



## EXECUTIVE COMMITTEE MEETING AGENDA

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**June 16, 2023**

**Virtual**

**9:00 AM - 9:30 AM**

1. Opening Remarks - Maureen Paz de Araujo, President
2. Consent Agenda
  - a. Minutes from last meeting - Abbey Aguirre, Executive Director
3. Chapter Administrator Report - Abbey Aguirre, Executive Director
  - a. Board Election Update
  - b. CPC update
  - c. New website update
4. New Business
  - a. Board Retreat reminder next week - Abbey Aguirre
5. Transportation Symposium Update - Maureen Paz de Araujo
6. Other Business
7. Adjourn

**Next Meeting:**

Board Retreat

June 23, 2023, 8:00 am to 4:00 pm

The Eddy, Golden, CO

**Future Agenda Items:**

**Action Items:**



## APA Colorado Board Agenda Item

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**Executive Committee Meeting Date:** 6/16/2023

**Subject:** 2023 Transportation Symposium – Loss Distribution/Position Moving Forward

**Board Member/Sponsor:** Maureen Paz de Araujo, President

**Development Plan|Action Program Reference:** Communicate & Engage: S-6 Promote planning successes, A-5 Prominently highlight the accomplishments of members in a variety of ways; Inspire: S-19 inspire planners to reach new heights of creativity, energy, and innovation.

**Budget/Financial Implications:** Yes  No

**Budget Line Item:**

**Amount Budgeted:** None, revenue anticipated      **Amount Requested:** TBD

ACTION ITEM:       INFORMATIONAL ITEM:

**Recommendation:** Continue Sponsorship of Transportation Symposium

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The APA Colorado Chapter has co-sponsored the Colorado Transportation Symposium for twenty years. The cooperating organizations have varied over the years, with APA, ITE, WTS, ASCE, Rocky Mountain ITS consistent partners. Each of these six organizations has provided various support roles with a focus and economizing to raise scholarship funding to be split among the partner organizations. Although contributions are sometime uneven, the proceeds have been split evenly. Eventually, lead organization rotation fell on WTS, APA and ITE only. In 2017 WTS chose to hire CIG to support event planning and take some of the load off the volunteers. They agreed to cover any loss that year. ITE took the next rotation followed by APA and then WTS after a lapse year for COVID. WTS put the event planner to a vote, and all agreed to hire Liz Viscardi (former CIG event planner) and to share any loss. That year (2022) was a huge success and there was a distribution to the partners (now seven with the addition of COMTO) with a reserve of \$10K retained for 2023.

Following the 2022 Transportation Symposium, the operating model was reorganized be led by a Chair and Vice Chair drawn from volunteers but not aligned with a lead organization. As part of the reorganization, all partner organizations committed to use an event planner and to share loss or profit equally. APA was also asked to maintain Transportation Symposium bank account given our non-profit status. Our Board agreed to commit to profit/loss sharing and reluctantly agreed to maintain the Symposium bank account, given the extra contribution from APA for our staff to support the financials.

Per the attached profit & loss statement the Transportation Symposium did not make a profit this year under the new model and depleted the \$10K reserve. This means that rather than receiving a profit share this year, we will be asked to share the loss and restoring a \$10K seed for 2023. Our share of the "loss" will be at least \$2,066.59 and may be more. We will need to confirm that APA Colorado would like to continue to support the event for 2023 and should offer strategies to ensure a return to the original vision and goals of the Colorado Transportation Symposium form a perspective of their alignment with the mission of APA Colorado.

