



BOARD MEETING MINUTES

August 11, 2023

[Google Meet Link](#)

9:00 - 11:00 am

Roll Call: Alex Bergeron, Andrew Bowen, Scott Bressler, Roshana Floyd, Erin Fosdick, Nicole Galehouse, Ethan Greene, Morgan Hester, Amanda Kannard, Carrie Makarewicz, Johnny Malpica, Joni Marsh, Zach Noyes, Josh Olhava, Maureen Paz de Araujo, James Shockey, Kris Valdez, Katelynn Wintz, Shaida Libhart, Susan Wood

Absent: Dana Hoffman, Daniel Murray, Britt Palmberg, Julia Puester, Renae Stavros, Mark Truckey, Jennifer Woods

1. **Opening Remarks - Maureen Paz de Araujo, President:** Maureen called the meeting to order at 9:02 am.
2. **Consent Agenda**
 - a. **Minutes from Board Retreat - Abbey Aguirre, Executive Director:**
Abbey presented the minutes from the Board Retreat on June 23, 2023. The Board will review and if any changes are needed, will email Abbey.

Discussion: none

Maureen Paz de Araujo moved to approve the Board Retreat minutes pending any changes recommended by Board members.

Josh Olhava seconded the motion.

Vote: unanimous all in favor.

3. **Chapter Administrator Report - Abbey Aguirre, Executive Director**
 - a. **Conference Update:** Abbey updated the Board that there are currently 384 registrations for the conference totaling \$18,385 (\$13,569.67 net after fees) in conference registration revenue. Mobile tours have \$460 in registration that we expect to increase to \$2,200. Total revenue is \$118,845, which is \$33,155 below total budgeted revenue, or the remaining mobile expected income, and about 78 additional registrations.

Expenses for transportation for the mobile tours are higher than expected. A total of \$2,170 was spent while the mobile tour expense budget was only \$400. Savings of \$3,000 in keynote speaker fees will cover this overage.

Other expenses are in line or less than budgeted so far, but will continue to be monitored.

The Welcome Reception will be at the Olympic Museum and cost \$23,182.74, which is less than the budget of \$25,000. This includes full rental of the venue, food, and 1 drink ticket per attendee (a bar will be available after the drink ticket is used). There will be access to all of the museum's exhibits.

The remainder of the reception budget is being used for a happy hour at the venue on Thursday. They are waiving the rental fee so it's very affordable. Light appetizers and bar are available.

Johnny also has a happy hour on Thursday and if there is money left, we will provide it to this group for appetizers or first drink free.

The Board would like to recognize those who earned their AICP this year at the conference. Abbey will cross-reference those who earned their AICP with those who are registered for the conference. Morgan and Erin volunteered to write a note and coordinate to have the Board sign as congratulation to these individuals. Abbey will order ribbons for these people's name badges. Abbey and Josh will coordinate to set up some type of visual recognition at the registration table.

Kris received feedback that the model code workshop "invite only" felt exclusionary. Abbey to remove from the website and send info to those participating only.

- b. 2024 Board Election:** Abbey let the Board know an email was sent to the membership and Chapter Only Members yesterday with the link to vote for the 2024 Board Election. A reminder email will be sent at the end of August and early September, with a deadline of September 8th. Abbey will also include reminders in the weekly newsletters.
- 4. Transportation Symposium - Maureen Paz de Araujo, President:** Maureen provided background information on the Transportation Symposium. APA has been a sponsoring organization for close to 20 years. Other sponsors have rotated in and out. In the past, the organization that was the lead and handled finances was rotated. The goal is to make a profit and distribute for scholarships. However, not all organizations have contributed the same effort in volunteering. Last year, the format was restructured to no longer have a sponsoring organization, hire an event planner, and have a chair and vice chair. This didn't work very well, as no money was made and instead, money was lost.

 - a. Once we collect outstanding sponsor payments, the account will end at \$2,260. At the beginning of 2023, the account had \$9,629. The event planner did not follow up with outstanding invoices. APA Colorado handles credit card payments, bank accounts, and RegFox for registration. The original agreement was that the seven organizations will split any profits or

losses equally. Maureen thought it was sufficient to split the loss equally to get back to the amount the account started 2023 with (\$9,629). At the Transportation Symposium committee meeting, there was a conversation regarding funding the account up to \$15-20,000. Maureen opened the floor for discussion on how APA Colorado would like to proceed.

- b. Katelynn Wintz asked for clarification that the amount to start planning would be the ~\$10,000 that the account started with in 2023. Maureen said yes, that has been sufficient to start in the past, but other committee members want to have more than that available.
- c. Katelynn Wintz asked if the budget has been adjusted with time to count for inflation and an increase in costs. Maureen responded that there has not been good control on costs including AV, food and beverage, and expensive happy hours. Additionally, there have not been equal contributions with time and energy from all organizations. Most of the income to cover costs comes from vendors and sponsors, not the organizations themselves.
- d. Katelynn Wintz asked if the same individual would be responsible for planning moving forward. Maureen explained that the vice-chair would become the chair, there is a new vice-chair, and there will be a new event planner.
- e. Katelynn Wintz stated that \$10,000 seems to be adequate to at least get started planning and as revenue comes in, it can be used for additional costs. She does not believe APA Colorado should contribute more, especially with all that we contribute volunteering as an organization. Maureen agreed although some of the other organizations have no problem contributing more money. Maureen agrees this should be a rebuilding year with a \$10,000 seed to start and cutting back costs as needed to get back on track with earning an income for scholarships.
- f. Josh highlighted comments from Shaida and Alex in the chat and agrees that contributing to starting the account at \$10,000 is adequate. He also recommends APA Colorado contributes a lower dollar amount in exchange for our volunteer efforts.
 - i. "I am inclined to not agree to a higher cost unless it is needed due to overall cost increases in line with everything else we see and not just to have more fun things or buffer to not have "loss"" - Shaida
 - ii. "I'd like to see some demonstrated controls in place to feel confident moving forward. It's tough without even having a budget to find evidence of lessons learned. In the end, I trust Maureen - perhaps our most involved member - to do what's right for our org in this setting." - Alex

- g. Maureen let everyone know that she and Abbey discussed and want to handle all invoicing moving forward, which would be a large volunteer undertaking on our part, in addition to letting them use our RegFox. Abbey will be switching the savings account to a checking account to allow for easier financial management.

