

**DENVER UNION STATION PROJECT AUTHORITY**  
**MEETING OF THE BOARD OF DIRECTORS**  
*December 03, 2009*  
**MINUTES**

**BOARD MEMBERS PRESENT**

Elbra Wedgeworth  
Michael West  
Tom Gougeon  
Don Hunt  
Claude Pumilia  
Marla Lien  
Terry Howerter  
Robin Kneich  
Jennifer Schaufele  
Mario Carrera  
Jerry Glick

**BOARD MEMBERS ABSENT**

Judy Montero  
Russell George

**I. CALL TO ORDER**

The Meeting of the Board of Directors of DUSPA was called to order at 1:32 p.m. by Elbra Wedgeworth, DUSPA Board President.

**II. WELCOME AND INTRODUCTION OF GUESTS**

Elbra Wedgeworth welcomed the Board Members and Guests.

**III. PUBLIC COMMENT**

Elbra Wedgeworth asked for public comment. There was no public comment.

**IV. ROLL CALL**

Mike Schneider called roll. Please see above.

## **V. APPROVAL OF MEETING MINUTES**

Elbra Wedgeworth asked for comments to the November 12, 2009 meeting minutes. There were no comments. Jerry Glick moved to approve the November 12, 2009 meeting minutes. Mario Carrera seconded the motion. The motion carried unanimously.

## **VI. DISCUSSION ITEMS**

### **A. TIFIA Update**

Claude Pumilia reported that several DUSPA Board members and the finance team met with TIFIA, RRIF and DOT yesterday in Washington D.C. He stated that the presentation to the agencies on the capital structure of the project went very well and that the day actually included the beginnings of negotiations of terms for the loans. He reported that DOT received the presentation favorably and that Fitch suggested it was the best transportation project presentation that they had seen. Mr. Pumilia stated that the credit structure of the project and the moral obligation of the City were well received.

Mr. Pumilia reported that the credit committee meeting was not scheduled yet but that the goal for this meeting is the end of December or early January. He suggested that although the presentation and the ideas for the loan structure and project were well received, the agencies will need time to digest the information because the project is complex.

Elbra Wedgeworth specifically thanked Chad Fuller, Claude Pumilia, Diane Barrett and Tom Gougeon for their efforts with the agencies and the presentation.

### **B. Owner's Representative Report**

Mike Sullivan handed out copies of the updated financial statements and budgets for DUSPA and the Project. He reported that out of the original \$3 million loaned to DUSPA by RTD and the City, there is \$650,000 remaining.

Mr. Sullivan reported that Kiewit is continuing to mobilize for the project in anticipation of full funding and a full notice to proceed. He stated that progress on the design packages is continuing and that November was the most productive month for the project so far because AECOM issued eleven design packages and that prior to last month, the most ever issued was six.

Mr. Sullivan reported that the preliminary 100 year flood plain analysis has been completed and that the draft report is good news for the project and much better news than was anticipated. He stated that the report suggests that Market Street will not require any work for additional storm sewer drainage. He reported that the throat of the track area will require additional storm drainage work. Mr. Sullivan stated that the draft hydrograph report will be circulated for comments and then it will be finalized. He concluded that the draft report suggests the project will only spend approximately \$2 million on storm drainage.

Mr. Sullivan reported that progress has been good with the peer review group.

He also reported that administrative work is continuing and includes the securing of easements and rights-of-way, that the agreements with the Central Platte Valley are close to being finalized with both DUSPA and the City. He suggested that a license agreement for project work in the throat is also being negotiated for Amtrak.

Mr. Sullivan stated that the second of a total of three Memorandums of Agreement with Amtrak regarding relocation of Amtrak have been completed and that the third and remaining MOA is for parking spaces.

He reported that actual site work occurring at this time includes bringing equipment to the site and conducting potholes to locate utilities in preparation for excavation of the bus facility as well as training and sampling for environmental issues.

Mr. Sullivan completed his report with the suggestion that Kiewit and DUSPA will be very ready to begin additional work when the financing for the project occurs.

Chairwoman Wedgeworth asked the Board members for questions. There were none.

#### C. Design Issues Regarding Moving Walkways

Robin Kneich stated that a letter she drafted was in the Board packet for today's meeting and that the letter asks the Board to recommend that the design team remove the moving walkways from the underground bus facility.

