



## COMMUNITY ADVISORY COMMITTEE

Regular Meeting Minutes

Wednesday, March 16, 2005

3:00 p.m.

PPACG Conference Room

### 1. Call to Order/Establish Quorum/Introductions

Chairperson Kailash Jaitly called the meeting to order at 3:05 p.m. Introductions were made and those in attendance were:

#### Members Present

Dr. Kailash Jaitly, Chairperson  
Ms. Jan Doran, Vice Chairperson  
Ms. Donna Bell  
Mr. Chuck Erwin  
Mr. Dave Lippincott  
Mr. John Morse  
Mr. Steve Rodemer  
Mr. Dan Spohn

#### Representing

City of Colorado Springs  
Council of Neighborhood Organizations  
Citizen at Large  
El Paso County  
Citizen at Large  
El Paso County  
Citizen at Large  
El Paso County

#### Members Absent

City of Fountain  
City of Manitou Springs  
Town of Palmer Lake  
Town of Green Mountain Falls  
Colorado Springs Chamber of Commerce  
City of Colorado Springs  
Teller County  
Town of Monument

#### PPACG Staff

Ms. Mary Frye  
Mr. Aaron Klibaner  
Ms. Barb Louricas  
Mr. Warren Whiteaker  
Transportation Planner  
Regional Planning Manager  
Executive Secretary  
Transportation Planner

#### Guests

Ms. Francine Hansen

### 2. Agenda Approval

Item No. 6 was added to the agenda for the discussion of a citizen-at-large application from Ms. Francine Hansen. The agenda was accepted.

Ms. Francine Hansen introduced herself and indicated that she sent a letter of application for a citizen-at-large position on the Community Advisory Committee.

**3. Public Comments**

There were no comments.

**4. Approval of Meeting Minutes**

There were no meeting minutes for approval.

**5. Report on Action Taken by the PPACG Board of Directors**

Ms. Barb Louricas reported that at the March 9, 2005 Board meeting a Memorandum of Understanding (MOU) between PPACG and CDOT was approved. The MOU addresses this region's share of statewide transportation funding. Also approved was an amendment to the Unified Planning Work Program that was required because of additional funds for transportation planning activities to rebuild PPACG's travel model.

**6. CAC Membership**

Ms. Frye introduced Ms. Francine Hansen. Ms. Hansen summarized her experience and her affiliation with various committees throughout the community.

Mr. Rodemer suggested that a special meeting of the membership committee be waived, and he made a motion to approve Ms. Hansen as a citizen-at-large member on the CAC. Ms. Doran seconded the motion. The motion passed by unanimous vote.

Ms. Frye indicated that there are two more citizen-at-large positions available and openings for representatives from Manitou Springs, Fountain, Palmer Lake, and Green Mountain Falls.

**7. Small Area Forecast—Population and Employment Forecast Control Totals**

Mr. Aaron Klibaner reviewed information that was previously presented on the Small Area Forecast on population and employment control totals for El Paso and Teller Counties. Mr. Klibaner requested a recommendation to the Board of Directors after the discussion on the forecasted numbers from PPACG, Colorado State Demographer's Office, and Woods and Poole Economics, Inc. Mr. Klibaner reviewed the methodologies and responded to members' comments.

Mr. Steve Rodemer made a motion that the State Demographer's Office forecasts be blended with the PPACG forecasts for El Paso County and be forwarded to the PPACG Board of Directors for approval. Mr. John Morse seconded the motion. The motion passed by unanimous vote.

Ms. Jan Doran made a motion that the State Demographer's Office forecasts for Teller County be forwarded to the PPACG Board of Directors for approval. Mr. Dan Spohn seconded the motion. Ms. Donna Bell abstained from the vote. The motion passed by majority vote with a dissenting vote by Mr. Dave Lippincott.

**8. 2005 Federal Certification Process for the Transportation Planning Program**

Ms. Mary Frye discussed the Federal certification process that the Transportation Planning Program is required to undergo every three years.. The certification is required by Federal regulations and law to review the transportation planning process for the entire region and all agencies involved. The scope of certification review is comprehensive consisting of over 200 questions that PPACG staff is required to answer. The FHWA and FTA lead the review and produced a report on their findings. Ms. Frye reviewed the draft schedule of events that will occur as part of the certification site visit from May 9 through May 11.

**9. Public Involvement Procedures Review**

Ms. Frye reviewed Section 3 (committee structure and types of public involvement, timeliness and responses to public comments) of the Public Involvement Procedures (PIP). Ms. Frye reported that updates to Section 3 were made that reference the signage, that discuss the time periods for responding to public comments, and references to the Urban Area Policy Committee (UAPC) that was disbanded in 2003 were deleted.

Ms. Frye discussed the various opportunities for public outreach. Mr. Chuck Erwin recommended using employee bulletin boards at the largest employers throughout the region.

Ms. Frye said that after review of the PIP document, it will be released for a 45-day comment period and subsequently presented to the Board for their approval in September.

**10. CAC Liaison Reports**

Ms. Bell reported that employees who work in the Area Agencies on Aging from around the State met at the State Capitol Building to meet legislatures so they could discuss issues relevant to the seniors from around the State. There will be a conference on April 28 on the White House Conference on Aging at the Village at Skyline. The "Yellow" Book, a senior resource reference, will be online at the end of March.

Ms. Jan Doran said she is on the Pikes Peak RTA Citizens Advisory Committee.

**11. Communications and Announcements**

Mr. Steve Rodemer indicated that the Colorado Springs Workshop on Asphalt and Rubber will be held on March 23.

**12. Action Items for Next Meeting**

Ms. Frye said that the Public Involvement Plan will be on the agenda for the next meeting.

**13. Adjournment**

Ms. Doran made a motion to adjourn the meeting. Ms. Bell seconded the motion. The meeting was adjourned at 4:40 p.m.