Josh Olhava moves to approve that APA Colorado honors our existing commitments to balance the budget as agreed upon previously. Any further adjustments or requests for further funding must be requested and approved. Katelynn Wintz seconded the motion.

Vote: unanimous all in favor.

5. MURP Scholarships - Maureen Paz de Araujo: Maureen reviewed the four applicant essays we received and the budget of \$1,500 in scholarship funds. She let the group know that we can provide the funding to one student or split it up and provide scholarships to multiple or all of the applicants.

- a. Erin Fosdick asked what we have done in the past. Maureen replied that every year has been different; some years there were multiple qualified applicants and others there was only one. Additionally, in some years the budget was supplemented to provide more funding.
- b. Erin Fosdick asked if there was an objection or criteria for the scholarship. For example, what are we looking for and rewarding: need-based, targeting a certain demographic, best essay, etc. Maureen replied that past Professional Development Officers handled this scholarship, so it wasn't clear.
- c. Alex Bergeron clarified that the budget was \$1,500 total, not each, and that splitting that up wasn't necessarily a meaningful scholarship amount. Maureen agreed and replied that in years past, that was when the budget was supplemented to make the amount meaningful.
- d. Joni Marsh contributed that going back to 2013 or 2014, pretty much every year this same conversation has occurred. As a Chapter, the point is to be leaders in planning and provide education in planning, so she is of the opinion that we should provide more money for scholarships. She recommended that we could double the budget and provide \$750 to each applicant.
- e. Josh Olhava provided feedback that the additional money typically comes from committees and area representatives who do not use their budgeted money.
- f. Susan Wood agreed with Maureen and Joni; this needs to be a meaningful amount of money. She agrees that we need to provide criteria

for the award. Although it is subjective, historically need, qualifications, and essay quality are considered. The MURP program typically makes a recommendation, as well. Maureen will contact the MURP representative for a recommendation.

- g. Erin Fosdick recommends that all applicants are qualified and without further criteria, we should divide equally with any additional money we have available.
- h. Josh Olhava, Treasurer, recommends that we double the budget and provide a scholarship of \$750 each, in addition to providing criteria next year. Erin is happy to take building criteria on as part of PDC.
- i. Shaída Libhart recommends that we have a sponsor that funds scholarships. Or we could have a fun event or raffle at the conference to raise scholarship funds.

6. Development Plan Feedback and Updates - Full Board Discussion

- a. Erin Fosdick began the discussion by recommending that the Board meets at a retreat early in the year to come up with strategies with a fresh Board. Alex Bergeron agrees it would energize a new Board to have this discussion at the beginning of the year. Maureen suggests we discuss this at the first Board meeting (January 2024).
- b. Josh Olhava recommended there is an implementation action matrix at the end of the plan that tracks progress, deadlines, and ownership. This could include the committees and area representatives and their three goals for the year. Josh also is interested in polling the membership at the conference to see what they think of the Chapter's goals and what they want from APA Colorado. Erin Fosdick recommends that we also include in a newsletter after the Conference to get opinions from members who did not attend the conference.
- c. Maureen Paz de Araujo recommends the Board start with the mission statement, then the goals, then the action items and strategies.
- d. Alex Bergeron agrees it would energize a new Board to have this discussion at the beginning of the year.

7. Area Representatives Reports

- a. **Denver Metro - Amanda Kannard:** A Planners in the Park event is planned for August 29th. Amanda is working with Ethan to involve students. She is finalizing a flyer and distributing soon.

- b. **Northwest - Nicole Galehouse:** Nicole sent out a survey to her area and received about 20 responses. There were requests to add Pitkin and Eagle counties, so it may be worth discussing the boundaries. Nicole is putting together a calendar to schedule some future events.
- c. **Western - Andrew Bowen:** Andrew has been in contact with Utah who is interested in providing a joint conference. Nicole is happy to brainstorm and discuss. Roshana asked if there was interest from New Mexico, and Andrew replied that right now it was just Utah. Joni said New Mexico used to be involved and it was called the Four Corners Conference.
- d. Maureen Paz de Araujo stated we need to check to be sure all representatives and committees have their table banners to use at events.
- e. Josh informed everyone the process for event planning is to reach out to Abbey and Treasurer with what is planned, what forecasted expenses are, what the money will be used for, and if there will be any income (for example, from ticket sales). Abbey and the Treasurer will review and follow up. After the event, provide your receipts to Abbey and the Treasurer for reimbursement.

8. Committee Updates

- a. **APAS - Ethan Greene:** Student registration will probably be close to the deadline of August 31, since new students are joining on August 21 and they want to get as many people as possible involved. Abbey said it is fine if students register after August 31st and there is no cap on student registration.
- b. **Emerging Planning Professionals - Johnny Malpica:** The committee hosted a happy hour about a month ago with about 20 attendees. They are in the process of planning their next event: Planners Hike Day on September 8th in Boulder at the Pearl Street Trail.
 - i. At the conference, they are hosting a speakeasy bar crawl and urban sketching event.
 - ii. They are also working on relaunching the mentor program! Small adjustments are being made to what was done in the. The goal is to launch this program at the conference. Johnny will work on the “get involved” form for the Chapter at large and to include the mentor/mentee ask.
- c. **FAICP Committee - Maureen Paz de Araujo:** Nominations are due at the end of August. Two individuals will be sponsored by the Chapter.
- d. **Healthy Communities Committee - Roshana Floyd:** All members are very busy but involved. Roshana and Kris Valdez are setting up a committee Facebook page to allow for dialogue and resource sharing in real time without cumbersome email chains. They may set up a lunch at

the conference. Additionally, Roshana is stepping down at the end of 2023 so they are searching for a co-chair for 2024.

- e. **Membership Committee - Susan Wood:** This committee has been stagnant and Susan is curious what the Board wants to hear from this committee. Susan stated that the earlier discussion around the development plan that will occur in January may be the best place and time to have this discussion.
- f. **Outreach & Communications Committee - Alex Bergeron:** Alex said the committee has been focused on content production, including podcasts.
- g. **Professional Development Committee - Erin Fosdick:** Erin and the committee are working on preparation for the fall 2023 AICP workshop that will likely take place in October. Additionally, they may update the practice exam questions for spring 2024. This process can be difficult since APA National does not provide questions. If anyone has thoughts to make these sessions and practice exams more valuable, please let Erin and the committee know.

