MEETING AGENDA
BOARD OF DIRECTORS
Wednesday, April 12, 2023, 9:00 AM
(Transportation Workshop after Board of Directors, Approx. 11:00AM)
https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting
Meeting ID: 279 430 788 266
Passcode: 5kJk2g
Meetings will be held in a hybrid format to allow in-person attendance as well as a remote option.

Estimated agenda item times are provided for planning purposes and do not constitute notice of a specific time for any item. Items may take more or less time than estimated. Pikes Peak Area Council of Governments Board Directors may amend the order of items.

1. CALL TO ORDER / ESTABLISH A QUORUM / INTRODUCTIONS 9:00
2. AGENDA APPROVAL 9:05
3. PUBLIC COMMENTS/PRESENTATIONS 9:05-9:15
   A. Public Comments. Public comments can be made before or during the meeting. Public comments during the meeting is limited to three minutes and can be done at the meeting location or remotely by using the posted Microsoft Teams link. Individuals are encouraged to notify the meeting organizer at ppacg@ppacg.org before the start of the meeting with the agenda item they would like to comment on. Public comments can be submitted before the meeting via email to ppacg@ppacg.org for distribution to the committee members.
   B. Military Installation Reports
   C. Older Americans Month Proclamation- Jody Barker, AAA Director
4. CONSENT ITEMS 9:15
   (These items will be acted upon as a whole, unless they are called up for discussion by a Board member or a citizen wishing to address the Board).
   A. Approval of the Minutes from the March 8, 2023, Regular Meeting
   B. Membership Appointments –Commission on Aging
   C. Financial Reports
   D. Site Application for Reagan Ranch Metro District NO.1 Lift Station-Ann Werner, Senior Military & Environment Planner
5. ACTION ITEMS 9:15-9:45
   A. Legislative Update-John Liosatos, Transportation Manager
6. INFORMATION ITEMS 9:45-10:00
   A. Long Term Care Workforce Planning/Jumpstart the Aging Workforce Solutions Curriculum- Jody Barker, AAA Director, Penny Whitney, and Judith Scott
   B. Air Quality Update- Andrew Gunning, Executive Director
   C. Update on Comprehensive Economic Development Strategy (CEDS) Paul Rochette, Military Planning Program Manager, Andrew Gunning, Executive Director
   D. Americorps Vista-Laura Crews, Mobility Coordinator and Melissa Marts, Program Development Administrator
   E. Strategic Plan / Work Plan Quarterly Report- Andrew Gunning, Executive Director
7. OTHER REPORTS & MINUTES 10:00-10:35
   A. Transportation Advisory Committee – Minutes are included for information only – no presentation this month
   B. Community Advisory Committee – No Minutes – no presentation this month
   C. Mobility Coordinating Committee - Minutes are included for information only – no presentation this month
   D. Regional Advisory Council - Minutes are included for information only – no presentation this month
   E. Pikes Peak Commission on Aging – Minutes are included for information only – no presentation this month
   F. Air Quality Technical Committee – No Minutes – no presentation this month
   G. Water Quality Management Committee – No Minutes – no presentation this month
8. WATER QUALITY MANAGEMENT COMMITTEE 10:35-10:40
9. CONCLUSIONS 10:45
10. DISCUSSION 10:45-11:00
11. DISCUSSION 11:00-11:15
12. DISCUSSION 11:15-11:30
8. MEMBER ENTITY ANNOUNCEMENTS 10:55-11:00

9. MEETING SCHEDULE
   A. Upcoming Meeting Schedule

10. ADJOURNMENT

11. Informal Work Session Transportation 101 11:00

The Pikes Peak Area Council of Governments will not discriminate against qualified individuals with disabilities. Meeting materials are available in text-only and audio formats. Meetings are available to join remotely via Microsoft Teams, and meetings include live transcription for remote and in-person attendees using automated software. Should you require any additional auxiliary aids or services to participate, please contact ppacg@ppacg.org or (719) 471-7080 x139 as soon as possible so that we can do our best to accommodate your needs.
RESOLUTION BY  
THE PIKES PEAK AREA COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS  
RECOGNIZING MAY 2023 AS  
OLDER AMERICANS MONTH  

APRIL 12, 2023  

WHEREAS, the Pikes Peak Region includes a growing number of older Americans who have built resilience and strength over their lives through successes and difficulties; and  

WHEREAS, the Pikes Peak Region benefits when people of all ages, abilities, and backgrounds are included and encouraged to share their success and stories of resilience; and  

WHEREAS, the Pike Peak Area Council of Governments recognizes our need to nurture ourselves, reinforce our strength, and continue to thrive in times of both joy and difficulty; and  

WHEREAS, the Pikes Peak Area Council of Governments and the Area Agency on Aging can foster communities of strength by:  
- Creating opportunities to share stories and learn from each other  
- Emphasizing the many positive aspects of aging  
- Inspiring older adults to push past traditional boundaries  
- Exploring innovation in nutrition and transit services for our region  
- Embracing our community’s diversity  

NOW BE IT THEREFORE RESOLVED, the Pikes Peak Area Council of Governments recognizes May as Older Americans Month 2023 and the theme “Aging Unbound.”  

RESOLVED, APPROVED, and ADOPTED by the Pikes Peak Area Council of Governments this 12th day of April 2023, at Colorado Springs, CO  

Sharon Thompson, Chair  

ATTEST  

Dave Donelson, Secretary
MEETING MINUTES
BOARD OF DIRECTORS
March 8, 2023, 9:00 AM
https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting
Meeting ID: 279 430 788 266
Passcode: 5kJk2g

Meetings will be held in a hybrid format to allow in-person attendance as well as a remote option.

1. **CALL TO ORDER / ESTABLISH A QUORUM / INTRODUCTIONS**
   Chair Sharon Thompson called the meeting to order at 9:00 am. A quorum was established.

2. **AGENDA APPROVAL**
   Yolanda Avila moved the approval of the agenda, seconded by Todd Dixon. The motion carried unanimously.

3. **PUBLIC COMMENTS/PRESENTATIONS**
   A. Moment of Silence for Officer Becerra, City of Fountain
   B. Public Comments. Public comments can be made before or during the meeting. Public comments during the meeting is limited to three minutes and can be done at the meeting location or remotely by using the posted Microsoft Teams link. Individuals are encouraged to notify the meeting organizer at ppacg@ppacg.org before the start of the meeting with the agenda item they would like to comment on. Public comments can be submitted before the meeting via email to ppacg@ppacg.org for distribution to the committee members.
   C. Military Installation Reports
   Mr. Edward Adelman announced that the Air Force Academy is less than 100 days away from graduation. Lieutenant Colonel McLaughlin informed the Board that they are continuing to explore initiatives with some of the partners we met at the COS Innovation Summit, including NREL and US Ignite; so we’re very thankful to have been invited. Also, I, as a traffic engineer am excited to see how the new traffic signal on Hwy 94 works out as it comes into commission on Friday.

4. **CONSENT ITEMS** (These items will be acted upon, unless they are called up for discussion by a Board member or a citizen wishing to address the Board).
   A. Approval of the Minutes from the February 8, 2023, Annual and Regular Meeting
   B. Financial Reports
   C. Membership Appointments –COA, CAC
   D. Lift Station Application
   Holly Williams moved to approve of the consent items, seconded by Mitch LaKind. The motion carried unanimously.

5. **Action Items**
   A. PPAAA 4-Year Plan Approval-Jody Barker, AAA Director
   Erik Stone moved to approve the item as presented, seconded by John Graham. The motion carried unanimously.
   B. Pavement Condition and System Performance Target Setting-Danelle Miller, Senior Transportation Planner
   Todd Dixon moved to approve the item as presented, seconded by Holly Williams. The motion carried unanimously.
   C. FY23-27 TIP Amendment #6- Danelle Miller, Senior Transportation Planner
   John Graham moved to approve the item as presented, seconded by Holly Williams. The motion carried unanimously.

6. **Information Items**
   A. National Aging and Disability Transportation Center Update/Needs Study Update-Laura Crews, Mobility Coordinator
   This was an information item presented by Laura Crews, Mobility Coordinator.
   B. Comprehensive Economic Development Strategy (CEDS)-Paul Rochette, Military Planning Program Manager
   Andrew Gunning, Executive Director
   This was an information item presented by Andrew Gunning.

7. **OTHER REPORTS & MINUTES**
   A. Transportation Advisory Committee – No Minutes – no presentation this month
   B. Community Advisory Committee – No Minutes – no presentation this month
   C. Mobility Coordinating Committee - Minutes are included for information only – no presentation this month
   D. Regional Advisory Council - Minutes are included for information only – no presentation this month
E. Pikes Peak Commission on Aging – Minutes are included for information only – no presentation this month
F. Air Quality Technical Committee – No Minutes – no presentation this month
G. Water Quality Management Committee – No Minutes – no presentation this month
H. CDOT Monthly Update
I. Statewide Transportation Advisory Committee Update
J. Committee and Commission Vacancies
K. Executive Director’s Report

8. MEMBER ENTITY ANNOUNCEMENTS
Yolanda Avila announced that they are having a Town Hall in her district this evening at the Family Success Center and the new CEO of Colorado Springs Utilities will be presenting.

9. MEETING SCHEDULE
A. Upcoming Meeting Schedule

10. ADJOURNMENT
Chair Sharon Thompson adjourned the meeting at 10:58 am.

11. Informal Work Session Transportation 101

<table>
<thead>
<tr>
<th>Present</th>
<th>Name</th>
<th>Agency/Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nancy Henjum</td>
<td>City of Colorado Springs</td>
</tr>
<tr>
<td></td>
<td>Wayne Williams (Alternate)</td>
<td>City of Colorado Springs</td>
</tr>
<tr>
<td>X</td>
<td>Yolanda Avila</td>
<td>City of Colorado Springs</td>
</tr>
<tr>
<td>X</td>
<td>Dave Donelson</td>
<td>City of Colorado Springs</td>
</tr>
<tr>
<td></td>
<td>Jeff Mosher</td>
<td>City of Cripple Creek</td>
</tr>
<tr>
<td>X</td>
<td>Detra Duncan (Alternate)</td>
<td>City of Fountain</td>
</tr>
<tr>
<td>X</td>
<td>Sharon Thompson</td>
<td>City of Fountain</td>
</tr>
<tr>
<td>X</td>
<td>John Graham</td>
<td>City of Manitou Springs</td>
</tr>
<tr>
<td>X</td>
<td>Nancy Fortuin (Alternate)</td>
<td>City of Manitou Springs</td>
</tr>
<tr>
<td>X</td>
<td>Kellie Case (Alternate)</td>
<td>City of Woodland Park</td>
</tr>
<tr>
<td></td>
<td>Hillary LaBarre</td>
<td>City of Woodland Park</td>
</tr>
<tr>
<td></td>
<td>Stan VanderWerf</td>
<td>El Paso County</td>
</tr>
<tr>
<td></td>
<td>Cami Bremer</td>
<td>El Paso County</td>
</tr>
<tr>
<td>X</td>
<td>Holly Williams</td>
<td>El Paso County</td>
</tr>
<tr>
<td>X</td>
<td>Dick Elsner</td>
<td>Park County</td>
</tr>
<tr>
<td>X</td>
<td>Erik Stone</td>
<td>Teller County</td>
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<tr>
<td>X</td>
<td>Dan Williams (Alternate)</td>
<td>Teller County</td>
</tr>
<tr>
<td>X</td>
<td>Todd Dixon</td>
<td>Town of Green Mountain Falls</td>
</tr>
<tr>
<td></td>
<td>vacant</td>
<td>Town of Green Mountain Falls</td>
</tr>
<tr>
<td></td>
<td>Shannon Walker</td>
<td>Town of Ramah</td>
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<tr>
<td></td>
<td>Andrew Zimmerman</td>
<td>Town of Alma</td>
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<tr>
<td>X</td>
<td>Roland Gardine</td>
<td>Town of Calhan</td>
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<tr>
<td></td>
<td>Frank Just</td>
<td>Town of Fairplay</td>
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<tr>
<td>X</td>
<td>Mitch LaKind</td>
<td>Town of Monument</td>
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<tr>
<td></td>
<td>Darcy Shoening</td>
<td>Town of Monument</td>
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<tr>
<td></td>
<td>Grant Havenar</td>
<td>Town of Palmer Lake</td>
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<tr>
<td></td>
<td>Lisa Hickey</td>
<td>Colorado Transportation Commission</td>
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<tr>
<td>X</td>
<td>Vacant</td>
<td>CDOT REGION 2</td>
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<td></td>
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<td>Fort Carson</td>
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<tr>
<td>X</td>
<td>Representative</td>
<td>Space Base Delta 1</td>
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<tr>
<td>X</td>
<td>Representative</td>
<td>United States Air Force Academy</td>
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<tr>
<td>X</td>
<td>Andrew Gunning</td>
<td>PPACG</td>
</tr>
<tr>
<td>X</td>
<td>Staff of Member Governments and Citizens</td>
<td></td>
</tr>
</tbody>
</table>
DATE: April 12, 2023
TO: PPACG Board
FROM: Pikes Peak Commission on Aging
THROUGH: Mr. Andrew Gunning
SUBJECT: Kathy Cerullo Smith Membership

ACTION REQUESTED: Review & Approve

PREVIOUS ACTION
1) Reviewed and recommended by PPCOA on 3/15/23.

