

	<p style="text-align: center;"><b>MINUTES OF THE INFORMAL DISCUSSION AND REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE COLORADO TRANSPORTATION INVESTMENT OFFICE (CTIO)<sup>1</sup></b></p> <p style="text-align: center;">Held: Wednesday, January 18, 2023, 10:30 am Broadcast on YouTube Live. A recording of the CTIO meeting can be found <a href="#">here</a>, and a joint workshop with the TC can be found <a href="#">here</a>.</p> <p>The regular meeting of the CTIO Board of Directors was convened in accordance with applicable statutes of the State of Colorado, with the following Directors present:</p> <p>Margaret Bowes, Chair Karen Stuart, Vice-Chair Don Stanton Cecil Gutierrez Travis Easton Eula Adams Joel Noble</p>
<b>Roll Call Regular Meeting</b>	All board members were present. The meeting began at 10:30 am.
<b>Informal Discussion</b>	<p>CTIO Staff and the CTIO Board discussed the following:</p> <ul style="list-style-type: none"> <li>● Central 70 Toll Rates approval.</li> <li>● Globeville and Elyria Swansea Progress Report.</li> <li>● Central 70 Toll Commencement.</li> <li>● CTIO Staffing.</li> <li>● CTIO 2022 Annual Report.</li> </ul> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>● Board members and staff discussed key elements of the Annual Report and who it is sent to.</li> <li>● Board members highlighted some additional contacts to share the annual report with and complimented CTIO staff on the professionalism and comprehensive nature of the report.</li> </ul>
<b>Roll Call Regular Meeting</b>	All board members were present. The meeting continued at 10:42 am.
<b>Public Comment</b>	There was no public comment.

<sup>1</sup> The High Performance Transportation Enterprise (HPTE) is now doing business as the Colorado Transportation Investment Office (CTIO). CTIO is how the enterprise will refer to itself now and in the future, however, the HPTE name is retained for legislative and legal documents.

<p><b>Director's Report</b></p>	<p>Nick Farber, CTIO Director, provided the Director's Report, which included information on the following:</p> <ul style="list-style-type: none"> <li>● Burnham Yard Transportation Planning Study progress report.</li> <li>● A Progress Report on the FY23 Fee for Service Intra-Agency Agreement (IAA) Scope of Work. Key activities were: <ul style="list-style-type: none"> <li>○ CTIO continues to work closely with CDOT and Electronic Tolling Consultants, LLC (ETC) to complete the installation of new tolling equipment on projects under construction.</li> <li>○ Ongoing Public-Private Partnership (P3): Oversight and Contract Management related to Central 70 and US 36, including procurement of a new third party vendor to provide oversight of all contractual operations and maintenance requirements.</li> <li>○ Development of a business case for a new back-office and leading the procurement on behalf of the Department. .</li> <li>○ Public Outreach and Communications related to requests from the media on various areas of CTIO's projects and facilities. including communications campaigns in anticipation of tolling commencement on Central 70 and I-25 South GAP.</li> </ul> </li> </ul> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>● CTIO Board Members requested an update on the progress associated with Burnham Yard Transportation Study at a future meeting.</li> </ul>
<p><b>Construction and Operations Questions</b></p>	<p>CTIO Board Members and staff discussed the signage on the Mountain Express Lanes ahead of enforcement on the corridor. CTIO staff confirmed that they would review the signage plan and ensure it addresses the concerns raised.</p>
<p><b>Consent Agenda: Resolution #404, December 14, board minutes</b></p>	<p><b>ACTION:</b> Upon a motion by Director Easton and second by Director Guitierrez, a vote was conducted and Resolution #404 (December 14, 2022 minutes) was unanimously approved.</p>
<p><b>Central 70 Toll Rates - Resolution #405</b></p>	<p>Kelly Brown, Chief Toll Operations Officer, provided an overview to the board on the proposed toll rates for the Central 70 Express Lanes, which are due to begin tolling in February, and asked for approval of Resolution #405.</p> <p><b>ACTION:</b> Upon a motion by Director Adams and second by Director Stanton, a vote was conducted and Resolution #405 (Central 70 Toll Rate Approval) was unanimously approved.</p>

<p><b>Central 70 Toll Commencement Communications Outreach Plan</b></p>	<p>Tim Hoover, CDOT Communications Integration Lead, provided a presentation on the communications and outreach plan associated with Central 70 tolling commencement. The presentation focused on the following:</p> <ul style="list-style-type: none"> <li>● Target audiences.</li> <li>● Key messages.</li> <li>● Earned Media and Paid Media.</li> <li>● Shared Media and Owned Media.</li> <li>● Timeline.</li> <li>● Questions.</li> </ul> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>● CTIO Board members and staff discuss outreach to car rental companies and other outlets, including various transportation-focused groups, as part of the plan.</li> </ul>
<p><b>Break</b></p>	<p>The CTIO Board of Directors took a short break at 11:03.</p> <p>The Board meeting reconvened in a joint workshop with the Transportation Commission (TC) at 12:00 pm.</p>
<p><b>CTIO Staffing - Joint Workshop</b></p>	<p>Nick Farber, CTIO Director, and Kelly Brown, Chief Toll Operations Officer, provided a presentation on CTIO staffing to the CTIO Board and TC. The presentation included information on the following:</p> <ul style="list-style-type: none"> <li>● Key Factors</li> <li>● Current CTIO Organizational (Org) Chart.</li> <li>● Proposed CTIO Org Chart.</li> <li>● Traffic Operator Duties.</li> <li>● Toll Project Manager Duties.</li> <li>● Key Points.</li> <li>● Peer Toll Agencies Staffing Comparison.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>● CTIO Board and TC Members discussed projections of staffing needs based on revenue and ensuring users of the Mountain Express Lanes know how to use the lanes safely and correctly.</li> <li>● A number of TC and CTIO Board Members expressed their support for increased staffing to meet the needs of CTIO's growing Express Lanes network.</li> </ul>
<p><b>Adjourn</b></p>	<p>The CTIO Board adjourned at 12:35 pm.</p>