9. Adjourn

Maureen Paz de Araujo moved to adjourn the meeting at 10:50 am.

Josh Olhava seconded the motion.

Vote: unanimous all in favor.

Next Meeting:

Executive Committee
Friday September 15
9:00 AM – 9:30 AM

Full Board
Friday November 17
9:00 AM – 11:00 AM

Future Agenda Items:

Action Items:

- Abbey:** to update Board Retreat minutes if any changes are sent by Board members.
- Maureen:** to put together an email template to send to Board members for social events at the conference.
- Abbey:** to send Whova instructions to registrants.
- Abbey:** cross-reference those who earned their AICP with those who are registered for the conference.
- Morgan and Erin:** to write a note and coordinate to have the Board sign as congratulation to these individuals.
- Abbey:** order ribbons for AICP winners' name badges.

- Abbey** and Josh: coordinate to set up some type of visual recognition for those who earned AICP at the conference registration table.
- Abbey**: include reminders for election in the weekly newsletters (deadline 9/8)
- Abbey**: switch the Transportation Symposium savings account to a checking account
- Maureen**: contact the MURP representative for a recommendation on scholarship applicants.
- Erin/PDC**: create criteria for the scholarship.
- Abbey**: create a poll for the membership at the conference to see what they think of the Chapter's goals and what they want from APA Colorado. Ask the Board for question ideas.
- Abbey**: include in the newsletter after the conference, too. ^
- Abbey**: poll area representatives and committee chairs to see if everyone has table banners. If not, where are they?
- Abbey**: send Johnny an email with updates on photos at the awards.
- Johnny**: "get involved" form for the Chapter at large and to include the mentor/mentee ask.
- ~~**Abbey**: remove the model code workshop from the website and send info to those participating only.~~

Chat:

Jonathan Malpica

9:07 AM

Thanks, Abbey!

Josh Olhava

9:14 AM

Thoughts of having a monitor/screen scrolling through AICP and Awards recognitions, etc. at registration?

Shaida Libhart

9:15 AM

that would add some visual interest that's relevant.

Morgan Hester

9:15 AM

I think that would be great as an option, too!

Kris Valdez

9:15 AM

I like that idea Josh!

Morgan Hester

9:15 AM

YES

Josh Olhava

9:15 AM

I can provide a computer monitor and maybe a spare computer (tent.)

Morgan Hester

9:16 AM

JOSH HAS ALL OF THE THINGS

Kris Valdez

9:16 AM

Go Josh!

Josh Olhava

9:16 AM

I wish Morgan ... haha

Zach Noyes - EPP

9:18 AM

Epic Morgan Moment

Josh Olhava

9:18 AM

You can see all of the torches used over the decades - pretty cool, plus practice your olympic skills
and medals

Josh Olhava

9:20 AM

You could mention something such as - limited capacity workshop for small/rural community reps, etc....

Morgan Hester

9:21 AM

I support removing it from the program

Shaída Libhart

9:31 AM

Was there any justification as to why the increase?

Shaída Libhart

9:33 AM

I am inclined to not agree to a higher cost unless it is needed due to overall cost increases in line with everything else we see and not just to have more fun things or buffer to not have "loss"

Alex Bergeron

9:35 AM

I'd like to see some demonstrated controls in place to feel confident moving forward. It's tough without even having a budget to find evidence of lessons learned. In the end, I trust Maureen - perhaps our most involved member - to do what's right for our org in this setting.

Katelynn Morgenstern

9:35 AM

agreed

Joni Marsh

9:44 AM

And we have put additional funds into the effort

Shaída Libhart

9:45 AM

Josh, how much is available in Legislative committee? I know we spent money, but we recouped it for the planner's day event. If there is money from Leg committee I would be open to moving money into the scholarship fund.

Josh Olhava

9:49 AM

Shaída, as part of your budget, you are close to balanced between income/expense.

Erin Fosdick

9:50 AM

Agree, Joni. I think it would be great to support more people rather than just one. I think we could contribute the PDC budget to this.

Alex Bergeron

9:51 AM

So glad to see there may be other sources of funding for this :)

Katelynn Morgenstern

9:56 AM

APA women & planning division have a dedicated scholarship committee for DEI & division scholarship. I'd be happy to assist and provide the criteria we've established

Erin Fosdick

9:57 AM

Thanks, Kate. Could you send that to me as a starting point.

Jonathan Malpica

9:57 AM

EPP hasn't used our budget. And Zach, I am not sure if you agree, but likely we will not be using it this year.

I should add, our very small budget.

Zach Noyes - EPP

9:58 AM

Agreed.

Josh Olhava

9:59 AM

Off Shaída's comment -- buy a raffle ticket for xyz (donations from sponsors or other)

Jonathan Malpica

10:00 AM

tips for scholarships!

You

10:01 AM

Love that, Johnny!

Alex Bergeron

10:01 AM

That's great - super catchy.

Shaída Libhart

10:02 AM

i failed. sorry y'all.

Kris Valdez

10:02 AM

I'm good with that plan.

Maureen Paz de Araujo

10:05 AM

Erin - Do you think we can have an PDC Meeting before the Conference? I would like to award beforehand and recognize awards at the Conference. I mentioned that in the agenda item - like we are recognizing new AICP credentials.

Joni Marsh

10:06 AM

I found the whole plan confusing when I inherited it and each time we whittle away but I honestly think it's due for a fresh start.

Since only one person is running for President (wink wink) perhaps these ideas are salient for that incoming president elect.

Josh Olhava

10:07 AM

Have an Implementation Action Matrix at the end of the plan that tracks progress, deadlines, and ownership.

Alex Bergeron

10:08 AM

I support that. A lot of this sounds great - but what do we implement...how and when.

Morgan Hester

10:09 AM

I agree with Erin

Josh Olhava

10:10 AM

I think we can poll the membership at the conference with these goals and see what they think for APA

it could add buy in to the organization and see what the members want from us

Josh Olhava

10:11 AM

And add a QR code at registration

James S

10:11 AM

I think that idea

Kris Valdez

10:11 AM

I agree!

