

# FRPR Board Packet

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## Front Range Passenger Rail District Board of Directors Meeting Agenda January 27, 2023 9:00- 11:00

- I. Call to Order – Chair
- II. Approve Prior meeting minutes – Chair
- III. Public Comment – Chair
- IV. Treasurer’s Report – Treasurer
- V. Old Business
  - a. SDP scope and timeline
  - b. Committee appointments
  - c. GM Update
    - i. General update
    - ii. Staffing update
- VI. New Business
  - a. Federal Grant update – applications/strategies
- VII. Adjourn

# **Front Range Passenger Rail District**

## **Board of Directors**

### **Meeting Minutes**

**December 9, 2022**

**11:00-12:00**

Chair Souby called the meeting to order at 11:00 and Director Mulvey called role.

Jim Souby – present

Jill Gaebler – present

John Graham – present

Dennis Flores - present

Will Karspeck- present

Johnny Olson – present

Sal Pace- present

Jim Tylik- excused

Nathan Anderson – present

Luis Lopez – present

Debbie Mulvey – present

Julie Mullica- present

Joan Peck – present

Chris Nevitt- present

Daneya Esgar- present

Debra Johnson- present

Amber Blake – present

Josh Laipply- present

Jose Soto- excused

Claire Levy- present

Rob Eaton – present

Randy Wheellock- present

Dale Steenbergen – present

David Harris – present

Chair Souby added an agenda item from Director Pace under new business – adopted motion

On a motion by Jill Gabler and seconded by Josh Laipply the Board approved last month’s meeting minutes.

No public comments were had and Chair Souby closed the public comment portion of the meeting.

Treasurer Nevitt provided a brief financial report to the Board.

Financial report for 2022 on what we spent

GM Karsian went through the draft budget for 2023 and what is included. Ongoing issue for hiring staff and joining PERA to be determined in future meetings. The district will have around \$1.9M in their account once the full funding amounts are transferred from CDOT. With two staff hired, along with other monthly expenses, the monthly budget for the district will be around \$28.5K. For the 2023 fiscal year, the district will spend around \$332K. Director Lopez inquired about future audit requirements and GM Karsian reported that the District is under federal and state auditing requirements, but the Board must adopt a budget first for 2023.

Treasurer Nevitt reminded the Board that the budget is new and we are building the train as it goes down the tracks. This fiscal year will be illustrative on what expenses are necessary. Also, budgets may change in the future based on federal funds coming to the and through the district.

Treasurer made a motion to adopt the draft budget. Seconded by Chair Souby. Motion passed unanimously.

The Directors moved on to Old Business.

Chair Souby asked GM Karsian to review the updated committee lists. Karsian said there would be new, consistently scheduled meetings for the committees as the work increases for the District. GM Karsian will send out a list of the committee members and the scope of the committees before next board meeting.

Director Levy reminded the Board that they adopted the bylaws but there are some edits that still need to be considered and drafted. Karsian said he would work with Director Levy on getting the details organized to bring to the Board for a larger conversation.

Directors moved to new business. Director Pace made a motion and Director Lopez seconded:

Motion to direct the General Manager:

- to explore with HNTB, in conjunction with CDOT and the FRA, the scope and the cost included within or parallel to the service development plan connectivity to Trinidad, including but not limited to the SW Chief reroute connectivity to state of New Mexico, and connectivity to Greeley and potential connectivity to Cheyenne, Wyoming; and, further
- to explore amending the existing service development plan scope and cost to complete the key components necessary to seek funding from the federal government, including ridership, capital costs, technology and planning in a faster timeframe than currently established.

Director Pace brought up the discussion and motions around expanding the Service Development Plan to include Trinidad and Greeley. Directors discussed the benefits and challenges to expediting the service development plan to finish sooner than late Spring, 2023. The official motion:

Director Pace mentioned that there is no direction to decide right now, this is an information request. There were some minor changes to the amendment language, so the amended language was approved and the final motion was seconded by Director Olson. It passed unanimously and GM Karsian will report back to the Board in the January board meeting.

Natriece Bryant presented to the Board on the redevelopment efforts of Burnham Yard. The Burnham Yard property is an old vacant rail property situated on the consolidated main rail line (which FRPR would use), and RTD light rail tracks. The teams at CDOT and Colorado Transportation Infrastructure Office bought the railyard to maximize the transportation options available for the land. Natriece is leading the broad stakeholder efforts on redeveloping the neighborhoods and how the Burnham Yard redevelopment will operate. This was the first of Board presentations around the variety of infrastructure projects along the FRPR corridor.

With all business completed for the meeting, Chris Nevitt made the motion to adjourn, Deborah Mulvey seconded it and the meeting adjourned.

*Copies of the July district board meeting, meeting minutes, and virtual chats can be found on the FRPR website and by contacting us at [FRPRdistrict@gmail.com](mailto:FRPRdistrict@gmail.com).*

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Front Range Passenger Rail District  
Treasurer's Report  
January, 2023

**2022 Expense Report and 2023 Budget attached**

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**FRPR Committees**

The Chair of the Board of Directors appoints committee members and the Chair of the Committees. As of the end of the year, Directors volunteered to join committees, but no official appointments were made, yet.

**Exec Committee**

1. Includes Board officers and Chairs of other committees
2. Other directors welcome to participate
3. Works with GM on oversight of administrative functions and needs of the district
4. Generally, the go to committee dealing with district HR issues (insurance, hiring, policy input, CORA, leave policies....)

Members: Jim Souby, Jill Gaebler, Chris Nevitt, Julie Duran Mullica, Joan Peck, Amber Blake, Deborah Mulvey

**Finance**

1. Chair = Treasurer
2. Oversight of district budget with GM
3. Point on discussing possible financing and funding discussions for the ballot measure(s).
4. Generally, the go to committee for all things financial (banking, budgets...)

Members: Chris Nevitt, Dennis Flores, Josh Laipply, Luis Lopez

**Gov Affairs/Comms**

1. Chair = not appointed
2. Helps develop messaging and outreach strategies for district

3. Assists in building political network at local level to help with future local and districtwide election issues impacting the FRPR district
4. Helps with FRA relationships and CDIP grant requests
5. Key relationship builders for the district, whether board or community based
6. Generally, the go to committee for political conversations/relationships impacting the district (community engagement events/speaking, ballot measure strategy, legislative issues)

Members: Deborah Mulvey, Joan Peck, John Graham, Will Karspeck, Claire Levy

### Planning

1. Chair = not appointed
2. Works with HNTB team and RTD on the service development plan and peak service plan respectively
3. Provides insight on engineering options along the FRPR route
4. Key group for helping to work through current and future engineering issues along the routes
5. Mostly working on SDP and Peak service issues for now
6. Generally, the go to committee for engineering and alignment and station issues (non-political)

Members: Deborah Mulvey, Joan Peck, Chris Nevitt, Johnny Olson, Randy Wheelock, Jim Souby, Josh Laipply

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### General Manager's Work Plan by committee

- ExCom
  - HR policies identified promulgated and board approved
  - Stand up in person Board meetings
  - Finalize a district map with County Clerks
  - Hire a Program Coordinator
- Finance
  - Set up administrative functions of the district
  - Fiscal processes (fed number, DORA, .... bookkeeping and accounting services)
- Govt Affairs/Communications
  - Develop proactive outreach plan in partnership with SDP outreach efforts (HNTB), Peak Period NW Rail study (RTD), FRA, state legislators and FRPR Director communities
  - Update website
- Planning
  - Continue work with consultant team and CDOT through next milestones.
    - Website, outreach coordination, begin modeling, project list