SUMMARY
Ms. Kathy Cerullo Smith is being presented for her first three term on the Pikes Peak Commission on Aging. Ms. Cerullo Smith’s experience includes:

- X Member over 60
- X Veteran
- X Experience with PPAAA
- X Experience with senior population
- X Experience with advocacy and policy

Area representing: Eastern El Paso County

BACKGROUND

PROPOSED MOTION
Move to accept Ms. Cerullo Smith's membership application

ALTERNATIVES
Board members have the following alternatives to consider:

1) Disapprove the item as presented.
2) Approve the item with amendments.
3) Any other alternatives. For example, if we have a preferred motion, but we included multiple scenarios for consideration, we can list those scenarios as alternatives.

ATTACHMENT(S)

STRATEGIC PLAN GOALS

Please select which strategic plan goals this applies to.

☒ Advocacy: Serve as an effective advocacy voice for common ground issues.

☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.

☒ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.

☐ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.

☒ Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication, and collaboration.
DATE:        April 12, 2023
TO:          PPACG Board of Directors
FROM:        Carol McBroom, Finance Manager
THROUGH:     Andrew Gunning, Executive Director
SUBJECT:     SUMMARY FINANCIAL REPORTS

ACTION REQUESTED: Information Only

SUMMARY
The February 2023 financial reports are attached.

The Balance Sheet illustrates PPACG assets, liabilities, and fund equity. Assets as of February 28, 2023, were $4,764,149. This is an increase of $989,465 over year end 2022. Total Assets include Cash of $2,184,951 and Accounts Receivable of $2,075,366. Liabilities as of February 28, 2023, were $1,861,332. This is an increase of $822,394 over year end 2022. Total Liabilities include Accounts Payable of $646,411 and Unearned Revenue of $1,007,170. Total Equity as of month end February 28, 2023, was $2,902,817.

Statement of Revenue and Expenses shows year-to-date income and expenses as compared to budgeted amounts and budget variances. Year to date Revenue as of February 28, 2023, was $2,060,310. This is 84% under total 2023 budget. Year to date Expense as of February 28, 2023, was $2,048,233 and is 85% under total 2023 budget. Net Revenue over Expense as of February 28, 2023, was $12,077.

I am available to address any questions that Board members may have about the report information.

ATTACHMENT(S)
1) 2023 Balance Sheet
2) 2023 Statement of Revenue and Expense
# Pikes Peak Area Council of Governments

**Balance Sheet**

**As of 02/28/2023**

<table>
<thead>
<tr>
<th></th>
<th>Current Year Total</th>
<th>Beginning Year Balance</th>
<th>YTD Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash in Bank</td>
<td>2,184,951</td>
<td>1,591,364</td>
<td>593,587</td>
</tr>
<tr>
<td>Accounts Receivable - Customer</td>
<td>2,075,366</td>
<td>1,473,101</td>
<td>602,265</td>
</tr>
<tr>
<td>Prepaid Expenditures</td>
<td>2,568</td>
<td>173,123</td>
<td>(170,555)</td>
</tr>
<tr>
<td>Land</td>
<td>15,594</td>
<td>15,594</td>
<td>0</td>
</tr>
<tr>
<td>Land Improvements</td>
<td>5,224</td>
<td>5,224</td>
<td>0</td>
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<tr>
<td>Building</td>
<td>916,674</td>
<td>916,674</td>
<td>0</td>
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<tr>
<td>Furniture</td>
<td>61,426</td>
<td>61,426</td>
<td>0</td>
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<tr>
<td>Equipment</td>
<td>118,306</td>
<td>118,306</td>
<td>0</td>
</tr>
<tr>
<td>Accumulated Depreciation</td>
<td>(615,960)</td>
<td>(580,129)</td>
<td>(35,832)</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>4,764,149</td>
<td>3,774,684</td>
<td>989,465</td>
</tr>
</tbody>
</table>

| **Liabilities**      |                    |                        |            |
| Accounts Payable     | 646,411            | 659,870                | (13,459)   |
| Cafe Plan Unrelimb Health Exps | 1,872          | 2,289                  | (417)      |
| AAA Special Assistance Advance | 0                | 0                      | 0          |
| ARCH Advance 2015    | 46                 | 46                     | (0)        |
| Unearned Revenue     | 1,007,170          | 177,373                | 829,796    |
| Employee Compensated | 205,833            | 199,360                | 6,473      |
| **Total Liabilities**| 1,861,332          | 1,038,939              | 822,394    |

**Fund Equity**

New Section

|                      |                    |                        |            |
| Fund Balance: Unreserved | 2,735,746          | 2,735,746              | (1)        |
| Current Earnings       | 167,072            | 0                      | 167,072    |
| **Total Fund Equity**  | 2,902,817          | 2,735,746              | 167,071    |

**Total Liability and Fund Equity**

|                      |                    |                        |            |
|                      | 4,764,149          | 3,774,685              | 989,465    |
## Pikes Peak Area Council of Governments
### Statement of Revenue and Expenses
From 01/01/2023 Through 02/28/2023

<table>
<thead>
<tr>
<th>Revenues</th>
<th>YTD Actual</th>
<th>Annual Budget</th>
<th>Budget Variance</th>
<th>% Budget Remaining</th>
</tr>
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<tr>
<td>Federal/State Grants</td>
<td>803,081</td>
<td>5,559,777</td>
<td>(4,756,696)</td>
<td>-86%</td>
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<tr>
<td>Member Dues</td>
<td>138,235</td>
<td>503,800</td>
<td>(365,565)</td>
<td>-73%</td>
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<td>Local Support</td>
<td>54,662</td>
<td>85,909</td>
<td>(31,247)</td>
<td>-36%</td>
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<tr>
<td>Special District Revenues</td>
<td>81,167</td>
<td>526,301</td>
<td>(445,134)</td>
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<tr>
<td>Project Income</td>
<td>31,568</td>
<td>17,620</td>
<td>13,948</td>
<td>79%</td>
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<tr>
<td>Miscellaneous Revenues</td>
<td>25,085</td>
<td>3,000</td>
<td>22,085</td>
<td>736%</td>
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<tr>
<td>Pass-Through Revenues</td>
<td>926,513</td>
<td>6,568,259</td>
<td>(5,641,746)</td>
<td>-86%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>2,060,310</strong></td>
<td><strong>13,264,666</strong></td>
<td><strong>(11,204,356)</strong></td>
<td><strong>-84%</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
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<th></th>
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<tbody>
<tr>
<td>Personnel</td>
<td>608,721</td>
<td>4,180,884</td>
<td>(3,572,163)</td>
<td>-85%</td>
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<td>Contract Services</td>
<td>412,963</td>
<td>1,970,886</td>
<td>(1,557,923)</td>
<td>-79%</td>
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<td>Reproduction Services</td>
<td>21,646</td>
<td>64,351</td>
<td>(42,705)</td>
<td>-66%</td>
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<td>Conferences/Education/Training</td>
<td>495</td>
<td>16,695</td>
<td>(16,200)</td>
<td>-97%</td>
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<td>Travel</td>
<td>25,877</td>
<td>75,781</td>
<td>(49,904)</td>
<td>-66%</td>
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<td>Office Supplies</td>
<td>4,627</td>
<td>31,807</td>
<td>(27,180)</td>
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<td>Communications</td>
<td>5,606</td>
<td>58,109</td>
<td>(52,503)</td>
<td>-90%</td>
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<tr>
<td>Support Services</td>
<td>13,541</td>
<td>41,519</td>
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<td>Memberships</td>
<td>6,265</td>
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<td>Reference Publications</td>
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<td>1,394</td>
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<td>Equipment Maintenance/Rental</td>
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<td>66,874</td>
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<td>Building Maintenance/Repairs</td>
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<td>64,178</td>
<td>(57,585)</td>
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<td>Utilities</td>
<td>3,763</td>
<td>24,552</td>
<td>(20,789)</td>
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<tr>
<td>Depreciation</td>
<td>5,119</td>
<td>28,565</td>
<td>(23,446)</td>
<td>-82%</td>
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<td>Equipment</td>
<td>484</td>
<td>34,800</td>
<td>(34,316)</td>
<td>-99%</td>
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<tr>
<td>Pass-Through Expenditures</td>
<td>926,513</td>
<td>6,568,259</td>
<td>(5,641,746)</td>
<td>-86%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>2,048,233</strong></td>
<td><strong>13,264,666</strong></td>
<td><strong>(11,216,433)</strong></td>
<td><strong>-85%</strong></td>
</tr>
</tbody>
</table>

**Excess (Deficit) Rev Over Exp**
- **12,077**
- **0**
- **12,077**
DATE: April 12, 2023

TO: PPACG Board of Directors

FROM: Ann Werner, Senior Military & Environmental Planner

THROUGH: Andrew Gunning, Executive Director

SUBJECT: SITE APPLICATION FOR REAGAN RANCH METRO DISTRICT NO. 1 LIFT STATION

ACTION REQUESTED: Review & Recommend

PREVIOUS ACTION
1) Reviewed and recommended by the Lower Fountain Water Quality Management Association (LFWQMA) on Feb. 27, 2023.
2) Reviewed and recommended by the Water Quality Management Committee’s Site Application Review Committee on March 10, 2023.
4) Reviewed and recommended by the Community Advisory Committee on March 29, 2023.

SUMMARY
During the March 22 WQMC monthly meeting, the Committee recommended that the site application for a new lift station for Reagan Ranch Metropolitan District No. 1, be heard and approved by the PPACG Board of Directors at its April meeting.

During the March 29 Community Advisory Committee, the Committee recommended that the new lift station be approved by the PPACG Board of Directors at its April meeting. Concern was expressed by members of the committee regarding available drinking water, coordination with nearby Peterson Space Force Base on the site application and the extended license for the treatment facility this lift station would contribute to.

BACKGROUND
A Site Application Report was developed by Plummer Engineering for Reagan Ranch Metropolitan District No. 1 to summarize the design of a new lift station. The proposed lift station will serve undeveloped parcels currently planned as Planned
Unit Development totaling approximately 340 acres. The lift station will be located within the Reagan Ranch development area. The proposed site location is in Section 21, Township 14 South, Range 65 West of the Sixth Principal Meridian, County of El Paso, State of Colorado. The physical location of the site is east of Stewart Avenue and Marksheffel Road, Colorado Springs, CO. The approximate northing and easting of the lift station is 38°49'27.97"N (38.824436) and 104°40'52.99"W (-104.681386), respectively. New collection systems will be installed to convey wastewater by gravity from these undeveloped parcels to the lift station as development continues.

The lift station facility will generally consist of a below grade influent wet well, below grade dry pit with four (4) pumps (two (2) initially, four (4) at buildout), emergency wastewater storage tank, and other appurtenances as needed. While the more specific engineering details are generally undetermined at this phase of the project, the lift station will likely include an above grade enclosed operations building housing a standby generator and electrical gear. The engineering design will be required to meet the requirements of the Colorado Springs Utilities (CSU) Water Line Extension and Service Standards (LESS) for lift stations and wastewater force mains. The lift station will convey wastewater through approximately 10,500 linear feet of new force main to an existing stub-out and manhole located at Meadowbrook Parkway and Newt Drive. The wastewater will be treated at the Las Vegas Street Wastewater Treatment Facility (WWTF) which is owned and operated by CSU. CSU will take over operation and maintenance of the lift station, upon completion of construction, per their Wastewater Line Extension and Service Standards.

**PROPOSED MOTION**
Review and recommend.

**ALTERNATIVES**
The Board of Directors has the following alternatives to consider:

1) Disapprove the item as presented.
2) Approve the item with amendments.