Josh Olhava

10:12 AM

Happy to work with you on this Abbey - so we aren't adding too much more to your plate during this busy time

Morgan Hester

10:12 AM

I thought this was a huge intent of our retreat in Golden to kick things off so I am in huge support

Jonathan Malpica

10:13 AM

Sorry to hear that, Carrie!

Carrie Makarewicz

10:17 AM

Thanks Jonathan.

Alex Bergeron

10:18 AM

Is that \$5000 total per area/committee per year?

Or maybe it was \$500

Jonathan Malpica

10:19 AM

I thought, at least ours, was a mere \$200.

Josh Olhava

10:19 AM

Regional Reps have a \$300 budget for the year; Committees have \$250 (excluding legislative for planner day)

Alex Bergeron

10:19 AM

Got it, thanks.

Jonathan Malpica

10:20 AM

Thanks!

Nicole Galehouse

10:20 AM

Thanks!

It was Garfield County that was saying they felt more connected to Eagle & Pitkin.

Joni Marsh

10:21 AM

I met with Kevin with CML a couple of weeks ago and CML is going to also get a jump start on the legislative session.

Susan wood

10:22 AM

Joni, CML is having a convening on Monday. It should be interesting.

Shaída Libhart

10:25 AM

we are going to set up a meeting with Kevin sooner rather than later to help reestablish the "lines of communication" and be thoughtful about where each organization is coming from and how we can work together during the session. Joni/Susan whoever participates in CML for APA I would love to coordinate with them.

Carrie Makarewicz

10:25 AM

Johnny - be sure to send the hike details to our APAS group (Ethan and Levi), and MURPAA (Dina) and we'll promote it to students and alumni :-)

Zach Noyes - EPP

10:25 AM

You got it Carrie!

Erin Fosdick

10:30 AM

<https://docs.google.com/forms/d/15vFzInwn0YTJAZtGDBAne7aY5P6hq7q5YZsFJAsHhg8/edit>

Jonathan Malpica

10:30 AM

Thanks, Erin!

Erin Fosdick

10:30 AM

The title would likely need to be updated.

You

10:30 AM

Thanks Erin!!

You

10:37 AM

Johnny - maybe we can add the co-chair to the "get involved" form.

Jonathan Malpica

10:37 AM

I am interested in becoming more involved with the Healthy Communities Committee.

Morgan Hester

10:39 AM

I vote for Johnny to take great pics again this year!

Alex Bergeron

10:40 AM

Please send more details! This sounds interesting.

You

10:40 AM

Don't worry Morgan - he's already locked in! lol

Kris Valdez

10:40 AM

Hi Johnny...our next meeting is on August 24th at noon. Send me an email and I'll get you on the meeting invite.
kvaldez@drcog.org

Joni Marsh

10:41 AM

4 corners conference used to be a think

Jonathan Malpica

10:41 AM

Kris, I'll send you an email shortly. Thank you. :)

Kris Valdez

10:42 AM

You bet! Thank you for your interest.

Joni Marsh

10:42 AM

Good to see you all- I must get to an 11 across town. Thank!

Susan wood

10:42 AM

Johnny, I am happy to help with pics again if you would like?



APA Colorado Board Agenda Item

Board Meeting Date: 8/11/2023

Subject: Board Retreat Minutes from 6/23/2023

Board Member/Sponsor: Abbey Aguirre

Development Plan|Action Program Reference: N/A

Budget/Financial Implications: Yes No

Budget Line Item: _____

Amount Budgeted: _____

Amount Requested: _____

ACTION ITEM:

INFORMATIONAL ITEM:

Recommendation: Approve the minutes from the Board Retreat that took place on June 23, 2023.

See the minutes attached.



BOARD RETREAT MINUTES

The Eddy 8:00 am - 4:00 pm

Meeting called to order at 8:30 am by Maureen Paz de Araujo, President
Roll Call

Present: Maureen Paz de Araujo, Jodi Marsh, Julia Puester, Alex Bergeron, Josh Olhava, Lesli Ellis, Amanda Kannard, Britt Palmberg, Mark Truckey, Nicole Galehouse, James Dickhoff, Katelynn Wintz, Erin Fosdick, Shaida Libhart, James Shockey, Carrie Makarewicz, Johnny Malpica, Jennifer Woods, Renae Stavros, Kris Valdez, Morgan Hester, Zach Noyes, Jennifer Woods, Dana Hoffman, Scott Bressler

Absent: Levi Griffith, Susan Woods, Ethan Greene

1. **Opening Remarks** - Maureen Paz de Araujo, President
 - a. After welcoming the group, Maureen informed the group that the Transportation Symposium went over budget this year, and actually lost money instead of making money. A plan to improve for next year is being developed and will be shared. Maureen let the Board know APA Colorado will have to pay a portion of the money lost back into the account. The goal moving forward is to make money in order to fund scholarships.

2. **Financial Report** - Josh Olhava, Treasurer
 - a. Josh informed the Board that the financial statements have been cleaned up to reflect accurate numbers. The budget is tracking in a good position, despite higher expenses than anticipated for the Transportation Symposium. There were no questions or concerns.
Discussion: none
Joni Marsh moves to approve the financial report.
Alex Bergeron seconded the motion.
Vote: unanimous all in favor.

3. **Chapter Administrator Report** - Abbey Aguirre, Executive Director
 - a. **2023 Colorado Planning Conference Update:** Abbey reviewed the sponsorships that have been received (Reception, WiFi, and App sponsors) and let the Board know she is working on obtaining exhibitors and other sponsors. 55 registrations have been purchased so far. The hotel block is being increased for the 26th; originally only 10 rooms were reserved for the 26th and 250 for the 27th and 28th.
 - b. **DOLA Model Code Workshop at the Conference:** Erin Fosdick let the group know that DOLA will be holding another Model Code Workshop on the morning of Wednesday, September 27th, during the Colorado Planning Conference. DOLA is looking for volunteers to participate. If any

Board members are interested, it is asked that they let Abbey Aguirre know. She will compile a list and send to DOLA.