## Colorado Transportation Symposium Profit & Loss Detail January 1 through May 2, 2023

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Income</b>								
<b>Interest</b>								
Deposit	01/31/2023			Interest		TS Savings	0.39	0.39
Deposit	02/28/2023			Interest		TS Savings	0.30	0.69
Deposit	03/31/2023			Interest		TS Savings	1.15	1.84
Deposit	04/30/2023			Interest		TS Savings	1.86	3.70
Total Interest							3.70	3.70
<b>Registration Income</b>								
Deposit	03/15/2023		RegFox	Transfer from ...		TS Savings	38,483.54	38,483.54
Deposit	04/20/2023		RegFox	Deposit		TS Savings	171.03	38,654.57
Deposit	04/20/2023		RegFox	Deposit		TS Savings	444.39	39,098.96
Deposit	04/26/2023		RegFox	Deposit		TS Savings	36,284.98	75,383.94
Total Registration Income							75,383.94	75,383.94
<b>Sponsorship</b>								
Deposit	04/20/2023		Nicole Kim	Deposit		TS Savings	668.43	668.43
Deposit	04/20/2023		MBaker	Deposit		TS Savings	1,543.17	2,211.60
Deposit	04/26/2023		AECOM	Deposit		TS Savings	1,575.00	3,786.60
Deposit	04/26/2023		Gades Traffic	Deposit		TS Savings	682.50	4,469.10
Deposit	04/26/2023		T2 Utility Engineers	Deposit		TS Savings	655.00	5,124.10
Deposit	04/26/2023		IDAX Data Solutions	Deposit		TS Savings	682.50	5,806.60
Deposit	04/26/2023		Image Sensing	Deposit		TS Savings	682.50	6,489.10
Deposit	04/26/2023		Stantec	Deposit		TS Savings	2,100.00	8,589.10
Deposit	04/26/2023		PCL	Deposit		TS Savings	3,150.00	11,739.10
Deposit	04/26/2023		Altitude Signal	Deposit		TS Savings	682.50	12,421.60
Deposit	04/26/2023		Merge Resources	Deposit		TS Savings	300.00	12,721.60
Deposit	04/26/2023		Basis Partners	Deposit		TS Savings	3,000.00	15,721.60
Deposit	04/26/2023		Felsburg Holt & Uille...	Deposit		TS Savings	750.00	16,471.60
Deposit	04/26/2023		ACL, Inc.	Deposit		TS Savings	750.00	17,221.60
Deposit	04/26/2023		Bohannon Huston	Deposit		TS Savings	750.00	17,971.60
Deposit	04/26/2023		PS&H	Deposit		TS Savings	1,500.00	19,471.60
Deposit	04/26/2023		AM Signal	Deposit		TS Savings	650.00	20,121.60
Deposit	04/26/2023		Peters and Yafee	Deposit		TS Savings	950.00	21,071.60
Deposit	04/26/2023		Utility Mapping servi...	Deposit		TS Savings	750.00	21,821.60
Deposit	04/26/2023		Kimley-Horn Assoc. ...	Deposit		TS Savings	750.00	22,571.60
Deposit	04/26/2023		Horrocks Engineering	Deposit		TS Savings	1,500.00	24,071.60
Deposit	04/26/2023		Olsson Inc.	Deposit		TS Savings	2,750.00	26,821.60
Deposit	04/26/2023		Shrewsberry	Deposit		TS Savings	650.00	27,471.60
Deposit	04/26/2023		Schlesinger Consulti...	Deposit		TS Savings	300.00	27,771.60
Deposit	04/26/2023		Michael Baker Intern...	Deposit		TS Savings	3,000.00	30,771.60
Deposit	05/01/2023	2949	HG Conslut Inc.	Deposit		TS Savings	750.00	31,521.60
Deposit	05/01/2023	68547	Ero Resources Corp...	Deposit		TS Savings	750.00	32,271.60
Deposit	05/01/2023	249897	Stanley Consultants ...	Deposit		TS Savings	750.00	33,021.60
Deposit	05/01/2023	6913	Rick Engineering Co...	Deposit		TS Savings	650.00	33,671.60
Deposit	05/01/2023	133	Advanced Drainage ...	Deposit		TS Savings	650.00	34,321.60
Deposit	05/01/2023	2312	Y2K Engineering	Deposit		TS Savings	300.00	34,621.60

## Colorado Transportation Symposium Profit & Loss Detail January 1 through May 2, 2023

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	05/01/2023	26565	Otak, Inc.	Deposit		TS Savings	750.00	35,371.60
Deposit	05/01/2023	12407	RockSol Consulting ...	Deposit		TS Savings	750.00	36,121.60
Deposit	05/01/2023	2439	Eugene Lynne	Deposit		TS Savings	650.00	36,771.60
Deposit	05/01/2023	153772	Mead & Hunt	Deposit		TS Savings	750.00	37,521.60
Deposit	05/01/2023	185655	RK&K	Deposit		TS Savings	750.00	38,271.60
Deposit	05/01/2023	40544...	WSP	Deposit		TS Savings	1,250.00	39,521.60
Deposit	05/01/2023	239617	Wilson & Company	Deposit		TS Savings	1,500.00	41,021.60
Deposit	05/01/2023	121657	Merrick & Company	Deposit		TS Savings	750.00	41,771.60
Deposit	05/01/2023	127142	JEO	Deposit		TS Savings	750.00	42,521.60
Deposit	05/01/2023	50373...	City and County of ...	Deposit		TS Savings	1,500.00	44,021.60
Deposit	05/01/2023	16909	CONSOR Engineers...	Deposit		TS Savings	750.00	44,771.60
Deposit	05/01/2023	199	Ironstride Solutions ...	Deposit		TS Savings	3,000.00	47,771.60
Deposit	05/01/2023	12633	Martin/Martin	Deposit		TS Savings	750.00	48,521.60
Total Sponsorship							\$1,443.75 - Outstanding Sponsor Payments	48,521.60
Total Income							48,521.60	48,521.60
							123,909.24	123,909.24
<b>Expense</b>								
<b>Venue</b>								
Bill	05/01/2023		Sheraton Denver Do...			Accounts Paya...	128,532.65	128,532.65
Bill	05/01/2023		Visible Voices	closed captio...		Accounts Paya...	1,286.50	129,819.15
Total Venue							129,819.15	129,819.15
Total Expense							129,819.15	129,819.15
<b>Net Income</b>							<b>-5,909.91</b>	<b>-5,909.91</b>

Net Income -\$4,466.16 with remaining two sponsorships paid, but this may not include the final invoice from Event Planner.  
This leaves at least \$14,466.16 "loss" to be split among the seven partners.

8:23 PM

05/02/23

Accrual Basis

**Colorado Transportation Symposium**  
**Profit & Loss**  
January through December 2023

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	<u>Jan - Dec 23</u>
<b>Income</b>	
Interest	3.70
Registration Income	75,383.94
Sponsorship	<u>48,521.60</u>
<b>Total Income</b>	123,909.24
<b>Expense</b>	
Venue	<u>129,819.15</u>
<b>Total Expense</b>	<u>129,819.15</u>
<b>Net Income</b>	<u><u>-5,909.91</u></u>