**ATTACHMENT(S)**
1) Site application report

**STRATEGIC PLAN GOALS**
Please select which strategic plan goals this applies to.
☒ Advocacy: Serve as an effective advocacy voice for common ground issues.
☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☐ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
☒ Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication, and collaboration.
Reagan Ranch Lift Station Capacity Map

- 28.08 acres
- 363,200 SF office/light industrial

Total Residential Units – 1,946 SFES

Additional Residential Units to be served:
- Add’l 140 ac Norwood est. – 1,120 SFES
- Add’l 38 ac Norwood est. – 304 SFES

Total PBC approved in Concept Plan
- 68.93 ac
- 25% lot coverage

Approx. 140 acres to be served by lift station
Assume 8 units/acre

Approx. 38 acres to be served by south lift station
Assume 8 units/acre
REAGAN RANCH METROPOLITAN DISTRICT NO. 1

SITE APPLICATION ENGINEERING REPORT

Reagan Ranch Lift Station

January 2023
Project #: 3473-001-01
Site Application Engineering Report
Reagan Ranch Lift Station

Reagan Ranch Metropolitan District No. 1
Colorado Springs, CO

3473-001-01
January 2023

Version 1
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<tr>
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<tr>
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<td>BOD</td>
<td>Biochemical Oxygen Demand</td>
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<td>Flood Insurance Rate Map</td>
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<td>National Wetlands Inventory</td>
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<td>Office Complex</td>
</tr>
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<td>Operator Responsible in Charge</td>
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<td>PHF</td>
<td>Peak Hourly Flow</td>
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<tr>
<td>PIP2</td>
<td>Planned Industrial Park</td>
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<td>PPACG</td>
<td>Pikes Peak Area Council of Governments</td>
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<td>Planned Unit Development</td>
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<td>RRLS</td>
<td>Reagan Ranch Lift Station</td>
</tr>
<tr>
<td>UPS</td>
<td>Uninterruptible Power Supply</td>
</tr>
<tr>
<td>WQMP</td>
<td>Water Quality Management Plan</td>
</tr>
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<td>WWTF</td>
<td>Wastewater Treatment Facility</td>
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1. Appendix A – Maps
2. Appendix B – Wastewater Planning Documents
3. Appendix C – Geotechnical
INTRODUCTION
The following report is the Site Location Approval (Site Application) Engineering Report for the Reagan Ranch Lift Station (RRLS) located in the southwest portion of the service area east of Stewart Avenue and Marksheffel Road. This report contains supplemental information that meets and exceeds the Colorado Department of Health and Environment’s (CDPHE) Site Location Approval Application requirements. The applicant is Reagan Ranch Metropolitan District No. 1 and the referenced project is located in Colorado Springs (City), El Paso County, Colorado.

The purpose of this report is to provide a description of the proposed RRLS, identify the service area, and demonstrate the applicant’s (or other agencies) ability to manage and operate the facility over the life of the project. The discussion herein supports the Site Location Approval application requirements per the CDPHE Implementation Policy for Regulation No. 22 – Site Location and Design Regulations for Domestic Wastewater Treatment Works 5 CCR 1002-22 (effective November 12, 2020) and WPC-DR-1 – Design Criteria for Domestic Wastewater Treatment Works (effective Jun 7, 2022).

1.1 PROJECT DESCRIPTION
The proposed RRLS will serve the service area located east of Stewart Avenue and Marksheffel Road. The service area is located entirely in El Paso County. The service area consists of parcels allocated for commercial and residential users. The parcels are currently undeveloped. Reference Figure 1 for the overall service area and phasing plan.

The proposed RRLS will serve undeveloped parcels currently planned as Planned Unit Development totaling approximately 340 acres. New collection systems will be installed to convey wastewater by gravity from these undeveloped parcels to the RRLS as development continues.

The RRLS facility will generally consist of a below grade influent wet well, below grade dry pit with four (4) pumps (two (2) initially, four (4) at buildout), emergency wastewater storage tank, and other appurtenances as needed. While the more specific engineering details are generally undetermined at this phase of the project, the RRLS will likely include an above grade enclosed operations building housing a standby generator and electrical gear. The engineering design will be required to meet the requirements of the Colorado Springs Utilities (CSU) Water Line Extension and Service Standards (LESS) for lift stations and wastewater force mains.

The RRLS will convey wastewater through approximately 10,500 linear feet of new force main to an existing stub-out and manhole located at Meadowbrook Parkway and Newt Drive. The wastewater will be treated at the Las Vegas Street Wastewater Treatment Facility (WWTF) which is owned and operated by CSU.
Additional Residential Units to be served:
Add’l 140 ac Norwood est. – 1,120 SFEs
Add’l 38 ac Norwood est. – 304 SFEs

Total Residential Units—1,946 SFEs

Total PBC approved in Concept Plan
68.93 ac
25% lot coverage

Approx. 38 acres to be served by south lift station
Assume 8 units/acre

Approx 140 acres to be served by lift station
Assume 8 units/acre

20.08 acres 363,200 SF
office/light industrial
1.2 OWNER/APPLICANT INFORMATION

The Applicant and their Representative are the entities responsible for planning and construction of the proposed RRLS and force main facilities. CSU will take over the operation and maintenance of these facilities upon final completion and commissioning.

The name and address of the Owner/Applicant is as follows:

Applicant: Reagan Ranch Metropolitan District No. 1
Applicant’s Representative: Kelly Nelson, Development Manager
Address: 90 South Cascade Avenue, Suite 1500, Colorado Springs, CO 80903
Email: kelly@theequitygroup.com
Phone: (719) 400-7320

2 SITE AND ENVIRONMENTAL PLANNING

2.1 SITE LOCATION

The RRLS will be located within the Reagan Ranch development area. The proposed site location is in Section 21, Township 14 South, Range 65 West of the Sixth Principal Meridian, County of El Paso, State of Colorado. The physical location of the site is east of Stewart Avenue and Marksheffel Road, Colorado Springs, CO. The approximate northing and easting of the lift station is 38°49'27.97"N (38.824436) and 104°40'52.99"W (-104.681386), respectively.

2.1.1 Land Use & Zoning

The land use and zoning within a 1-mile radius of the RRLS encompasses portions of Colorado Springs and El Paso County. Colorado Springs zoning for the proposed service area is entirely Planned Unit Development (PUD) with Airport Planned Development (APD), Planned Industrial Park (PIP2), Office Complex (OC), Single-Family Residential (R1-6), and Multi-Family Residential (R5) classifications within the 1-mile radius. El Paso County zoning is entirely Commercial Airport. The Zone Maps from Colorado Springs and El Paso County are provided in Appendix A.

2.1.2 Domestic Wells, Drinking Water Intakes

Maps showing locations of domestic wells and drinking water intakes within a 1-mile radius of the RRLS are provided in Appendix A. The maps indicate there are no drinking water intakes and five (5) wells within a 1-mile radius of the proposed lift station.

2.1.3 208 Plan

The Pikes Peak Area Council of Governments (PPACG) is the designated 208 Planning Agency for El Paso County. The PPACG Water Quality Management Plan – 2010 Update (WQMP) is the approved 208 plan for the RRLS service area. Appendix A of the WQMP details the PPACG site application review process. The following entities are required to review, provide comments as necessary, and provide signatures for approval of this site location application:

- PPACG (Water Quality Planning Agency)
- City of Colorado Springs (City)
- El Paso County (County) – review not required, project inside City boundaries.
El Paso County Health Authority – review not required for lift stations.

The site location will be submitted to each agency for review. Signatures will be provided on the Regulation 22 Site Location Application Form upon receipt of approvals.

In accordance with Section 22.3(1)(a) of the Regulation 22 Implementation Policy, site location applications shall evaluate the following in relation to the approved 208 plan:

1) Consideration for consolidation:
   a) The need for the proposed RRLS is dictated primarily by local topography and the feasibility of conveying wastewater from the service area to the treatment works. Consolidation of this service area with any existing service areas is not feasible due to local topography.

2) Planning area boundaries:
   a) Refer to the service area map shown in Figure 1 for details on the service area boundaries, as well as the remainder of Section 2 for a detailed discussion of site location land use and zoning, impacts from local wetlands and floodplains, and local topography.

3) Population projections for planning area:
   a) Refer to Section 3.2 for a detailed discussion for flow and loading projections for the service area.

4) Treatment works service areas – Not applicable.

5) Treatment works location, sizing, and timing – Not applicable.

6) Appropriate effluent limitations, waste load allocations, and TMDLs, where identified – Not applicable.

7) Agreements among entities to implement the plan.
   a) Review and approval of the proposed site location by the required review entities is pending, signatures will be provided upon receipt of approval.

8) Other water quality related issues - None identified.

2.2 ENVIRONMENTAL PLANNING

2.2.1 Wetlands
The National Wetlands Inventory (NWI) indicates a freshwater pond approximately 1-mile from the proposed RRLS site. No other wetland features are identified. The site is not located within a Fish and Wildlife Service wildlife refuge area. Refer to Appendix A for the U.S. Fish and Wildlife Service National Wetlands Inventory map.

2.2.2 Floodplain
The nearest water body with Zone A (100-year floodplain) classification is the Big Johnson Reservoir, located approximately 4.6 miles south of the proposed RRLS site. The Federal Emergency Management Agency’s (FEMA) Flood Insurance Rate Map (FIRM) for the 100-year floodplain shows no impacts to the immediate or adjacent vicinity of the proposed RRLS. The FIRM map (Community-Panel Number 08041C0758G, December 7, 2018) and a map depicting local topography are attached as Appendix A.

2.2.3 Geotechnical and Subsurface Exploration
A geotechnical report and subsurface investigation has been initiated and a draft report will be submitted.
upon completion. The draft borings are attached as Appendix C. While a report is pending for this specific site location, it is not anticipated that groundwater or existing soils will prohibit construction. If detrimental soils (i.e., expansive) are found during the site soils investigation, remediation efforts such as import fill and/or use of drilled piers/caissons to a stable material can be implemented. A final geotechnical report for this specific site will be provided with the forthcoming Basis of Design Report and final site application.

3 SERVICE AREA AND WASTEWATER RECEIVING ENTITY

3.1 WASTEWATER RECEIVING ENTITY

The CSU Las Vegas Street WWTF will be the receiving treatment entity for the RRLS’s service area wastewater. The Las Vegas Street WWTF is located at 803 E Las Vegas St, Colorado Springs, Colorado. The Colorado Discharge Permit System (CDPS) number for the facility is CO-0026735 which expired on May 31, 2020; it is Plummer’s understanding the permit is currently under an administrative extension from the CDPHE.

The proposed RRLS will be located approximately seven miles southeast of the Las Vegas Street WWTF. The lift station force main will terminate at an existing stub-out and manhole at Meadowbrook Parkway and Newt Drive. Refer to Figure 2 for the conveyance flow diagram.

The CDPHE Water Quality Control Division Regulation 22 Application Form, Wastewater Receiving Entity Certification, will be signed by CSU and will act as the statement confirming that 100 percent of the initial hydraulic and organic loading from the RRLS service area will be accepted and treated.

3.2 FLOW AND LOADING PROJECTIONS

The proposed RRLS will serve a 340-acre service area and will be located off Marksheffel Road near Stewart Avenue. All parcels within the service area are currently undeveloped. Figure 2 shows a flow diagram of the service areas, lift stations, and force mains.

3.2.1 Land Use Projections and Hydraulic Loading Rates

The service area is entirely zoned as Planned Unit Development subdivided into various parcels planned for a combination of commercial and residential users as shown in Figure 1. Due to the uncertainty of the users that will ultimately occupy each parcel, it is not possible to utilize population projections or building square footages to determine flow and loading projections for the service areas. Therefore, an average daily flow rate per unit area is applied to each parcel depending on the planned use of the parcel, as identified by Matrix Design Group in Appendix B. The Matrix Design Group planning estimate data was used in the flow planning numbers populated and discussed below within this report. It should be noted
that flow from the Norwood Property, denoted in orange in the parcel map, is excluded from this site application due to capacity issues of the downstream gravity system (RE: CSU Reagan Ranch Lift Station TM). An amendment to the site application will be required to accommodate these flows and expand the proposed lift station. However, the emergency storage and wet well will be designed to handle these future flows once approved.

Table 1 indicates the planning design maximum month daily flow (MMDF) rates for each land use concurrent with historic CSU flow data and as outlined within the CSU Wastewater Master Facility Form.

### Table 1. Design Hydraulic Loading Rates

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Maximum Month Daily Flow</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential – Single Family</td>
<td>162.5 gpd/unit</td>
</tr>
<tr>
<td>Commercial</td>
<td>1,300 gpd/acre</td>
</tr>
<tr>
<td>Industrial</td>
<td>2,000 gpd/acre</td>
</tr>
</tbody>
</table>

#### 3.2.2 Reagan Ranch Lift Station Service Area Projected Hydraulic Loading

Anticipated flow rates for the RRLS service area are shown in Table 2. Maximum month daily flow rates were determined from the land use area and design hydraulic loading rates shown in Table 1. The peak hydraulic flow rate peaking factor of 3.35 applied to the MMADF was determined from the CSU Reagan Ranch Lift Station Review TM. This document is provided in Appendix B for reference. The anticipated MMADF produced by the RRLS service area is 0.462 million gallons per day (MGD), and the peak hydraulic flow rate to be pumped by the lift station (i.e., firm pumping capacity) is 1,075 gpm (1.548 MGD).