- c. **New Website Update:** Abbey let the Board know the new website is up and running and the old website has been disabled. She asked that if any issues or changes are needed, to let Abbey know. The group asked for another individual to have access as an administrator and selected Johnny Malpica.
 - d. **2022 Annual Report:** This report was published on the website, sent out via email, and sent to APA National back in April. If there are any changes that need to be made, please let Abbey know. The group discussed and agreed that instead of holding a Town Hall, there will be a Board meeting at the annual conference.
 - e. **2023 Annual Report Development:** Maureen reviewed the process of preparing and submitting an Annual Report each year. Maureen let everyone know that in the past few years most of the work fell on the President and Executive Director. For this year, a template will be implemented to facilitate participation from the Board members and Committee Chairs. Alex, the VP of Communications, likes to review articles prior to publishing. Shaida mentioned it would be beneficial to have a consistent voice from the chapter in publications like this, Planning Matters, the website, etc. Abbey will prepare a Google document template for everyone to fill out their portion of the Annual Report to assist with maintaining a consistent voice and look. The group all agreed to this plan.
4. **Collaborative Ideas:** such as Colorado Public Health/Parks & Recreation Collaborative - Erin Fosdick
- a. Erin reviewed the opportunity to leverage some partnerships with organizations and collaborate with them. Shaida asked if we see duplicate sessions at different conferences, to which the group responded that it typically is not seen. Amanda mentioned we could use these partnerships at the local level, as well.
5. **Strategic and Development Plan Review and Discussion** - Maureen Paz de Araujo
- a. Maureen introduced the current Strategic and Development Plan, in addition to the notes from last year's Board Retreat discussion around this plan.
 - b. Instead of reviewing as a group, Maureen suggested a shared Google document is sent out where everyone can look it over and provide thoughts and feedback. The group agreed this was fine. Abbey is to put together this document, send it out, and gather feedback. The feedback and plan will be discussed at the next Full Board Meeting in August.
6. **CU Denver MURP Program** - Carrie Makarewicz, Planning Faculty Representative

- a. Carrie reviewed some updates from the school including accreditation, the hope for more interactions with APA Colorado, the hope to provide more regular updates to alumni and partners. There is a new five year plan on their website. If there are ideas to cover, things that are missing, or trends to be aware of, Carrie asked Board members to contact her. Erin suggested there be a speaker or expert database that included the option to provide feedback to CU MURP. Carrie liked this and highlighted lower enrollment numbers.

7. Area Representatives Reports:

- a. Abbey and Josh reminded the Area Representatives they each have a budget of \$250 to use for their events and activities.
- b. North Central - Lesli Ellis
 - i. Lesli is hosting a Boulder Event for credit and a happy hour.
- c. Denver Metro - Amanda Kannard and Britt Palmberg
 - i. They shared they are brainstorming and planning events.
- d. Northwest - Nicole Galehouse
 - i. Nicole shared that she is new to the position and see what the members in her area are interested in. She sent a survey to gather this information.
- e. Southwest - James Dickhoff
 - i. James did not have any updates at this time.

8. Committee Updates:

- a. Awards Committee - Julia Puester
 - i. Julia reviewed the process of selecting the award winners. One change this year is that videos will only be requested for Honor Award winners, not Merit Award winners. There was discussion around how to make the awards ceremony more interactive and entertaining. Suggestions included having a walk-up song for each winner, something to encourage listening like a raffle, incorporating trivia to win drink tickets, and having a fun backdrop or photo booth to take pictures. Julia and Daniel are working to adjust the award categories to align with National.

Discussion: none

Shaida Libhart moves to approve all award winners.

Josh Olhava seconded the motion.

Vote: unanimous all in favor.

- ii. The Water Smart awards were presented.

Discussion: none

Maureen Paz de Araujo moves to approve all award winners.

Alex Bergeron seconded the motion.

Vote: unanimous all in favor.

- b. Emerging Planning Professionals Committee - Johnny Malpica and Zach Noyes

- i. Johnny stated the group is working to regrow their membership. The new co-chair, Zach Noyes, was introduced to the group. Johnny is planning a happy hour at the conference and an end-of-conference bar crawl. Shaida suggested they work together to plan a legislative tour where a topic is picked and match a legislature to meet with a planner. Josh suggested a mentorship program that was done virtually a few years ago that was successful. This could be done at the conference, as well. Johnny asked for any other ideas people think of to be sent to him.
- c. Equity, Diversity, and Inclusion Committee - Jennifer Woods
 - i. Jennifer let the group know they are working on building committee materials and networking with other groups through national. They are also interested in hosting a financial planning event with EPP.
- d. FAICP Committee - Maureen Paz de Araujo
 - i. Maureen started by saying the goal is to see more success from FAICP applicants in Colorado. There are currently 12 FAICP in the state. Only three, maybe four, people are interested each year. Shaida asked how this compares to other states and Maureen answered that Colorado is lower than other states. Shaida suggested we need to build relationships with AICP and learn what they see as making an impact or change through your work. Erin agreed and highlighted some work that was seen as transformative in Colorado (Karl made zoning happen in Pueblo County), but wasn't recognized as such at a higher level. Dana asked who was on the National Committee and Maureen answered with the names. Shaida suggested that we need to bring the storytelling aspect to the chapter and how committees and representatives tell their stories. This could be done through Planner of the Month, highlighting members in newsletters/website/Planning Matters, or including a central theme of all that the chapter does.
- e. Healthy Communities Committee - Kris Valdez
 - i. Kris is looking for creative ways to push boundaries and is working with EDI. Another focus is adding education components. The committee is meeting bi-monthly and recruiting for a co-chair in 2024 because Roshana will be leaving the committee.
- f. Legislative Committee - Scott Bressler and Shaida Libhart
 - i. Shaida and Scott began by highlighting that most of the focus this year has been on 213 and building relationships with the governor. They are also working with National to understand what did and is happening in other states. The goal is to be ahead of the legislature instead of reacting to it. APA Colorado is a member of the Colorado Housing Coalition and the committee is working with them to be sure planners aren't blamed for why things in the legislature went wrong this year.
 - ii. Shaida and Scott are looking for what information APA Colorado members find useful and helpful. The goal is to see all of the pieces

that make up the whole, including rural communities, to educate. They may have a workshop at the 2023 Colorado Planning Conference on how to form Comprehensive Plans, but also a listening session on what's useful and impactful.

