

**Resolution – HPTE # 167**

**Approving HPTE April 15, 2015 regular meeting minutes**

**BE IT RESOLVED**, that the April 15, 2015, regular meeting minutes attached hereto, are hereby approved by the High Performance Transportation Enterprise Board of Directors.

Signed as of May 20, 2015

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Kari Grant  
Interim Secretary, HPTE Board

MINUTES OF THE REGULAR MEETING OF THE BOARD OF THE  
**HIGH PERFORMANCE TRANSPORTATION ENTERPRISE (HPTE) (Room 225 and HQ Auditorium)**

Held: Wednesday, April 15, 2015; 12:00 p.m.

4201 E. Arkansas Ave, Denver, CO 80222

A regular meeting of the Board of the HPTE was convened in accordance with applicable statutes of the State of Colorado, with the following Board Directors present:

Attendance:

Brenda Smith (phone)

Kathy Gilliland, Vice Chair

Doug Aden

Gary Reiff

Trey Rogers

Board Vice-Chair  
Gilliland called the  
meeting to order  
@12:00pm in Room  
225

Roll call was taken to establish a quorum, and it was noted that the absences of Board Chair Gagen and Board Director Marostica were excused.

The HPTE Board engaged in discussion of matters relating to subsequent agenda items, upcoming projects, and administrative and budget matters.

General Discussion:

Director Michael Cheroutes reported on the following:

Director Cheroutes reported on the Legislative Audit Committee meeting held on March 30, 2015, and said that Board Directors Gilliland, Gagen and Smith were present as was CDOT Executive Director Shailen Bhatt. Director Cheroutes said that the Committee's recommendations are now being implemented in whole or in part. Executive Director Bhatt and Board Directors Smith and Rogers remarked on the external auditor's excellent representation of CDOT and HPTE. Director Cheroutes indicated HPTE would be back before the Legislative Audit Committee in September for a follow-up, and personally thanked Board Director Smith for her help with the audit.

Director Cheroutes then spoke about the upcoming communications and public outreach activities for US 36. He said a telephone town hall will be held on Thursday, April 16 at which Board Vice-Chair Gilliland and Board Director Rogers will be present to answer questions by telephone. HPTE Communications Manager Megan Castle noted that a public meeting will also be held on Tuesday, April 21 starting at 6:30 p.m. at the First Bank Town Center in Broomfield. Main topics for presentation will be how to use the new express lanes and proposed toll rates. Representatives from E-470 will be present to take orders for transponders, and representatives from Plenary Roads Denver (PRD) and 36 Commuting Solutions will also be on hand.

36 Commuting Solutions director Audrey DeBarros spoke to the Board, describing how that organization plays a significant role in providing information to the general public and employers about transportation options throughout the corridor. Director Cheroutes noted that 36 Commuting Solutions continues to be an important partner in bringing solutions forward for US 36.

Director Cheroutes gave an update on activity leading up to the opening of US 36 Phase 1 in July. HPTE is engaged with E-470 on testing equipment and with a vendor to supply the new switchable transponders. A recent Mayors and County Commissioners (MCC) meeting indicated acceptance of the proposed toll rates and support for the opening of Phase 1. Director Cheroutes said an opening ceremony would likely occur in mid-June, with tolling anticipated to commence on July 1. He noted that the new lanes would be open to traffic prior to July 1 to assist with the equipment testing, but that all tolls would be waived during that time.

Director Cheroutes noted that the Board will be asked to approve a second budget supplement for FY 2015. The second budget supplement includes an allocation of funds for switchable transponders and

an advertising campaign for the new express lanes. Director Cheroutes also explained that an internal audit showed the carryover in Fund 536 does not align with the data in the SAP accounting system. Staff from Accounting and Budget and Board Director Smith worked to reconcile these differences in a program true-up. The discrepancy does not create a cash flow problem. It was noted that new controls and policies have been put into place so that the budget is reconciled with accounting records going forward. Director Cheroutes said this was a result of a staff error, not an error in the system. Board Director Smith recommended flow-charting each step in the budget process so that henceforth tracking would be more accurate.