### Table 2. Projected Hydraulic Flow Rates

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Parcel Area (Acres)</th>
<th>No. of Units</th>
<th>MMADF</th>
<th>Maximum Month Daily Flow (MGD)</th>
<th>Peak Hydraulic Daily Flow (MGD)</th>
<th>Peak Hydraulic Flow (gpm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial</td>
<td>68.9</td>
<td>--</td>
<td>1,300 gpd/acre</td>
<td>0.090</td>
<td>0.300</td>
<td>208.5</td>
</tr>
<tr>
<td>Industrial</td>
<td>28.1</td>
<td>--</td>
<td>2,000 gpd/acre</td>
<td>0.056</td>
<td>0.188</td>
<td>130.7</td>
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<tr>
<td>Residential1</td>
<td>--</td>
<td>1,946</td>
<td>162.5 gpd/unit (65 gpd/person; 2.5 persons per unit)</td>
<td>0.316</td>
<td>1.059</td>
<td>735.7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>Total:</strong></td>
<td><strong>1.548</strong></td>
<td><strong>1,075</strong></td>
</tr>
<tr>
<td>Residential (Norwood)2</td>
<td>--</td>
<td>1,424</td>
<td>162.5 gpd/unit (65 gpd/person; 2.5 persons per unit)</td>
<td>0.231</td>
<td>0.775</td>
<td>538.3</td>
</tr>
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</table>

1) Due to the uncertainty of the residential development (single family vs. multifamily), this analysis assumed all planned units were single family to ensure the most conservative flow was accounted for.

2) Norwood is excluded from this site application, however is included in this table to showcase the additional flow that will go to this lift station in the future. The lift station (emergency overflow storage and wet well) will be sized to accommodate the total flow (1075 gpm +538.3 gpm).

The Las Vegas Street WWTF has a permitted hydraulic treatment capacity of 75 MGD with an estimated 2017 hydraulic loading of 29.5 MGD as noted within Table 1-2 of the Colorado Springs Utilities Wastewater
System Plan (March 2019). With the addition of the RRLS service area, the hydraulic loading to the plant is expected to increase to 29.96 MGD; or 39.9% of the total treatment capacity.

3.2.3 Organic Loading

No historical organic loading data is available for the service area. Due to the uncertainty of the type and size of commercial and residential users that are likely to occupy parcels in the service area, a typical high-strength domestic wastewater Biological Oxygen Demand (BOD) concentration of 360 milligrams per liter (mg/L) will be applied to the projected MMDF for each service area to produce a projected MMDF BOD loading in pounds per day (lbs/day). The average 30-day BOD value recorded at the receiving entity has been published as 360 mg/l per Table 5-5 of the Colorado Springs Utilities Wastewater System Plan dated March 2019. Table 3 shows projected MMDF BOD loading for the service area.

<table>
<thead>
<tr>
<th>Service Area</th>
<th>Total MMDF (MGD)</th>
<th>Organic Loading (mg/L)</th>
<th>Organic Loading (lbs/day)</th>
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<tr>
<td>Reagan Ranch</td>
<td>0.462</td>
<td>360</td>
<td>1,387</td>
</tr>
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</table>

Per Table 1-4 of the Colorado Springs Utilities Wastewater System Plan (March 2019), the Las Vegas WWTF has a cBOD capacity loading of 123,800 lbs/day with an estimated 2017 loading of 88,700 lbs per day. With the addition of the RRLS service area, the cBOD loading to the plant is expected to increase to 90,087 lbs/day; or 72.8% of the WWTF capacity.

3.3 PROJECTED FLOW PHACING

Table 4 summarizes the estimated absorption schedule for the proposed development including when each development is anticipated to be brought online and when it is anticipated to be built out. A site application amendment will be required to accommodate the Norwood development and expand the pumping capacity of the lift station.

<table>
<thead>
<tr>
<th>Development</th>
<th>Online</th>
<th>Build-Out</th>
<th>Anticipated MMADF (MGD)</th>
<th>Anticipated MMADF (gpm)</th>
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<tr>
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<td>2026</td>
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<td>Residential – Phase 2</td>
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<td>2027</td>
<td>0.075</td>
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<td>2028</td>
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<td>0.090</td>
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<td>Industrial – Phase 1</td>
<td>2025</td>
<td>2028</td>
<td>0.056</td>
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<tr>
<td>Norwood</td>
<td>2026</td>
<td>2031</td>
<td>0.231</td>
<td>160.694</td>
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</table>
4 LEGAL SITE CONTROL

4.1 SITE CONTROL, LAND OWNERSHIP, AND EASEMENTS

The proposed RRLS and force main will be constructed entirely within the boundaries of the service area. The land is owned by Pikes Peak Investments LLC. A letter of commitment dated March 2021, states the Pikes Peak Investments LLC will convey a parcel of subdivided real estate to Reagan Ranch Metropolitan District No. 1 as required for the permanent lift station site upon approval of the CDPHE lift station application, a development plan and final plat. A copy of this commitment is provided in Appendix B.

5 EMERGENCY OPERATIONS AND MAINTENANCE

The proposed RRLS emergency operations and maintenance procedures will follow the requirements as outlined in CDPHE’s Regulation 22 – Site Location and Design Regulations for Domestic Wastewater Treatment Works and Policy WPC-DR-1 – Design Criteria for Domestic Wastewater Treatment Works as well as CSU’s Wastewater LESS. The following provisions for the facility’s design have been developed in accordance with the requirements of these documents.

RRLS will be protected from unauthorized entry with the use of lockable structures, hatches, and site fencing. Notification to operations staff will be provided via self-activated alarm system(s) in the event of intrusion, lift station power failure, pump failure, or high wet well water level.

Provisions will be made for emergency conditions including primary power failure; pump failure; force main breaching from directional drilling or other below grade construction activities; or any condition causing the backup of influent wastewater to emergency levels within the wet well.

5.1 GENERAL OPERATIONS AND MAINTENANCE

Ownership of the RRLS capital infrastructure will be transferred to CSU upon commissioning. General day-to-day facility operation and maintenance, identification of the Operator Responsible in Charge (ORC), and the terms and conditions for all ongoing operations costs (e.g., electricity, natural gas, etc.), will be provided by CSU.

5.2 SITE SECURITY

Site security will be provided via perimeter 8-foot security fencing with a locked access gate, locks on all lift station building access entry doors, and locks and intrusion alarms on all wet well and dry pit access hatches. Intrusions will be monitored and recorded, and alarms will be sent to CSU Wastewater operations staff. Locks will be provided on all electrical panels.

5.3 TELEMETRY AND ALARMS

A telemetry system will be provided that will notify CSU operations staff equipment of alarm and fault conditions. Alarms and notifications will be provided for main power failure, backup power generator fault condition, high wet well level alarm condition, pump fault condition from heat, moisture, and/or failure to start, intrusion sensor alarm, and uninterruptible power supply (UPS) fault condition.

5.4 EMERGENCY CONDITIONS

Per the requirements of CDPHE’s Regulation 22, Policy WPC-DR-1 and CSU’s Wastewater LESS, the lift station must provide an alternative backup power source, emergency overflow storage, and provisions for bypass pumping. These requirements will be met with the following design approach.
5.4.1 Emergency Back-Up Power
The proposed RRLS will have a primary source of power and an emergency backup generator installed within the lift station property. The generator will be sized to automatically start and operate all pumps and controls without loading the unit to more than 85% of its rated capacity and with a maximum voltage drop of 15% for a minimum of one hour at the peak rated flow of the lift station. The generator will be diesel or natural gas powered and located in an enclosed and lockable structure at grade which will include fuel systems, automatic transfer switch and lift station controls. The building containing the emergency generator and diesel storage tank will have an NFPA 704 placard indicating that diesel is stored inside (unless natural gas is used). In addition, dual force mains are proposed to ensure the lift station will convey wastewater in the event of either single force main failure.

5.4.2 Emergency Storage Volume and Emergency Response Times
In addition to the proposed backup power generator, the lift station will be equipped with an emergency overflow storage tank, sized to hold a minimum of 1 hour of the approved peak hour flow rate, allowing time for operations staff to respond and mobilize to the site in the event of a high level alarm. The high level alarm water level in the lift station wet well will be below the invert of the emergency storage tank, and the maximum liquid level within the emergency storage tank will be below the influent pipe to the wet well to prevent surcharging upstream wastewater service lines.

CSU estimates operator response time at approximately 1 hour. At a minimum, the emergency storage volume will be designed to hold 1 hour of PHF (1,613 gpm which includes the Norwood property).

6 MANAGEMENT AND FINANCIAL CAPACITY
6.1 MANAGEMENT CAPACITY
The proposed RRLS site is within the city limits of the City of Colorado Springs. CSU’s policy is to take over operation and maintenance of the infrastructure if it serves more than 1 customer; therefore, both the lift station and the force main will be owned and maintained by CSU. CSU will be responsible for operating, capital, and miscellaneous costs such as electrical, maintenance, equipment replacement, liability and pollution insurance, water, and other ongoing expenses.

The District will maintain ownership of the facilities throughout the duration of construction, start-up, and the interim period prior to commissioning and final acceptance by CSU. After startup, CSU and the Engineer of Record will inspect the facilities and determine if construction has been completed in accordance with the approved final design documents. At the time final acceptance is granted, ongoing ownership and operation and maintenance will be the responsibility of CSU. All future operations and maintenance will be overseen by the CSU’s operations staff.

6.2 FINANCIAL CAPACITY
The financial arrangements for engineering and construction funding are being negotiated by the Airport, City, CSU and the District. As of this date, Reagan Ranch Metropolitan District No. 1 is paying all costs of design & engineering, permitting, etc. The District anticipates having an agreement in place for the construction funding with the appropriate parties by January 2023.

6.2.1 Owner Capital Cost Requirements
The anticipated capital cost for construction of the lift station is approximately $8.0 MM USD (2022 dollars) and $3.00 MM USD for the force main, for a total estimated capital construction cost of $11.0
MM USD. These estimates have been developed from similar facilities bid within 2021 and 2022.

6.2.2 CSU Long Term Financial System and Responsibilities

CSU will be responsible for the long-term operation and maintenance of the facilities. Table 5 represents anticipated costs on a monthly and yearly basis.

<table>
<thead>
<tr>
<th>Item</th>
<th>$ Per Month</th>
<th>$ Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operation (Electrical)</td>
<td>$1,200</td>
<td>$14,400</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$1,200</td>
<td>$14,400</td>
</tr>
<tr>
<td>Total</td>
<td>$2,400</td>
<td>$28,800</td>
</tr>
</tbody>
</table>

1) 10,000 kWh/month, $0.12/kWh, 11 hrs./day of runtime (ADF)
2) Estimates for general facility maintenance, equipment maintenance, replacement of parts, operator labor.

7 IMPLEMENTATION SCHEDULE AND SITE POSTING

7.1 IMPLEMENTATION SCHEDULE

An implementation schedule for the approval, design, and construction of the facilities is shown in Table 6. It is anticipated that CDPHE review times will not exceed 60 days each for the Site Application and final design. The final design will be submitted to the CDPHE concurrently or shortly after the approval of the Site Application from the local agencies.

<table>
<thead>
<tr>
<th>Activities &amp; Milestones</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posting of the Site</td>
<td>October 2022</td>
</tr>
<tr>
<td>Submit Site Application to CDPHE</td>
<td>January 2023</td>
</tr>
<tr>
<td>Site Application Approval</td>
<td>March 2023</td>
</tr>
<tr>
<td>Submit Final Design &amp; Basis of Design to CDPHE</td>
<td>June 2023</td>
</tr>
<tr>
<td>Final Design &amp; Basis of Design Approval</td>
<td>August 2023</td>
</tr>
<tr>
<td>Commencement of Facility Construction</td>
<td>September 2023</td>
</tr>
<tr>
<td>Start-Up and Commissioning of Facilities</td>
<td>November 2024</td>
</tr>
</tbody>
</table>

7.2 POSTING OF THE SITE

To notify the public, the District posted a sign at the property as shown below.
APPENDIX A
MAPS
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.
March 30, 2022

**Wetlands**
- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.
APPENDIX B
WW PLANNING DOCUMENTS
To: MMi Water Engineers, LLC

Re: Reagan Ranch Metropolitan District No. 2 Lift Station

March 17, 2021

Please accept this letter of commitment relating to the transfer of real property in support of the site location for the Reagan Ranch Metropolitan District No. 2 Lift Station.

Pikes Peak Investments LLC shall convey a parcel of subdivided real estate to Reagan Ranch Metropolitan District No. 2 as required for the permanent Lift Station site upon approval of the CDHPE Lift Station application, a Development Plan and Final Plat.

Danny Mientka
Manager
Pikes Peak Investments LLC

ACKNOWLEDGEMENT
STATE OF COLORADO
COUNTY OF EL PASO

Before me, a Notary Public in and for said County and State, personally appeared Danny Mientka, who acknowledged that he did sign the foregoing instrument and that the same is his free act and deed.

In testimony Whereof I have hereunto set my hand and official seal, this 17th day of March, 2021.