- g. Membership Committee - Susan Wood
 - i. Susan was not able to make the meeting but asked Abbey and Maureen to pass on a message that she is recruiting committee members.
 - h. Outreach & Communications Committee - Alex Bergeron and Julia Puester
 - i. Alex informed the group that podcasts will be recorded at the Colorado Planning Conference. If you have topic ideas or want to participate, please let Alex know. Alex also reminded the Board that Jena Skinner is the best social media contact.
 - i. Professional Development Committee - Erin Fosdick
 - i. Erin provided an update that the committee is working on providing AICP prep and picking conference sessions. She suggested that the chapter recognize those who passed the AICP exam at the conference.
 - ii. Erin received a request from a member for a mentor program and a general effort around mentoring. The committee may work on implementing this.
 - iii. A spreadsheet of experts and speakers will be created in the shared drive that the Board will have access to, but will not be published publicly.
 - j. Sustainability Committee - Dana Hoffman
 - i. Dana is looking for a co-chair. Some shared events have been planned with APWA, in addition to other small events.
 - k. Youth in Planning Committee - Morgan Hester
 - i. Morgan is looking to partner with educators while still making sense with their curriculum. There are some citizen-type curriculums and education opportunities to be leveraged, as well. The committee wants to engage the public through neighborhood planning that can involve children. The committee wants to partner with EDI and EPP and higher education to rebuild a foundation. This will also mean stepping back from things that were used in the past but have gone stale. Ideas include working with STEM, career fairs, Smart Cities Competition, creating a "toolkit" for events, providing information in the newsletter that APA Colorado sends out, Growing Up Boulder, National Honor Society, Girl/Boy Scouts, and museums.
9. Other Business
10. Adjourn

Next Meeting:
Executive Board
Friday June 16
9:00 – 9:30 a.m.

Full Board
Friday August 11
9:00 – 11:00 a.m.

Future Agenda Items:
None

Action Items:

- Abbey:** Make a google doc template for the 2023 Annual Report.
- Abbey:** create a speaker / expert database in google spreadsheet and share with board.
- Abbey:** Once Carrie sends over intern information, send out to the Board at large.
- Abbey:** Research a backdrop/photo booth for awards ceremony.
- ~~**Abbey:** provide access to the full Board to all shared drives so they can see what other committees are doing.~~
- ~~**Abbey:** Send document out for Development Plan feedback.~~



APA Colorado Board Agenda Item

Board Meeting Date: 8/11/2023

Subject: 2023 Transportation Symposium – Financial Report/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, Provide Recommendation/Approval on Funding Position, Approve Continued Support for Financials (bank account, RegFox, PayPal, and add switching to a checking account and handling all invoicing).

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 roughly \$9,600 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, partner organizations agreed 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.

Estimated profit & loss sand final profit & loss statements for 2023 and 2022, respectively are attached. The Symposium did not make a profit this year under the new model, but that it will retain an estimated reserve of only \$2,260 for 2024. At a meeting of the sponsoring organizations last week, it was suggested that: the reserve should be increased to \$15K to \$20K each year, and that all of the organizations should commit to fund the event annually at a level of \$3K to \$5K; that the current structure (Chair/Co-Chair) be retained; that use of an event planner be would be continued. They also requested Vice Chair nominations and event planner recommendations (Liz does not want to continue) for 2024.

Colorado Transportation Symposium Profit & Loss Detail January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Interest								
Deposit	02/28/2022			Interest		TS Savings	0.01	0.01
Deposit	03/31/2022			Interest		TS Savings	0.25	0.26
Deposit	04/30/2022			Interest		TS Savings	0.58	0.84
Deposit	05/31/2022			Interest		TS Savings	0.10	0.94
Deposit	06/30/2022			Interest		TS Savings	0.12	1.06
Deposit	07/31/2022			Interest		TS Savings	1.06	2.12
Deposit	07/31/2022			Interest		TS Savings	1.06	3.18
Deposit	08/31/2022			Interest		TS Savings	0.32	3.50
Deposit	08/31/2022			Interest		TS Savings	0.32	3.82
Deposit	09/30/2022			Interest		TS Savings	0.42	4.24
Deposit	11/30/2022		Interest	Interest		TS Savings	0.40	4.64
Deposit	12/30/2022			Interest		TS Savings	0.70	5.34
Total Interest							5.34	5.34
Roll Over Funds								
Deposit	02/15/2022			Account Ope...		TS Savings	300.00	300.00
Check	02/15/2022		APA Colorado	Repay loan to...		TS Savings	-300.00	0.00
Deposit	04/09/2022		APA Colorado	PayPal Transf...		TS Savings	1,857.28	1,857.28
Check	04/09/2022		APA Colorado	PayPal Transf...		TS Savings	-1,857.28	0.00
Deposit	04/14/2022		APA Colorado	Transfer Error		TS Savings	-97.02	-97.02
Deposit	04/14/2022		APA Colorado	Transfer Error		TS Savings	97.02	0.00
Deposit	06/23/2022	8127	WTS Colorado	Deposit		TS Savings	3,968.32	3,968.32
General Journal	07/31/2022	1	WTS Colorado	Money paid fr...		Roll Over Funds	-3,250.00	718.32
General Journal	07/31/2022	1	WTS Colorado	Money not act...		Roll Over Funds	3,250.00	3,968.32
Total Roll Over Funds							3,968.32	3,968.32
Registration Income								
Private \$160								
Deposit	03/15/2022		RegFox	13		TS Savings	2,080.00	2,080.00
Deposit	03/23/2022		RegFox	48		TS Savings	7,680.00	9,760.00
Deposit	03/29/2022		RegFox	45		TS Savings	7,200.00	16,960.00
Deposit	03/29/2022		RegFox	2 Refunds		TS Savings	-320.00	16,640.00
Deposit	04/05/2022		RegFox	74		TS Savings	11,840.00	28,480.00
Deposit	04/05/2022		RegFox	Refund		TS Savings	-160.00	28,320.00
Deposit	04/11/2022		RegFox	2 Refund		TS Savings	-320.00	28,000.00
Deposit	04/14/2022	297296	RS&H, Inc.	11		TS Savings	1,760.00	29,760.00
Check	04/14/2022	1030	RS&H, Inc.	Refund: 2 Tra...		TS Savings	-320.00	29,440.00
Total Private \$160							29,440.00	29,440.00