Ms. Kneich reported that her research shows that the walkways can not be constructed as long as she and her constituents wanted and that they will not be effective for the following reasons:

- Page 4 of the attachments to her letter shows the total length of the bus facility is 783 feet. The total coverage of the walkways 216 feet, covering 27 percent of the length of the concourse.
- The walkways will take up 25 percent of the width of the concourse.
- The walkways can not be longer because of ticketing facilities and emergency exits.

Ms. Kneich suggested that members of her community indicated that there is not enough seating in the concourse. She stated that accordingly, the negative impacts of the walkway that include impairment of pedestrian flow in the narrow concourse and the low coverage of the length of the concourse appear to outweigh the benefits of the moving walkways. She stated that her conclusion is that if the walkways were removed, the project would save about \$2 million in construction and unknown, but expensive, operating and maintenance costs as well as allow additional room for pedestrian traffic, strollers and seating. She concluded that, because of these reasons, she is requesting that the Board recommend removal of the moving walkways.

Ms. Kneich suggested that, because the next meeting will have a design team presentation, it may be possible for the Board to make a decision on its recommendation before that time.

Marla Lien suggested that the RTD Board may need to make this decision because it is an issue that is above the staff level. She stated that the first Tuesday in January is the next available RTD Board meeting for this issue to be on the agenda.

Diane Barrett stated that December 21<sup>st</sup> is the next FasTracks committee meeting and that City Council may also need to participate in this decision. Ms. Barrett suggested that perhaps the Owner's Representative can prepare a comparison of the proposed bus facility with the existing Market Street station.

Jerry Nery stated that Market Street is a 60 foot wide concourse and the bus box will have a 40 foot wide concourse.

Jennifer Schaufele stated that the rendering on page 2 of the attachments to Ms. Kneich's letter appears misleading and makes the concourse look much wider than it really is.

#### D. Public Outreach Report

Mario Carrera stated that Roger Sherman and George Merritt will present most of today's report. Mr. Carrera handed out drafts of the proposed Public Information Plan and the proposed Media Protocol and Procedures. He stated that he does not seek action from the Board today and requested that the Board review and comment on the documents prior to voting to approve them at the next meeting.

Roger Sherman stated that George Merritt has accepted a position with the Mayor's office and congratulated him. He reported that the first drafts of the Media Protocol and Public Information Plan are completed. He also reported CRL is working on the website and that presentations for the project are quickly being posted on the old website. He stated that the website has received lots of hits and that they are seeing lots of traffic downloading the presentations.

Mr. Sherman reported that the new DUSPA logo is complete, pursuant to input from the Board at the last meeting.

He stated that the new website architecture hopefully will be presented to the Board at the next meeting to be followed by a soft launch through a link to the old website. Once any issues are identified and worked out, CRL will make an announcement for the full launch of the site and there will be numerous opportunities for people to sign up to get information.

Mr. Sherman suggested that CRL has met with Parsons Brinkerhoff, Kiewit, Trammell Crow, USNC and Jeff Lieb to develop a list of proactive media stories and threads.

Mr. Sherman reported that CRL has retained a Spanish language consultant recommended by Mr. Carrera, Mr. Rodolfo Cardenes, for outreach and translation services. He stated that Mr. Cardenes is in the process of getting certified by RTD.

Mr. Sherman stated that there are about 600 contact names of people for public outreach and that DUSPA is still getting contact information for people who are stakeholder and in proximity to

the project. He reported that they have received very positive feedback from the public outreach to date.

Mario Carrera asked Mr. Sherman if there is specific details regarding the draft plans to discuss.

Mr. Sherman responded that the Board has copies of the drafts and that CRL seeks feedback before they become action items.

## **VII. ACTION ITEMS**

None.

## **VIII. EXECUTIVE SESSION**

None.

## **XI. ACTION ITEMS RESULTING FROM EXECUTIVE SESSION**

None.

## **X. CARRYOVER AND FUTURE AGENDA ITEMS**

Please look forward to an update of the RRIF and TIFIA application process.

Mr. Mosher will have an update regarding:

- i) Project progress and;
- ii) AMTRAK issues.
- iii) The Board will vote on whether to approve the draft Media Protocol and Public Outreach plans.

## **XI. ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:11 p.m.