Signature of Notary Public

My commission expires on: 06-20-2022

The Equity Group
90 South Cascade
Suite 1900
Colorado Springs, Colorado 80903
(719) 475-7621
fax (719) 475-7627
Real Estate Services
To: Tiffany Miller, PE Plummer  
From: Justin Fecteau – Colorado Springs Utilities Wastewater Planning and Design  
CC: Kelly Nelson, The Equity Group  
Date: 1/19/2023  
Attachments: Wastewater Master Facility Form, Planning Map  
Re: Reagan Ranch Lift Station

Background and Design Verification
The Reagan Ranch project has modified the original vision of 2 separate lift stations. Now, flow is planned to be consolidated at a single lift station, Reagan Ranch, that is planned to serve the area depicted on the planning map. Ultimate flow from the project has also been increased due to changes in envisioned land use. Build out flow from the lift station is now:

0.693 MGD Maximum Month Daily Flow

2.427 MGD design peak flow.

Based on conversations with the developer and the developer’s engineer, Colorado Springs Utilities understands this lift station will be planned for buildout conditions but will be constructed in incremental steps to follow the progresses of the Reagan Ranch development.

The first major break point for the project is 0.46 MGD average day flow. This breakpoint pushes the flow from the separately owned Norwood property to a future date. When the need for pumping above 0.46 MGD average day flow arises, an amendment to the Reagan Ranch Lift Station Site Application will be required.

Colorado Springs Utilities understands that there are additional smaller increments based on effective use of the force main(s) to be determined by the development engineer up to the 0.46 MGD breakpoint. The development engineer plans that an 8” force main will be used initially & a parallel 14” force main will also be installed alongside the 8” to support future loading.

First Break Point Design Flow is:

0.46 MGD average day

A suitable peaking factor for 0.46 MGD based on Colorado Springs Utilities Data is 3.35

0.46*3.35 = 1.54 MGD peak flow
Future Planning

The Reagan Ranch Lift Station is the current option to serve the area due to the topography and lack of available treatment capacity to the south through Banning Lewis Ranch.

The Reagan Ranch lift station will be planned to accommodate future Norwood uses i.e. the lift station will have adequate space for future pumps, wet well expansion, increased emergency storage, etc. These future expansions will require a SAA Application Amendment and a construction project to increase the station capacity.

The currently (1/2023) planned outfall of Reagan Ranch Lift Station is the interim 18” main at Meadowbrook Pkwy & Newt Dr.

Current (1/2023) average day flow in the 18” main = 0.65 MGD. The first break point design flow is expected to be conveyed by the 18” main.

Substantial wastewater infrastructure upgrades to support continued flow increases from eastern Colorado Springs are required to be in place by 2030. The capacity in the 18” main is a trigger point that precipitates the need for these large-scale upgrades. The installation of the Reagan Ranch lift station will likely accelerate the need for these upgrades. The timing impact to the upgrades due to the Reagan Ranch Lift Station is unknown. Colorado Springs Utilities will continue to monitor flow through the 18” gravity section and adjust planning timeframes accordingly.

Colorado Springs Utilities is reviewing wastewater strategies through our Banning Lewis Ranch Studies and Alternatives Analysis (SAA) project. The SAA will look at conveyance and treatment options for wastewater in eastern Colorado Springs which may affect the future large scale system configuration. The ultimate system configuration that is decided on from the SAA could affect the outfall location of Reagan Ranch. If the outfall location is changed, an amendment to the Site Application will be required to connect to a new location.

Summary

Navigating the installation of the Reagan Ranch Lift Station is challenging given the uncertain future and growth in the surrounding areas. To mitigate these uncertainties the following is summarized

1) Limit lift station flow to the first break point, 0.46 MGD. This allows initial development to begin and is planned to accommodate the proposed Reagan Ranch development. Expansion above this point requires a Site Application amendment, which allows for the reassessment of capacity and more clarity regarding future infrastructure.

2) Continue to monitor flow in the outfall 18” line and adjust timing for regional capacity increases as needed.

The steps for initiating the construction of the Reagan Ranch Lift Station are:
1) Obtain Site Location approval for the Reagan Ranch Lift Station. The flow for the Site Application will be 0.46 MGD average day. The Engineering Report will address the break point and planned configuration.

2) Design the Lift Station –
   a. The full buildout flow of 0.694 MGD will be accounted for in the spacing and configuration of the equipment and appurtenances.
   b. The first break point 0.46 MGD will be the limit for this design.

3) Obtain design approval from CDPHE and Colorado Springs Utilities.

4) Begin construction of the Reagan Ranch Lift Station.
Reagan Ranch Lift Station Capacity Map

28.08 acres 363,200 SF office/light industrial

Total Residential Units—1,946 SFEs

Additional Residential Units to be served:
Add’l 140 ac Norwood est. – 1,120 SFEs
Add’l 38 ac Norwood est. – 304 SFEs

Total PBC approved in Concept Plan
68.93 ac
25% lot coverage

Approx. 140 acres to be served by lift station
Assume 8 units/acre

Approx. 38 acres to be served by south lift station
Assume 8 units/acre

Figure 1 - Capacity Map
Wastewater Master Facility Form

Date: October 12, 2022
Project Name: Reagan Ranch Lift Station (formally Reagan Ranch Lift Station No. 2)
Project Number (City Planning assigned file#):
Location (Street Intersection, indicate corner): East of South Marksheffel Road
Company: Plummer
Contact Name: Tiffany Miller
Phone Number: 720-774-6132
Mailing Address: 1221 Auraria Parkway Denver, CO 80204
Email Address: tmiller@plummer.com
Developer Name: Reagan Ranch Metropolitan District No. 1 - Kelly Nelson
Developer Email: kelly@theequitygroup.net
LID of Connection (See our GIS portal wastewater layer): WW.186385

Development Type:
- Single Family Residential
  - Number of Units: 3370
  - Acres: 
- Residential (Duplex & Triplex)
  - Number of Units: 
  - Acres: 
- Apartments, Condominiums & Townhomes
  - Number of Units: 
  - Acres: 
- Hotels
  - Number of Units: 
  - Acres: 
- Industrial
  - Acres: 28.08
- Commercial
  - Acres: 68.93
- Other
  - Estimated Daily flow (gpd):

<table>
<thead>
<tr>
<th>LAND USE</th>
<th>AVERAGE DAILY DESIGN FLOW</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Family (2.5 persons per unit)</td>
<td>65 gallons per person per day</td>
</tr>
<tr>
<td>Multi Family (1.9 persons per unit)</td>
<td>65 gallons per person per day</td>
</tr>
<tr>
<td>Commercial (includes elementary &amp; middle schools)</td>
<td>1,300 gallons per acres per day</td>
</tr>
<tr>
<td>Industrial (includes high schools)</td>
<td>2,000 gallons per acre per day</td>
</tr>
<tr>
<td>Other</td>
<td>Provide Estimate</td>
</tr>
</tbody>
</table>

COMMENTS:

The total projected flow to the Reagan Ranch Lift Station is 0.694 MGD (MMADF) and 2.427 MGD (PHF).

1st Break Point Flow = 0.46 MGD 1.54 MGD 60 PEAK

Approval of this plan does not reserve capacity in the wastewater system until a building permit is obtained.
Approval of this plan does not represent approval of the wastewater collections system configuration or design.
The Developer shall be responsible for all wastewater collection system extensions required to serve the proposed development.
Re-approval of the wastewater master plan shall be required if:
- Any portion of the approved plan is modified
- Adjoining development occurs first
TO BE COMPLETED BY COLORADO SPRINGS UTILITIES WASTEWATER PLANNING AND DESIGN

SIGNATURES REQUIRED:
☐ No  ☐ Yes

MODEL DETERMINATION - Based on the information supplied
☐ NO WASTEWATER MODEL WILL BE REQUIRED
☐ A WASTEWATER MODEL WILL BE REQUIRED - Refer to Standards and Specifications

COMPLETE ONCE APPROVED MODEL IS SUBMITTED
Model submission date:

Based on Model information at the time of submittal:
☐ There are no downstream capacity issues
☒ Potential capacity issues were identified — REFER TO MEMO RE: REALAN RANCH LIFT STATION (1-19-2023)

ISSUES IDENTIFIED:
APPENDIX C
GEOTECHNICAL
Drive sample. The symbol 32/12 indicates 32 blows of a 140-pound hammer falling 30 inches were required to drive a 2.5-inch C.I.D. sampler 12 inches.

Groundwater level measured at time of drilling.

Groundwater level measured four after drilling.

Indicates depth where the test hole caved during drilling.

Notes:

1. The borings were drilled September 22, 2022 using a 4-inch diameter, continuous-flight auger and a CME-55, truck-mounted drill rig.

2. These logs are subject to the explanations, limitations, and conclusions as contained in this report.

3. Laboratory descriptions will be generated by GINT when laboratory data is imported.
DATE: April 12, 2023
TO: PPACG Board of Directors
FROM: John Liosatos, Transportation Director
THROUGH: Andrew Gunning, Executive Director
SUBJECT: LEGISLATIVE UPDATE

ACTION REQUESTED: Review & Approve

SUMMARY
The PPACG Legislative Committee meets each Monday during the General Assembly to discuss and review state legislation that are covered by the themes and priorities identified by the Board of Directors each winter. Priority bills, with recommended legislative positions, are included in the first attachment.

PROPOSED MOTION
Approve the recommended legislative positions.

ALTERNATIVES
The Board of Directors has the following alternatives to consider:

1) Disapprove the item as presented.
2) Approve the item with amendments.

ATTACHMENT(S)
1) PPACG Priority Bill Tracker
2) State and federal rule-making updates

STRATEGIC PLAN GOALS
☒ Advocacy: Serve as an effective advocacy voice for common ground issues.
☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☐ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication, and collaboration.
March 31, 2023

**New bills for consideration**
- **SB23-198** – Clean Energy Plans (Tabled on 3/25/23; 4/5/23 @ 1:30 PM in Senate Transportation & Energy)
- **SB23-213** – Land Use (Slate for additional discussion of amendments if any on 4/5/23)
- **HB23-1272** – Tax Policy that Advances Decarbonization
- **HB23-1273** – Creation of Wildfire Resilient Homes Grant Program

**Priority Bills**

<table>
<thead>
<tr>
<th>Bill #</th>
<th>Title</th>
<th>Position</th>
<th>Status</th>
<th>Hearing</th>
</tr>
</thead>
<tbody>
<tr>
<td>HB23-1052</td>
<td>Mod Prop Tax Exemption for Veterans with Disabilities</td>
<td>Support</td>
<td>Passed House; Assigned to Senate State Affairs</td>
<td>04/06/23 @ 1:30PM</td>
</tr>
<tr>
<td>HB23-1075</td>
<td>Wildfire Evacuation and Clearance Time Modeling</td>
<td>Amend</td>
<td>Passed House Agriculture Committee, referred to Appropriations</td>
<td>Not yet scheduled</td>
</tr>
<tr>
<td>HB23-1101</td>
<td>Ozone Season Transit Grant Program Flexibility</td>
<td>Amend</td>
<td>Passed House; Passed Senate, Second Conference Committee being appointed</td>
<td>Rejected first report of the first conference committee.</td>
</tr>
<tr>
<td>HB23-1184</td>
<td>Low-income Housing Property Tax Exemptions</td>
<td>Support</td>
<td>Passed House Transportation, Housing &amp; Local Govt and Finance; Passed Appropriations; Awaiting second reading</td>
<td>04/03/23 @ 10AM</td>
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<tr>
<td>SB23-016</td>
<td>Greenhouse Gas Emission Reduction Measures</td>
<td>Amend</td>
<td>Amended, Passed Senate Trans &amp; Energy and Finance. Referred to Appropriations</td>
<td>Not yet scheduled</td>
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<tr>
<td>SB23-036</td>
<td>Veterans with Disabilities Prop Tax Exemption Requirements</td>
<td>Support</td>
<td>Passed Senate; Passed House State Affairs, referred to Appropriations</td>
<td>Not yet scheduled</td>
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<tr>
<td>SB23-059</td>
<td>State Parks and Wildlife Area Local Access Funding</td>
<td>Support</td>
<td>Amended, Passed Senate Agriculture &amp; Natural Resources and Finance, referred to Appropriations</td>
<td>Not yet scheduled</td>
</tr>
<tr>
<td>Bill</td>
<td>Description</td>
<td>Action</td>
<td>Status</td>
<td></td>
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<tr>
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<td>--------------------------------------------------</td>
<td>-------------------------------</td>
<td>----------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>SB23-108</td>
<td>Allowing Temporary Reductions in Property Tax Due</td>
<td>Monitor</td>
<td>Passed Senate; Assigned to House Finance</td>
<td></td>
</tr>
<tr>
<td>SB23-111</td>
<td>Public Employees' Workplace Protection</td>
<td>Oppose</td>
<td>Amended, Passed Senate Local Govt, referred to Appropriations</td>
<td></td>
</tr>
<tr>
<td>SB23-161</td>
<td>Financing to purchase Firefighting Aircraft</td>
<td>Support</td>
<td>Passed Senate Finance, referred to Appropriations</td>
<td></td>
</tr>
<tr>
<td>SB23-166</td>
<td>Establishment of a Wildfire Resiliency Code Board</td>
<td>Amend</td>
<td>Amended, Passed Senate Local Govt &amp; Housing, referred to Appropriations</td>
<td></td>
</tr>
<tr>
<td>SB23-172</td>
<td>Protecting Opportunities and Workers’ Rights Act</td>
<td>Oppose</td>
<td>Assigned to Senate Judiciary</td>
<td></td>
</tr>
<tr>
<td>SB23-213</td>
<td>Land Use</td>
<td>Oppose</td>
<td>Assigned to Senate Local Government</td>
<td></td>
</tr>
<tr>
<td>SB23-214</td>
<td>Long Bill</td>
<td>Monitor for PPACG Priority Issues</td>
<td>Passed Senate; Assigned to House Appropriations</td>
<td></td>
</tr>
</tbody>
</table>

**Full list of bills**

[https://app.coloradocapitolwatch.com/bill-tracker-votes/0/6512/2023/0/]
PPACG staff is also monitoring rule-making processes on the following topics:

- **Colorado Clean Truck Rules.** PPACG staff is working with staff of member governments and military partners on the proposed rules on Advanced Clean Trucks proposed by the Colorado Department of Public Health and Environment's Air Pollution Control Division. These rules would largely adopt the California engine and vehicle emission standards and require manufacturers of medium and heavy-duty on-road vehicles to sell an increasing percentage of zero-emission vehicles of their annual sales from model year 2027 and beyond. The deadline for written public comment was on April 4, 2023, and the public hearing will take place April 19, 2023.