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Private Early \$130								
Deposit	02/15/2022		RegFox	4 Early Privat...		TS Savings	520.00	520.00
Deposit	02/15/2022		RegFox	7 Early Bird Full		TS Savings	910.00	1,430.00
Deposit	02/21/2022		RegFox	16		TS Savings	2,080.00	3,510.00
Deposit	02/28/2022		RegFox	4		TS Savings	520.00	4,030.00
Deposit	03/09/2022		RegFox	52		TS Savings	6,760.00	10,790.00
Total Private Early \$130							10,790.00	10,790.00
Non Profit/Public \$105								
Deposit	02/15/2022		RegFox	1 Early Non P...		TS Savings	105.00	105.00
Deposit	02/21/2022		RegFox	1		TS Savings	105.00	210.00
Deposit	02/28/2022		RegFox	1		TS Savings	105.00	315.00
Deposit	03/09/2022		RegFox	12		TS Savings	1,260.00	1,575.00
Deposit	03/15/2022		RegFox	11		TS Savings	1,155.00	2,730.00
Deposit	03/23/2022		RegFox	10		TS Savings	1,050.00	3,780.00
Deposit	03/29/2022		RegFox	10		TS Savings	1,050.00	4,830.00
Deposit	04/05/2022		RegFox	34		TS Savings	3,570.00	8,400.00
Total Non Profit/Public \$105							8,400.00	8,400.00
Private Late \$185								
Deposit	04/05/2022		RegFox	12		TS Savings	2,220.00	2,220.00
Deposit	04/11/2022		RegFox	55		TS Savings	10,175.00	12,395.00
Deposit	04/11/2022		RegFox	2 Refund		TS Savings	-370.00	12,025.00
Deposit	04/20/2022		RegFox	Refund 1		TS Savings	-185.00	11,840.00
Deposit	04/26/2022	399342	Short Elliott Hendric...	3 SEH		TS Savings	555.00	12,395.00
Total Private Late \$185							12,395.00	12,395.00
Non Profit/Public Late \$125								
Deposit	04/11/2022		RegFox	42		TS Savings	5,250.00	5,250.00
Deposit	04/20/2022		PayPal	1 speaker ons...		TS Savings	125.00	5,375.00
Deposit	04/20/2022		RegFox	1		TS Savings	125.00	5,500.00
Total Non Profit/Public Late \$125							5,500.00	5,500.00
Private Onsite \$210								
Deposit	04/11/2022		PayPal	:Joraanstad O...		TS Savings	210.00	210.00
Deposit	04/20/2022		RegFox	2		TS Savings	420.00	630.00
Total Private Onsite \$210							630.00	630.00
Speaker								
Deposit	03/29/2022		RegFox	3		TS Savings	375.00	375.00
Deposit	04/05/2022		RegFox	15		TS Savings	1,875.00	2,250.00
Deposit	04/11/2022		RegFox	20		TS Savings	2,500.00	4,750.00
Total Speaker							4,750.00	4,750.00

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Student \$25								
Deposit	03/09/2022		RegFox	1		TS Savings	25.00	25.00
Deposit	04/05/2022		RegFox	1		TS Savings	25.00	50.00
Deposit	04/11/2022		RegFox	1		TS Savings	25.00	75.00
Total Student \$25							75.00	75.00
Total Registration Income							71,980.00	71,980.00
Sponsorship								
Partner								
Deposit	03/28/2022	138	Ironstride Solutions ...	Deposit		TS Savings	2,500.00	2,500.00
Deposit	04/14/2022		HNTB	Deposit		TS Savings	2,625.00	5,125.00
Total Partner							5,125.00	5,125.00
Platinum								
Deposit	02/15/2022		Wilson & Company	Deposit		TS Savings	1,260.00	1,260.00
Deposit	03/04/2022	36801	Muller Engineering ...	Deposit		TS Savings	1,200.00	2,460.00
Deposit	03/15/2022	297091	RS&H, Inc.	Deposit		TS Savings	1,200.00	3,660.00
Deposit	03/15/2022	25845...	Michael Baker Intern...	Deposit		TS Savings	1,200.00	4,860.00
Deposit	03/15/2022	10534	RockSol Consulting ...	Deposit		TS Savings	1,200.00	6,060.00
Deposit	03/31/2022		Parsons	Deposit		TS Savings	1,260.00	7,320.00
Total Platinum							7,320.00	7,320.00
Gold								
Deposit	02/28/2022		AECOM	Deposit		TS Savings	525.00	525.00
Deposit	03/04/2022	2832	HG Conslut Inc.	Deposit		TS Savings	500.00	1,025.00
Deposit	03/04/2022	93375	Illumination System...	Deposit		TS Savings	500.00	1,525.00
Deposit	03/06/2022	1309	ACL, Inc.	Deposit		TS Savings	500.00	2,025.00
Deposit	03/15/2022	8530	Triunity	Deposit		TS Savings	500.00	2,525.00
Deposit	03/15/2022	212148	Bohannan Huston	Deposit		TS Savings	500.00	3,025.00
Deposit	03/15/2022	88232	Felsburg Holt & Ulle...	Deposit		TS Savings	500.00	3,525.00
Deposit	03/28/2022	116464	Merrick & Company	Deposit		TS Savings	500.00	4,025.00
Deposit	03/28/2022	84993	Dibble & Associates	Deposit		TS Savings	500.00	4,525.00
Deposit	03/28/2022	247855	Stanley Consultants ...	Deposit		TS Savings	500.00	5,025.00
Deposit	03/30/2022		Utility Mapping servi...	Deposit		TS Savings	525.00	5,550.00
Deposit	03/31/2022		BCER	Deposit		TS Savings	525.00	6,075.00
Deposit	03/31/2022		David Evans and As...	Deposit		TS Savings	525.00	6,600.00
Deposit	04/05/2022	18597...	CDM Smith	Deposit		TS Savings	500.00	7,100.00
Deposit	04/05/2022	23233	PK Electrical Inc.	Deposit		TS Savings	500.00	7,600.00
Deposit	04/09/2022		CONSOR Engineers...	Deposit		TS Savings	525.00	8,125.00
Deposit	04/14/2022	265871	Huitt-Zollars	Deposit		TS Savings	500.00	8,625.00
Deposit	04/14/2022	21681...	Kimley-Horn Assoc. ...	Deposit		TS Savings	500.00	9,125.00
Deposit	04/14/2022		Nelson Nygaard	Deposit		TS Savings	525.00	9,650.00
Deposit	04/26/2022	30390	Colorado Barricade	Deposit		TS Savings	525.00	10,175.00
Total Gold							10,175.00	10,175.00