Attorney General representative Kathy Young introduced Assistant Attorney General Brent Butzin who will begin work with HPTE at the end of April.

Meeting Break  
(12:55)

Regular Board meeting moved from Room 225 to the Auditorium.

Vice Chair Gilliland reconvened the regular meeting @1:00pm in the Auditorium.

Board reconvened and roll was called to re-establish a quorum after a short break. All directors were present with the exception of Board Chair Gagen and Board Director Marostica.

Approval of Minutes  
Resolution #164:

Board Director Aden moved approval of Resolution #164, approving the March 3, 2015 special meeting minutes and the March 18, 2015 regular meeting minutes. Upon a second by Board Director Rogers, the minutes were approved by all present.

Public Comment @  
1:10pm:

No public comment.

Director's Report:

Director Cheroutes reported that the top focus for HPTE and CDOT is the planned opening of US 36 Phase 1 in mid-June. HPTE and OMPD are working with E-470 on equipment testing, and with PRD to ensure the operations oversight team is in place. He noted that there is good support in the corridor for the opening. Once all testing is complete, the Phase 1 portion of the US 36 will be handed over to PRD on July 1. Director Cheroutes also reported that pre-development work for I-70 East is ongoing and is also a high priority.

OMPD Report:

OMPD Director Brett Johnson reported that their focus is on the I-70 East Letter of Intent (LOI) and resulting questions from FHWA, and that CDOT is working out details of a partnership with the City and County of Denver on funding improvements for I-70 East. He anticipates making a presentation on I-70 East financing to the Board next month. On the I-70 Mountain Corridor, he said that the eastbound PPSL work is proceeding, and the lane will open this fall. He also noted an upcoming Collaborative Effort meeting at the end of April that will address other corridor issues. Director Johnson also noted that work on I-25 North Segment 2 (US 36 to 120th Avenue) is set to open in October. An open house for Segment 3 was held earlier this month, and it is hoped that segment will eventually connect with E-470 on the north. Director Johnson also reported that a TIFIA Letter of Interest for C-470 has been submitted, and that the project team is still working out a financing plan for that project.

Communications  
Report:

HPTE Communications Manager Megan Castle reminded the Board about upcoming outreach events in the US 36 corridor, including a telephone town hall on April 16 and a public meeting on April 21. She noted social media is very active on getting the word out, and that personal outreach to legislators was a priority. The focus of this outreach is on how to use express lanes and the proposed toll schedule for US 36. She also mentioned the recent LAC Audit, which found that P3 delivery on I-70 East delivers the best value to the public. Her office is developing an HPTE Strategic Communications Plan as recommended by the audit.

Ms. Castle then introduced Audrey DeBarros, Executive Director of 36 Commuting Solutions, who provided an update on the 36 Commuting Solutions congestion mitigation plan. She noted several various incentives, including a master eco-pass program that have proven quite successful. She noted HPTE is helping to fund the congestion mitigation program, and that this “corridor of choice” should become a national model for congestion management.

Budget Supplement to the FY15 Budget for Fund 536 and Fund 537  
Resolution #165:

HPTE Budget Analyst Piper Frode presented the amended FY 2015 budget, noting new allocations for express lane advertising and switchable transponders, new carry-forward amounts for Funds 536 and 537, and a new line item for the Aconex document management system. Director Cheroutes added that the audit recommended HPTE implement better document tracking and maintenance, and that Aconex is a well-accepted system for doing so across the nation.

Following discussion, upon a motion by Board Director Rogers and second by Board Director Aden, Resolution #165 was approved by all present.

Discussion of FY16 Budgets for Fund 536 and Fund 537:

HPTE Budget Analyst Piper Frode presented a new draft FY 2016 budget. The proposed FY 2016 budget includes new formatting to account for costs by corridor, repayment of Transportation Commission loans, which are anticipated to be repaid in ten years, \$2.0 million fee payment from CDOT to HPTE for services to be rendered, and a line item for transparency and outreach efforts in response to the audit findings.

Other Business:

Director Cheroutes noted for the public a link to the LAC Audit and its findings and recommendations is available on the HPTE website.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned.