- **Proposed PFAS National Primary Drinking Water Regulation:** The EPA announced proposed regulations for drinking water standards on six PFAS. While wastewater, and not drinking water, is part of PPACG’s designation from the EPA, staff have asked the Water Quality Management Committee to monitor the rule-making process if there would be new requirements on wastewater treatment and discharge. The proposed rule was published in the Federal Register on March 29, 2023, and the public comment period ends May 30, 2023.
Recent updates were provided to the Board (in January and February) about our air quality challenges with ground-level ozone trends we’ve been experiencing the past few years. During the February discussion, the Board expressed interest in exploring possible avenues forward with other partners that would attempt to address the level of emissions coming into our region that we have no control over. I’ll give an update on recent conversations about that challenge and possible next steps.

Also, I’ll give an update on a grant opportunity through the U.S. EPA that addresses climate pollution reduction. The purpose of the grant program is to create plans aimed at reducing local greenhouse gas emissions, and those would also help with ozone reductions. Under the program (funded by the Inflation Reduction Act), each state is eligible to receive $3 million to prepare plans, and each of the top 67 metropolitan areas based on population may receive $1 million. However, if any states or regions decide to forego their allocation, the funding would become available to others based on their population (we’re number 79, or 12 spots below the 67th metro area). Several states have declined, so funding will be available for other interested areas. All regions within the top 100 in population have been encouraged to submit a notice of intent.

For regions where such plans are developed, those areas would be eligible for upcoming implementation grants for projects consistent with those plans. If our region is interested in pursuing this planning grant possibility (assuming funding becomes available), a Notice of Intent to Participate is due to the EPA by April 28.

STRATEGIC PLAN GOALS
☐ Advocacy: Serve as an effective advocacy voice for common ground issues.
☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.

Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication and collaboration.
DATE: April 12, 2023
TO: PPACG Board of Directors
FROM: Paul Rochette, Military Program Manager
THROUGH: Andrew Gunning, Executive Director
SUBJECT: Comprehensive Economic Development Strategy Update

ACTION REQUESTED: Information Only

SUMMARY

- Development of a Comprehensive Economic Development Strategy (CEDS) began in January 2023, funded by the US Economic Development Administration (EDA) and administered by the Colorado Office of Economic Development and Trade (OEDIT). PPACG is receiving $40,000 for the effort. This study began in about mid January this year and must be completed by the end of October 2023.

- The study follows a pre-set approach provided by EDA. It will consist of a SWOT analysis, a leverage analysis, identification of strategies to enhance the economy of the region and of particular economic clusters, identification of projects to be pursued, identification of measurements to follow the progress in meeting the strategies and projects, and a resiliency analysis to identify risks to accomplishment of the strategies and risks to the regional economy.

- Initial steps included recruiting stakeholders, holding a kickoff meeting with the stakeholders, gathering and reviewing any strategic plans, economic goals, SWOTs they have completed and collecting any other material that may inform the study. Review of the material provided supplied some initial SWOT and strategy material, however large gaps remain. The stakeholder group has approximately 100 members.

- During February we also developed a steering committee of approximately a dozen economic development experts in the region, including representatives from each of the three counties, chambers of commerce, representatives of several towns and cities in the region, and representatives of several key economic sectors in the region. The steering committee has met several times to review the study direction, identify members for the stakeholders group, give feedback to questions and processes we will follow and provide feedback on the overall study design. The steering committee will likely meet several times a month throughout the study.
Examining the regional economy, we have identified 19 different economic sectors to be included in the scope of the project. These 19 sectors have been collapsed into 6 clusters.

In early April, the Colorado Springs Chamber of Commerce will release a cluster study that examines many of the same clusters identified in the CEDS, and will form the basis of much of our cluster analysis. Until then, we have been focusing on clusters that are less likely to be included in the CoC study.

To gain more detailed inputs, interviews with individual stakeholders began in mid March, with almost a dozen already completed. These one-on-one interviews will continue and be supplemented by cluster group meetings to review and add to the individual interview findings.

Our target is to complete the interviews by the end of May, begin writing up SWOT and strategies in June, and begin presenting preliminary findings to cluster groups in July. At the same time we will begin focusing on identifying key projects for the region. The study will also present findings for several geographic areas. At this time we envision separate SWOTs, strategies and projects from a regional perspective, and from the perspective of Urban El Paso County, Rural and ExUrban El Paso County, and Teller and Park Counties.

STRICTIC PLAN GOALS
Please select which strategic plan goals this applies to.
☒ Advocacy: Serve as an effective advocacy voice for common ground issues.
☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☐ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
☒ Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication, and collaboration.
DATE: April 12, 2023
TO: PPACG Board of Directors
FROM: Laura Crews, Mobility Coordinator
Through: Andrew Gunning, Executive Director
SUBJECT: PPACG AmeriCorps VISTA Program

ACTION REQUESTED: Information Only

SUMMARY
PPACG is pursuing the opportunity to host three AmeriCorps VISTA Volunteers starting mid-year 2023. VISTAs serve a one-year term at a nonprofit or government agency assisting with program development and implementation. Their assignments are designed by the host agency and approved by AmeriCorps.

Over the past year, PPACG staff have identified opportunities to further our mission and enhance our services to the region. One of the challenges with implementing new things or extending our current services is having the resources and staff to stretch beyond what we currently do. We have been working to creatively identify opportunities for us to build our capacity to pilot new initiatives while managing our resources. The AmeriCorps VISTA program will provide us with three individuals to help us with our expansion efforts.

The three positions we are planning to host are the following:

1. Volunteer Coordinator for the Area Agency on Aging (AAA) to expand our volunteer programs to address needs identified in the Four-year Plan.
2. Traffic Safety Educator to help develop education programs in our region.
3. Regional Development Specialist, which is a general position assisting with new initiatives supporting PPACG’s Strategic Plan.

ATTACHMENT(S)
N/A

STRATEGIC PLAN GOALS
Please select which strategic plan goals this applies to.
☒ Advocacy: Serve as an effective advocacy voice for common ground issues.
☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☐ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
☒ Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication, and collaboration.
DATE: April 12, 2023

TO: PPACG Board of Directors

FROM: Andrew Gunning, Executive Director

SUBJECT: PPACG Strategic Plan and Work Plan Progress
Quarter 1 / January – March 2023

ACTION REQUESTED: Information Only

SUMMARY

Area Agency on Aging

- PPAAA staff, Regional Advisory Council members and Strategic Review subcommittee members have completed the 4-year Area Plan, required under the Older Americans Act mandate. Was submitted to the State Unit on Aging well in advance of the March 31, 2023 due date. Awaiting final approval, then hard copies will be made available to board members, staff, RAC and PPCoA members, and will be posted on the ppacg.org/aging website.
- Carryover funding from the Division of Insurance has been spent on media outreach and educational materials, per the recent guidance and timeframe.
- A member of the Family Caregiver Support Center spoke at the annual American Society on Aging national conference.
- Completed rounds 2 and 3 of Ombudsman interviews. Hired two new staff, who will begin on April 10.
- Participated in the Legislative breakfast at the capitol.

Transportation

- Made significant progress on the Regional Traffic Safety Gap Analysis (consultant effort)
- Executed an agreement with the state (Governor's office and OEDIT) for the Regional Grant Navigator program, and executed a contract with a regional navigator to assist our local jurisdictions on grant needs
- Kicked off the Pike's Peak Region's Freight Study. Findings will feed into the 2050 LRTP effort as well as the State Freight Plan process.
• Partnered with CDOT to secure funding to update the PPACG Travel Demand Model
• Secured agreements with CDOT to start several consultant contracts for planning efforts associated with the development of the 2050 LRTP.
  o Land Use model coordination/calibration
  o Public Involvement
  o Active Transportation Plan
• Submitted an application for funding from the CDOT Office of Traffic Safety (OTS)
• Several TIP amendments processed through the TAC and with Board approval
• Actively engaged with the Statewide Transportation Advisory Committee (STAC)

**Military Planning**

• Progress on the N Peterson Road design plan to improve access to Peterson Space Base Delta 1 entry. Consultants presented their designs for review at a public forum in March.

• Continued progress on identifying a potential wildfire mitigation grant through the Office of Local Community Cooperative's REPI Challenge program. Working with all of the municipal and military fire departments and fire protection districts bordering military installations, we have identified a likely candidate for a July 2023 REPI application. The project concept is now awaiting approval by the Cheyenne Mountain State Park in order for the application to be written and submitted. At the same time, work continues on identifying future mitigation projects to seek funding for along the WUI.

• Have continued to meet with agencies involved with finding stormwater solutions to mitigate or prevent future damages to upper Monument Creek as it flows across USFA. The effort has entailed conducting one-on-one interviews with representatives from USAFA, El Paso County, Town of Monument, City of Colorado Springs, Ft Carson and the Fountain Creek Watershed District to gain a common understanding of the problems to be addressed, and potential solutions to the problems. The effort has expanded from the original scope of just the Town of Monument, El Paso County and USAFA to potentially encompass a basin wide approach to encompass the entire jurisdiction of the Fountain Creek Watershed District.

• The water quality program continues with numerous site evaluations and reviews of wastewater facility applications.
Environmental Planning

- Air Quality
  - Briefed the Board several times regarding regional ozone challenges and strategies for emissions reduction
  - Engaged with Air Quality Technical Committee as well as key stakeholders (City of Colorado Springs, CSU/Utilities, El Paso County and Chamber/EDC) on approaches to managing regional emissions and evaluate other possible solutions
  - Prepared and submitted an update to our EPA Ozone Advance Plan, and engaged with EPA on possible grant opportunities

- Water Quality
  - Site plan applications reviewed and approved by the Board
  - Continued active engagement with Fountain Creek Watershed District

Economic Development Coordination

- Development of a Comprehensive Economic Development Strategy (CEDS) began in January 2023, funded by the US Economic Development Administration and administered by the Colorado Office of Economic Development and Trade. The effort to date has consisted of formation of a stakeholders group, with about 100 leaders from across Park, Teller and El Paso County; formation of a steering committee with 13 members, and creation of the study design. Interviews with individuals began in mid March to obtain inputs into the study, with almost a dozen already completed. The study will consist of a SWOT analysis, a leverage analysis, identification of strategies to enhance the economy of the region and of particular economic clusters, identification of projects to be pursued, identification of measurements to follow progress in meeting the strategies, and a resiliency analysis to identify risks to accomplishment of the strategies. This study must be completed by the end of October 2023.

- Further enhancing the study, stakeholders submitted any strategic plans, economic goals, SWOTs they have completed and any other material that may inform the study. In early April, the Colorado Springs Chamber of Commerce will release a cluster study that examines several of the clusters identified in the CEDS.

Legislative Advocacy

- Actively engaging the legislative committee and state lobbyist on many state bills of interest and concern
• Planned and conducted legislative roundtable meeting during the session (March) in Denver with our delegation and board members
MEETING MINUTES
TRANSPORTATION ADVISORY COMMITTEE
March 16, 2023
1:30 p.m.

PPACG Main Conference Room – 14 S. Chestnut St., Colorado Springs, CO 80905
https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting
Meeting ID: 228 619 217 089
Passcode: YFanjm

Meetings will be held in a hybrid format to allow in-person attendance as well as a Teams option.

Agenda items marked with    indicate that additional materials were included in packets emailed to members.

