussion ensued regarding the Lutheran Church inclusion. There has been communication but no formal request has been made to BRRTA. Mr. Hunsaker is to start the process with the goal of holding the hearing at the June meeting.

Items from the Attorney

Discuss Triview Sewer Line Claim

Mark Carmel, Manager for Triview, presented a location map for the Board. It is believed that the repair will be at least \$5,000. It could be more if the retaining wall is impacted. The work is to begin in a week. Mr. Carmel inquired as to whether the Authority will pay the expense. Mr. Hunsaker stated that he does not believe the Authority was negligent, nor is there liability. The Authority could pay and seek reimbursement from Qwest. Mr. Hunsaker recommended that we assist Triview in

RECORD OF PROCEEDINGS

obtaining the funds. The Board discussed. The Board directed staff to work with Triview in communicating with Qwest to seek reimbursement.

Review and Consider Settlement Offer from THF Realty for Access Road: Executive Session per C.R.S. 24-6-402(b) for Purposes of Receiving Legal Advice and C.R.S. 24-6-402(e) for Purposes of Establishing Negotiation Position, if necessary

Upon a motion duly made by Mayor Easton, seconded by Commissioner Hisey, and upon vote, unanimously carried, the Board entered into Executive Session at 3:05 p.m. pursuant to C.R.S. 24-6-402(b) for purposes of receiving legal advice and C.R.S. 24-6-402(e) for purposes of establishing negotiation position, if necessary.

Upon a motion duly made by Commissioner Hisey, seconded by Mayor Easton, and upon vote, unanimously carried, the Board adjourned from Executive Session at 3:20 p.m.

No action was taken in the Executive Session, and discussion did not exceed the proposes for which the session was called.

Board Member Items

None.

Adjournment

There being no further business before the Board, and upon a motion duly made by Mayor Easton, seconded by Trustee Kaiser, and upon vote, unanimously carried, the meeting was adjourned at 3:21 p.m.

Respectfully Submitted,

Secretary for the Meeting

The next meeting of the BRRTA Board will be June 3, 2011 at 2:30 p.m. at the Monument Town Hall, 645 Beaconlite Road, Monument, Colorado 80132.

Printed Regular Checks

Checking-Guaranty Bank & - Distribution Detail - Date Range:Unlimited
Check #: 1374 To 1377 - Vendor: All - Payee Name: All - By Check Number - AP Pmt Distribution

Chk No.	Date	Ven ID	Payee Name \ Vendor Name	Distribution Amount	Check Amount
Acct No.			Override Description		
1374	06/06/11	CLIFTON	Clifton Gunderson, LLP		2,144.00
	17000		Accounting	1,129.00	
	17515		Sales tax administration	1,015.00	
1375	06/06/11	GRIMS	Grimshaw & Haring		5,163.02
	17460		Legal services	5,163.02	
1376	06/06/11	RSWEL	R.S. Wells L.L.C.		2,368.25
	17440		District management	2,368.25	
1377	06/17/11	SHIELDS	Edward M. Shields P.C.		1,000.00
	17460		Legal services	1,000.00	
Total for the 4 checks				10,675.27	10,675.27

Account Distributions

Account No.	Account Description	Amount
17000	Accounting	1,129.00
17440	District management	2,368.25
17460	Legal services	6,163.02
17515	Sales tax administration	1,015.00
		10,675.27

Baptist Road RTA

8390 E. Crescent Pkwy, Suite 600, Greenwood Village, CO 80111

Printed Regular Checks

Checking-Guaranty Bank & - Summary - From 07/01/11 To 07/01/11

Check #: All - Vendor: All - Payee Name: All - By Check Number - AP Pmt Distribution

Chk No.	Date	Vendor ID	Payee Name \ Vendor Name	Check Amount
1378	07/01/11	CLIFTON	Clifton Gunderson, LLP	5,097.60
1379	07/01/11	GRIMS	Grimshaw & Harring	7,112.54
Total for the 2 checks				12,210.14

Account Distributions

Account No.	Account Description	Amount
17000	Accounting	2,262.00
17440	District management	2,835.60
17460	Legal services	7,112.54
		12,210.14

BAPTIST ROAD RURAL TRANSPORTATION AUTHORITY
Sales/Use Tax Revenue Reconciliation as of May 31, 2011

	Sales Tax	Use Tax	Interest	Collection Fee	Sales Tax PPRTA	Net Amount Received	2010 Net Collections	Change in Dollar Amount	Change in Percentage Rate
Revenue for 2011:									
January	\$ 81,602.66	\$ 504.04	\$ 71.68	\$ (103.00)	\$ -	\$ 82,075.38	\$ 62,036.46	\$ 20,038.92	32.30%
February	59,207.02	775.37	63.04	(103.00)	-	59,942.43	100,397.58	(40,455.15)	-40.29%
March	77,675.52	991.64	43.53	(103.00)	9,139.84	87,747.53	81,339.46	6,408.07	7.88%
April	78,578.15	668.94	58.20	(103.00)	-	79,202.29	75,654.41	3,547.88	4.69%
May						-	-	-	0.00%
June						-	-	-	0.00%
July						-	-	-	0.00%
August						-	-	-	0.00%
September						-	-	-	0.00%
October						-	-	-	0.00%
November						-	-	-	0.00%
December						-	-	-	0.00%
Total for 2011	\$ 297,063.35	\$ 2,939.99	\$ 236.45	\$ (412.00)	\$ 9,139.84	\$ 308,967.63	\$ 319,427.91	\$ (10,460.28)	-3.27%

Per Budget 2011	\$ 1,150,690
Percent Collected	26.61%

2010 Actual Collection \$ 1,046,730.02

BAPTIST ROAD RURAL TRANSPORTATION AUTHORITY
 Construction Costs Budget vs. Actual
 Updated as of 6/22/11

Contractor	Original Budget	Contract Amendment	Amended Budget	Total Cost		Pending Transactions	Variance to Budget
				Thru 5/31/11			
Lawrence Construction	\$ 12,614,738.00	\$ 644,336.30	\$ 13,259,074.30	\$ 13,363,858.24	\$ -	\$ 104,783.94	
MVEA Utilities	567,965.00	-	567,965.00	478,939.76	-	(89,025.24)	
Jacobs	1,749,115.00	-	1,749,115.00	1,520,911.37	-	(228,203.63)	
CDOT (IGA)	200,000.00	-	200,000.00	60,924.72	-	(139,075.28)	
CMO No.1 (Access Roads - Valero)	550,000.00	-	550,000.00	-	-	(550,000.00)	
Qwest	-	-	-	47,785.98	-	47,785.98	
King and Associates	-	-	-	8,818.65	-	8,818.65	
Carter & Burgess	-	-	-	98,707.39	-	98,707.39	
PBS&J	-	-	-	449,168.66	484.50	449,653.16	
Hank Humphries	-	-	-	4,600.00	-	4,600.00	
Totals	\$ 15,681,818.00	\$ 644,336.30	\$ 16,326,154.30	\$ 16,033,714.77	\$ 484.50	\$ (291,955.03)	

UMB Facility Fund

Beginning Balance 5/1/07	\$ 17,676,070.75
Income	797,826.03
Construction Withdrawals	(16,034,199.27)
Fees	(77,229.04)
Ending Balance 5/31/11	\$ 2,362,468.47