1. CALL TO ORDER/ESTABLISH A QUORUM/INTRODUCTIONS
Ben Schmitt opened the meeting at 1:30 pm.

2. AGENDA APPROVAL
Gayle Sturdivant moved to approve; Lan Rao seconded. The motion was approved unanimously.

3. PUBLIC COMMENTS/PRESENTATIONS
None.

4. APPROVAL OF THE MINUTES    (February 16, 2023)
Need to adjust minutes to include Darren attendance. Gayle moved to approve; Victoria seconded. The motion was approved unanimously.

5. BOARD OF DIRECTORS REPORT

6. ACTION ITEMS
A. Annual TIP Policies and Procedures Review  
   Danelle Miller, Sr Transportation Planner, discussed the existing TIP
   XX moved to approve; XX seconded. The motion was approved unanimously.
B. FY 24-25 UPWP Development  
   Danelle Miller, Sr Transportation Planner

7. INFORMATION ITEMS
A. CDOT Updates – Standing Agenda Item
   Kathleen Collins noted that CDOT Headquarters is hiring interns. Rob Frei noted that John Hall has been promoted
   to the regional engineer (7) position vacated by Shane Ferguson.
B. IIJA Updates and Other Funding Opportunities – Standing Agenda Item
C. LRTP Update – Standing Agenda Item
   Danelle Miller, Sr Transportation Planner, provided an overview of the status of the component plans that feed into
   the LRTP development and the testing of the congestion management process scoring methodology, which is being
   conducted by Olsson as commissioned by PPACG.
D. Active Transportation Plan  
   Jason O'Brien, Sr Transportation Planner, provided an overview of the Active Transportation Plan effort. PPACG
   would like to engage TAC members to assist in shaping the scope of the plan in order to make the plan more helpful
   for the local agencies and does not duplicate existing activities.

8. MEMBER ENTITY ANNOUNCEMENTS
• Victoria updating Round 2 of Major Corridor Transportation Study. Will be looking for input and asking PPACG to take the information to committees.
• Gayle spoke about the bridge conference she attended that provided free resources for could be useful for other entities. PPACG will distribute those to the COG membership.
• Tim noted that the City of Colorado Springs passed its comprehensive transportation plan and the website has been update with the final version.
• Lan Rao announced that Dave Menter has been hired as the planning director (?) and that the RFP is due March 31. She also noted that they are seeing a lot of improvements in services and frequencies to restore service to pre-Covid levels. The Front Range Passenger Rail Station Location Study has been finalized and a final presentation is scheduled.
• Ben Schmitt at Woodland Park is now the director of public works and will have

9. **ITEMS FOR FUTURE TAC MEETINGS**
   John Liosatos, Transportation Director, noted the LRTP and its component plans/studies will be the primary focus of the staff and TAC meetings in the near future.

10. **ADJOURNMENT**
    Ben Schmitt adjourned the meeting at 2:32.

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Becky Frank
Gayle
Matt Pettit
Ben Sheets
Aaron Bustow
Allison Burns
Darren H
Kathleen Collins
Geoff Guthrie
Lachelle Davis
Phil Von Hake
Kristin Kenyon
Victoria
Tim Roberts

Rob Frei
John Hall
Sheila Booth
Lan Rao
MEETING MINUTES
MOBILITY COORDINATING COMMITTEE
March 28, 2023, 9:30 a.m.

PPACG Main Conference Room – 14 S. Chestnut St., Colorado Springs, CO 80905
https://ppacg.zoom.us/j/99798636660?pwd=a0VDbjFzVUVXRXRyOGVhcGx6c09SQT09 and (719) 359-4580
Meeting ID: 997 9863 6660
Passcode: 795651

Meetings will be held in a hybrid format to allow in-person attendance as well as a Zoom option.

Agenda items marked with ☑ indicate that additional materials were included in packets provided to members.

1. CALL TO ORDER / ESTABLISH A QUORUM / INTRODUCTIONS (Six [6] voting members). Chair Rumsey called the meeting to order at 9:31. A quorum was present.


3. CONSENT ITEMS These items will be acted upon as a whole, unless they are called up for discussion by a committee member or a citizen wishing to address the committee.
   A. Approval of the minutes from the February 28, 2023 meeting ☑ Ms. Dianna Van Auken motioned for approval. Ms. Chelsea Gondeck seconded. The motion carried unanimously.

4. PUBLIC COMMENTS/PRESENTATIONS
   A. Public Comments. Public comment can be made before or during the meeting. Public comment during the meeting is limited to three minutes and can be done at the meeting location or remotely by using the posted Zoom link. Individuals are encouraged to notify the meeting organizer at ppacg@ppacg.org before the start of the meeting with the agenda item they would like to comment on. Public comments can be submitted before the meeting via email to ppacg@ppacg.org for distribution to the committee members.

5. ACTION ITEMS
   A. Bylaws approval. Ms. Laura Crews presented the proposed changes. Ms. Melissa Marts noted that in the meeting today there are potential representatives from all the proposed membership categories: Appointed by Jurisdiction, Assigned by Member Organizations and Member at Large. Ms. Chelsea Gondeck motioned, Ms. Valerie Anders seconded. Motion passed unanimously.

6. MEMBERSHIP APPOINTMENTS
   A. Review vacancies and processes Ms. Melissa Marts reiterated the openings with PPACG jurisdictions and the three membership categories the MCC can look to fill.

7. TRAINING / INFORMATION SHARING / COORDINATION OPPORTUNITIES
   A. PPACG Military Fellow. Ms. Laura Crews updated his work at a state level around veteran needs for transportation. Goal to make better connections for veterans across the state. For members who are actively transporting veterans to medical facilities please reach out to our Fellow.
   B. Specialized Transit Plan timeline. Ms. Laura Crews shared the RFP is out for consultants to work on this Plan. Currently waiting on a transfer of funding through CDOT to continue. Looking for more opportunities for coordination and ensuring projects are listed in this Plan in order to get Federal funding. This is a 12 month planning process.
   C. Needs Assessment interactive web map. Ms. Laura Crews highlighted the unique information that can be researched as a result of the specialized transit gap analysis and the creation of this map. The map
highlights where people want to go, where they actually go, who transports and where the gaps are. The map includes all three counties. City of Colorado Springs will be sharing updates to their service area.

D. CASTA Conference in Pueblo May 9-12

8. COMMUNITY GUEST AND PROVIDER PRESENTATIONS
A. ADA Coordinator City of Colorado Springs, Rob Hernandez at 10:30. Mr. Rob Hernandez's official current title is ADA Manager, however, it is changing to Office of Accessibility Manager. The City has an Office of Accessibility with numerous staff from web accessibility to project engineers. Worked closely with Ms. Patricia Yeager, past CEO of the Independence Center, on ADA projects for the City of Colorado Springs and El Paso County. August of 2022 completed a Transition Plan for the City of Colorado Springs that guides corrective actions.

9. ITEMS FOR NEXT MEETING

10. ADJOURNMENT Chair Rumsey adjourned at 10:46.

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<thead>
<tr>
<th>Name</th>
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<tr>
<td>Jody Barker</td>
<td>PPACG (non-voting)</td>
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<tr>
<td>Laura Crews</td>
<td>PPACG - Mobility Coordinator (non-voting)</td>
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<td>Vacant</td>
<td>Citizen-At-Large</td>
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<td>Rosa McCormick (Primary)</td>
<td>City of Fountain</td>
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<td>Emily Covarrubias (Feb vote)</td>
<td>City of Fountain</td>
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<td>Dick Hyde</td>
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<td>El Paso County</td>
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<td>Mark Bowers</td>
<td>Fountain Valley Senior Center</td>
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<td>Gail Nehls</td>
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<td>Kristen Amundson (past Chair)</td>
<td>Goodwill Industries</td>
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<td>Jackson Simmons</td>
<td>Brian Champion</td>
<td>Mountain Metro Transit</td>
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<td>Jacob Matsen (Alternate)</td>
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<td>Jason DeaBueno</td>
<td>Silver Key Senior Services</td>
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<td>Valerie Anders</td>
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<td>Vacant</td>
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<td>Dianna Van Auken (2nd Vice Chair)</td>
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<td>Kathy Lowry (Alternate)</td>
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<td>Paul Spotts</td>
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<td>DeAnna Rumsey (Chair)</td>
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<td>Ted Schweitzer</td>
<td>Cripple Creek</td>
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<td>Chelsea Gondeck</td>
<td>Downtown Partnership</td>
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MEETING MINUTES
AREA AGENCY ON AGING REGIONAL ADVISORY COUNCIL
March 23, 2023, 10 a.m.

PPACG Main Conference Room – 14 S. Chestnut St., Colorado Springs, CO 80905
www.microsoft.com/en-us/microsoft-teams/join-a-meeting
Meeting ID: 251 771 327 540
Passcode: nepQza
Meetings will be held in a hybrid format to allow in-person attendance as well as a Microsoft Teams option.

1. CALL TO ORDER / ESTABLISH A QUORUM / INTRODUCTIONS (Quorum is 5 members). Chair Massey called the meeting to order at 10:04. A quorum was present.

2. AGENDA APPROVAL. Ms. Jo Ruth motioned to approve, Ms. Jenn Nimmo seconded. The motion passed unanimously.

3. CONSENT ITEMS These items will be acted upon as a whole, unless they are called up for discussion by a council member or a citizen wishing to address the council.
   A. Approval of the minutes from the February 23, 2023 meeting. Mr. Aric Bidwell motioned for approval, Ms. Debi Levin-Stankevich seconded. The motion passed unanimously.

4. PUBLIC COMMENTS/PRESENTATIONS
   A. Public Comments. Public comment can be made before or during the meeting. Public comment during the meeting is limited to three minutes and can be done at the meeting location or remotely by using the posted Microsoft Teams link. Individuals are encouraged to notify the meeting organizer at ppacg@ppacg.org before the start of the meeting with the agenda item they would like to comment on. Public comments can be submitted before the meeting via email to ppacg@ppacg.org for distribution to the committee members.

5. ACTION ITEMS

6. INFORMATION ITEMS
   A. Presentations. Oak Street Health Community Relationship Manager Edward Heller presented. Oak Street Health is a health clinic serving Medicare and Medicaid individuals. They are based out of Chicago with over 170 centers. They have two sites in Colorado Springs. Centers strive to have only 500 patients per provider with a max of 7 providers per site before they open a new site. They have a social worker as part of their team. They can currently see patients next day. They call their waiting room a community room with computers, snacks and act as warming center and activity space.
   B. Membership Subcommittee. We are waiting on a current application.
   C. Strategic Review Subcommittee. No Comments.
   D. AAA Director's Report. Mr. Jody Barker extended a sincere thank you to all who worked on the Four Year Plan. It was passed by the PPACG Board and signature pages are being drafted. The new plan will begin July 1, 2023. Hard copies can be requested through Melissa Marts. Client Satisfaction Surveys have been sent out and some are already coming back. State evaluations of AAA programs will happen the week of 3/27. Fifteen of twenty providers are being assessed and six site visits are set up. State legislation that PPACG is supporting includes SB23-031 Improving Healthcare Access for Older Adults and SB23-064 Expansion of the Office of Public Guardianship. Both are currently waiting in appropriations for the Long Bill. The PPACG Legislative Committee meets every Monday at 8:30.
   E. RAC Chair Report. Chair Massey attended the March 2 Legislative Caucus for issues pertaining to aging. There were 76 attendees. She really understood how important it is to have seniors speak up and testify. She encourages the RAC to help find seniors to do this next time.
7. **DISCUSSION ITEMS**

8. **MEETING SCHEDULE**
   
   A. Next meeting – April 27, 2023 will be the Annual Provider Fair in person at PPACG
   
   B. RAC Executive Committee meeting – First Wednesday of each month at 1 p.m., via Zoom
   
   C. PPACG Schedule

9. **ADJOURNMENT** Chair Massey adjourned at 11:00.

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<tr>
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<td>Bea Babbitt</td>
<td>Colorado Springs</td>
<td>12/23 At Large Past Chair</td>
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<td>X</td>
<td>Jody Barker</td>
<td>AAA Director</td>
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<td>Bill Boles</td>
<td>Park County</td>
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<td>X</td>
<td>Aric Bidwell</td>
<td>Department of Human Services</td>
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<td>Joann Ruth</td>
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<td>X</td>
<td>Marylyn Massey</td>
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<td>X</td>
<td>Jenn Nimmo</td>
<td>Colorado Community Health Alliance</td>
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<td>Maria Cordova</td>
<td>El Paso, Park, Teller</td>
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<td>Debi Levin-Stankevich</td>
<td>Colorado Springs</td>
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<td>PPACG Staff</td>
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1. **CALL TO ORDER / ESTABLISH A QUORUM / INTRODUCTIONS** Chair Romero called to order at 3:05. A quorum was present.

2. **AGENDA APPROVAL** Ms. Danielle McCarthy motioned for approval, Ms. Amy Mitchell seconded. The motion passed unanimously.

3. **CONSENT ITEMS** These items will be acted upon as a whole, unless they are called up for discussion by a commission member or a citizen wishing to address the commission.
   - A. Approval of the minutes from the February 15, 2023 meeting Ms. Amy Mitchell motioned for approval, Ms. Mary Duran seconded. The motion passed unanimously.

4. **PUBLIC COMMENTS/PRESENTATIONS**
   - A. Public Comments. Public comment can be made before or during the meeting. Public comment during the meeting is limited to three minutes and can be done at the meeting location or remotely by using the posted Zoom link. Individuals are encouraged to notify the meeting organizer at ppacg@ppacg.org before the start of the meeting with the agenda item they would like to comment on. Public comments can be submitted before the meeting via email to ppacg@ppacg.org for distribution to the committee members.

5. **ACTION ITEMS**
   - A. Vote on new member Kathy Cerullo-Smith. Chair Romero presented Ms. Cerullo Smith for membership representing eastern El Paso County and as a member of the State Commission on Aging. Ms. Amy Mitchell motioned for approval, Ms. Mary Duran seconded. The motion passed unanimously.

6. **INFORMATION ITEMS**
   - A. Membership Committee - Membership Matrix. Chair Romero welcomed Ms. Laura Kronick, Monument City Councilor in attendance today and shared there are two additional potential members both who are from Colorado Springs.
   - B. Policy Committee
     - Colorado Center for Aging (formerly Colorado Senior Lobby). Ms. Amy Mitchell shared the CCA is tracking over 40 bills. SB 068 regarding County Hospital Support, SB 058 Job Application Fairness the State COA Workforce Committee did a letter of support, HB23-1128 Reimbursement Rates for Nursing Homes. Ms. Mary Duran shared HB23-1215 Eliminate Facility Fees.
   - C. PPACG Legislative Committee. Mr. Jared Varner gave the update. The Committee meets Mondays at 8:30. They supported 23-064 Expansion of Public Guardianship Office and 23-031 Improve Healthcare Access both are now waiting for the Long Bill process which will be introduced on 3/27/23.

   Federal legislation is not something PPACG typically monitors. Chair Romero brought up USAging and discussions happening around the President's budget proposal. Federal HB21 110 Digital Equity Act was mentioned and Mr. Jared Varner reminded about the 7/1/2024 act that all digital materials must be available in different languages and to people with disabilities.

   - D. PPACG Board Items. Ms. Melissa Marts shared the Board approved the PPAAA Four Year Plan that will be combined with other State AAAs to create a State-wide plan to be implemented July 1, 2023.
   - E. Chair Report. Chair Romero congratulated on the PPAAA Four Year Plan and looks forward to hearing more and how the Commission can support.

7. **STRATEGIC PLANNING**
A. Prioritization Tool. Identify Policy Committee action and Boots on the Ground action 🌟. Commissioners explored the Tool by applying it to the bill to Expand the Office of Public Guardianship. They ranked on a 1(low)-5(high) scale the concepts of Impact, Duplication of Work, Time Needed, Regional, Market Demand. For Impact the average score was 4, Duplication 5 (meaning others are doing), Regional 4.5, Market Demand 4.5. These scores would indicate a strong interest in supporting with the exception that other entities are supporting so perhaps it is not needed for PPCOA to engage. The process brought up many questions:

- What is the difference between Market Demand and Impact? Impact was the ripple effect, market demand relates to the clientele being supported.
- Duplication? Indicates there are other entities doing advocacy.
- Clear need to have more information on the background of bills and the data. With the Guardianship bill: How many guardians are needed? What does the current process look like? Will there be enough money to expand? How are small counties supported?
- What are reliable sources of information? A reminder for the Commission to build out its database on these sources.

Ms. Amy Mitchell brought up current needs around food insecurity related to EBT funds being cut.

8. **DISCUSSION ITEMS**

9. **MEMBER ENTITY ANNOUNCEMENTS**

Chair Romero shared Innovations in Aging is wrapping up their Age-Friendly 2.0 for El Paso County with a report to come soon.

Ms. Melissa Marts asked Commissioners to track time spent on Commission work now that homework and additional research is being conducted by many Commissioners in between meetings.

10. **MEETING SCHEDULE**

A. Commission Meeting – April 19, 2023
B. Executive Committee Meetings – First Wednesday of each month at 10:30 a.m.
C. Policy Committee Meetings – TBD
D. PPACG Meetings 🌟

11. **ITEMS FOR NEXT MEETING**

Date Repository for reliable data and research.

12. **ADJOURNMENT** Chair Romero adjourned at 5:00.

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Pikes Peak Commission on Aging

Principles of Engagement

To support the mission and vision of the Pikes Peak Commission on Aging, the following **Principles of Engagement** are utilized to create and maintain a culture of collaboration and partnership among stakeholders and Commission members. The guiding principles are intended to define a behavioral model which addresses how individual members treat each other, communicate, participate, cooperate, support each other, and coordinate joint activity towards the greater whole.

**Work Integrity:**

**Collaboration:** As team members we agree to always pitch in, when and where necessary, to help address problems and follow-up timely.

**Accountability:** We agree to be accountable for our own actions, behavior and choices.
**Listen:** We will listen with empathy, hear with understanding, avoid judgment and defensiveness, and solicit and discuss ideas.

**Reflection:** Take note of collective successes on an annual basis. Celebrate the impact of work done.

**Kindness:** We will always promote an environment that is safe for participation, open communication and where group members do not have to fear criticism or retribution.

**Ethics:** We make decisions that reflect our values and principles; even when the decision may not be favorable to the majority or individually.

**Healthy Conflict Resolution:**

**Openness:** Receive and deliver feedback with an open mind while offering suggestions for improvement. Generate ideas to resolve problems being dedicated to work through conflict.

**Language:** Use language that avoids blame and strive to seek productive conversation.

**Meeting Etiquette:**

**Engagement:** Be Present and prepared—each person should come to the meeting with the materials and data needed and an understanding of the meeting topic, practice active listening skills, be mindful of dominating conversation.

**Avoid distraction:** Be mindful of the speaker, do not engage in side-bar conversations.

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<thead>
<tr>
<th>Name</th>
<th>Represents</th>
<th>Term</th>
<th>Expires 12/23</th>
<th>Expires 12/24</th>
<th>Expires 12/25</th>
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<td>Amy Mitchell</td>
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<td>Jody Barker</td>
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</table>
DATE: April 12, 2023
TO: PPACG Board of Directors
FROM: Jared Verner, Public Information Officer
THROUGH: Andrew Gunning, Executive Director
SUBJECT: CURRENT COMMITTEE AND COMMISSION VACANCIES

ACTION REQUESTED: Information Only

SUMMARY
Below is the list of current vacancies for the committees and commissions that the Board of Directors oversees.

Community Advisory Committee:
- Teller County
- City of Colorado Springs
- City of Victor
- City of Cripple Creek
- Town of Alma
- Town of Fairplay
- Two community organizations

Technical/Transportation Advisory Committee
- Teller County

Regional Advisory Council (AAA)
- City of Fountain
- City of Woodland Park
- City of Manitou Springs
- City of Cripple Creek
- Town of Calhan
- Town of Alma
- Town of Fairplay
- Town of Green Mountain Falls
- Town of Monument
- Town of Palmer Lake
• Town of Ramah

Commission on Aging
• El Paso County
• Park County
• City of Manitou Springs
• City of Woodland Park
• City of Victor
• Town of Alma
• Town of Fairplay
• Town of Green Mountain Falls
• Town of Monument
• Town of Palmer Lake
• Town of Ramah

Mobility Coordinating Committee
• El Paso County
• Park County
• Teller County
• City of Colorado Springs
• City of Manitou Springs
• City of Woodland Park
• City of Victor
• Town of Calhan
• Town of Green Mountain Falls
• Town of Monument
• Town of Palmer Lake
• Town of Ramah

Air Quality Technical Committee
• Park County
• City of Victor
• City of Manitou Springs
• City of Woodland Park
• Town of Alma
• Town of Calhan
• Town of Fairplay
• Town of Green Mountain Falls
• Town of Monument
• Town of Palmer Lake
• Town of Ramah
Water Quality Management Committee
- El Paso County
- City of Colorado Springs
- City of Fountain
- City of Victor
- City of Cripple Creek
- City of Manitou Springs
- Town of Alma
- Town of Calhan
- Town of Ramah
- Bailey Water & Sanitation District
- Cheyenne Mountain Estates-Broadmoor Park
- Ellicott Springs Utilities
- Fairplay Sanitation District
- Florissant Water & Sanitation District
- Fort Carson
- Lower Fountain Metropolitan Sewage Disposal District
- Teller County Wastewater District
- Harold D. Thompson Regional Wastewater Treatment Facility
- United States Air Force Academy
- Walden Wastewater Treatment Facility
- Will-O-Wisp Metropolitan District

BACKGROUND
In Article III, Section 9 of the Pikes Peak Area Council of Governments Board of Directors Bylaws, the Board has the ability to appoint and dissolve committees it deems expedient to further the principles and purposes of the council of governments. The Board also shall approve the membership of primary and alternate representatives for all committees, as recommended by the member governments, and it reserves the right to review and remove representatives at any time.

STRATEGIC PLAN GOALS
Please select which strategic plan goals this applies to.
☒ Advocacy: Serve as an effective advocacy voice for common ground issues.
☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☒ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☒ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication, and collaboration.
DATE: April 12, 2023
TO: PPACG Board of Directors
FROM: Andrew Gunning, Executive Director
SUBJECT: EXECUTIVE DIRECTOR'S REPORT

ACTION REQUESTED: Information Only

Area Agency on Aging

- PPAAA staff, Regional Advisory Council members and Strategic Review subcommittee members completed the 4-year Area Plan, required under the Older Americans Act mandate, and was submitted to the State Unit on Aging in advance of the March 31, 2023 due date. Awaiting final approval, then hard copies will be made available to board members and others, and will be posted on the ppacg.org/aging website.
- Carryover funding from the Division of Insurance has been spent on media outreach and educational materials, per the recent guidance and timeframe.
- A member of the Family Caregiver Support Center spoke at the annual American Society on Aging national conference.

Transportation Program

- Coordinated efforts with our regional grant navigator program, including orientation and training with the state
- Prepared and submitted a safety grant application
- Continued early development of the freight mobility study by meeting with stakeholders and refining the work plan
- Presented the traffic safety regional update to multiple audiences
- Met with City of Manitou Springs and CDOT on area projects
- Attended Statewide Transportation Advisory Committee meeting, March 2
- Attended statewide MPO meeting, March 9
- Held CDOT-MMT-FHWA-FTA coordination meeting, March 13
- Met with City of Colorado Springs on TIP projects, March 13
• CDOT Local Agency coordination meeting, March 21

Administration
• Barb Watson, Human Resources Manager, announced her retirement, which will be effective in September (allowing time for a replacement to be hired)
• Two AAA ombudsmen positions were filled, with Robin Guthrie and Cathy Reyes both beginning with PPACG on April 10
• Met with the city, town, county managers to discuss collaboration and regional training needs, March 9
• Met with Drive Smart Colorado board of directors, March 10
• Met with Green Mountain Falls Mayor Todd Dixon, Town Manager Becky Frank and our grant navigator Jill Gaebler to discuss town projects, March 10
• Attended Area Chiefs’ of Staff meeting, March 15
• Attended State of the Bases event, March 21
• Met with EPA Ozone Advance program director, March 22
• Met with EPA region 8 staff regarding grant possibilities, March 23
• Held monthly call with DRCOG and North Front Range MPO executive directors, March 27
• Met with grant navigators across the state, and state agencies (OEDIT, DOLA, Governor’s office) to coordinate around grant navigation program, March 28
• Met with Colorado Springs Utilities on various air quality topics, March 28
• Held Air Quality Committee meeting, March 29
• Met with Intermountain West MPOs, March 31

STRATEGIC PLAN GOALS
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☒ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☐ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
☒ Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication and collaboration.
# Upcoming Meeting Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting</th>
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<tbody>
<tr>
<td>April 12</td>
<td>9 a.m.</td>
<td>Board of Directors</td>
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<tr>
<td>April 13</td>
<td>9 a.m.</td>
<td>Mobility Coordinating Committee – Executive Committee</td>
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<tr>
<td>April 17</td>
<td>8:30 a.m.</td>
<td>Legislative Committee</td>
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<tr>
<td>April 18</td>
<td>9 a.m.</td>
<td>Transportation Advisory Committee Workshop</td>
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<td>April 19</td>
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<td>Commission on Aging</td>
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<td>April 27</td>
<td>10 a.m.</td>
<td>Regional Advisory Council</td>
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<td>May 1</td>
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<td>May 3</td>
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<td>Regional Advisory Council - Executive Committee</td>
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<td>May 5</td>
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<td>Board of Directors Workshop</td>
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<td>May 31</td>
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<td>June 7</td>
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<td>June 9</td>
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<td>Community Advisory Committee</td>
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Schedule as of April 5, 2023

Meetings may be added, changed or cancelled as needed. Current meeting schedule is available at ppacg.org.