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Small Business								
Deposit	03/04/2022	3408	Basis Partners	Overpayment ...		TS Savings	500.00	500.00
Check	03/04/2022		APA Colorado	Overpayment ...		TS Savings	-250.00	250.00
Deposit	03/15/2022	31882	Chickenango Market...	Deposit		TS Savings	250.00	500.00
Deposit	03/21/2022		Peters and Yafee	Deposit		TS Savings	262.50	762.50
Deposit	04/11/2022		Y2K Engineering	Deposit		TS Savings	262.50	1,025.00
Total Small Business							1,025.00	1,025.00
Vendor								
Deposit	03/04/2022	1073	Olsson Inc.	Deposit		TS Savings	500.00	500.00
Deposit	03/04/2022	68096	Gades Sales Comp...	Deposit		TS Savings	500.00	1,000.00
Deposit	03/15/2022	12751	Utility Mapping servi...	Deposit		TS Savings	500.00	1,500.00
Deposit	03/15/2022	32283	Advanced Traffic Pr...	Deposit		TS Savings	500.00	2,000.00
Deposit	03/15/2022	10534	RockSol Consulting ...	Deposit		TS Savings	500.00	2,500.00
Deposit	03/15/2022		Summit Traffic Solut...	Deposit		TS Savings	525.00	3,025.00
Deposit	03/15/2022		All Traffic Data Servi...	Deposit		TS Savings	525.00	3,550.00
Deposit	03/21/2022		Peters and Yafee	Deposit		TS Savings	525.00	4,075.00
Deposit	03/28/2022	1031	Rick Engineering Co...	Deposit		TS Savings	500.00	4,575.00
Deposit	03/28/2022	61491...	Cyclomedia Technol...	Deposit		TS Savings	500.00	5,075.00
Deposit	03/30/2022		Axis Communications	Deposit		TS Savings	525.00	5,600.00
Deposit	04/09/2022	31175	Olson Engineering I...	Deposit		TS Savings	500.00	6,100.00
Deposit	04/14/2022	13756	Lamb-Star Engineeri...	Deposit		TS Savings	500.00	6,600.00
Deposit	04/14/2022	135596	Skyline Productions	Deposit		TS Savings	500.00	7,100.00
Deposit	04/14/2022		IDAX Data Solutions	Deposit		TS Savings	525.00	7,625.00
Deposit	04/14/2022		T2 Utility Engineers	Deposit		TS Savings	525.00	8,150.00
Deposit	04/14/2022		Stantec	Deposit		TS Savings	525.00	8,675.00
Deposit	04/26/2022	80621...	Schnabel Engineering	Deposit		TS Savings	500.00	9,175.00
Deposit	05/05/2022		TAPCO	Deposit		TS Savings	525.00	9,700.00
Total Vendor							9,700.00	9,700.00
Welcome Address								
Deposit	04/14/2022		Stantec	Deposit		TS Savings	2,100.00	2,100.00
Total Welcome Address							2,100.00	2,100.00
Morning Break								
Deposit	02/28/2022		AECOM	Deposit		TS Savings	420.00	420.00
Deposit	03/04/2022	1073	Olsson Inc.	Deposit		TS Savings	400.00	820.00
Total Morning Break							820.00	820.00
Afternoon Break								
Deposit	03/04/2022	2314	Eugene Lynne	Deposit		TS Savings	400.00	400.00
Total Afternoon Break							400.00	400.00

Colorado Transportation Symposium Profit & Loss Detail January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Happy Hour								
Deposit	03/04/2022	152057	Mead & Hunt	Deposit		TS Savings	750.00	750.00
Deposit	03/15/2022	23333...	Otak, Inc.	Deposit		TS Savings	750.00	1,500.00
Total Happy Hour							1,500.00	1,500.00
Hand Sanitizer								
Deposit	04/14/2022	40226...	WSP	Deposit		TS Savings	2,000.00	2,000.00
Total Hand Sanitizer							2,000.00	2,000.00
Lanyard								
Deposit	03/04/2022	3408	Basis Partners	Deposit		TS Savings	2,000.00	2,000.00
Total Lanyard							2,000.00	2,000.00
Total Sponsorship							42,165.00	42,165.00
Total Income							118,118.66	118,118.66
Expense								
Reconciliation Discrepancies								
General Journal	11/30/2022	2		Balance Adju...		TS Savings	1.00	1.00
Total Reconciliation Discrepancies							1.00	1.00
Scholarship Payout								
Deposit	06/21/2022		Webconnex	DEPOSIT ER...		TS Savings	-3,699.81	-3,699.81
Deposit	06/28/2022		Webconnex	DEPOSIT ER...		TS Savings	-8,798.38	-12,498.19
Check	06/30/2022		APA Colorado	APA Colorado		TS Savings	1,000.00	-11,498.19
Check	06/30/2022		WTS Colorado	WTS Colorado		TS Savings	1,000.00	-10,498.19
Check	06/30/2022		ITE CO/WY	CO/WY ITE		TS Savings	1,000.00	-9,498.19
Check	06/30/2022		COMTO Colorado	COMTO		TS Savings	1,000.00	-8,498.19
Check	06/30/2022		HOYA Foundation			TS Savings	1,000.00	-7,498.19
Deposit	07/05/2022		Webconnex	DEPOSIT ER...		TS Savings	-8,224.15	-15,722.34
Deposit	07/12/2022		Webconnex	DEPOSIT ER...		TS Savings	-24,606.40	-40,328.74
Deposit	07/19/2022		Webconnex	DEPOSIT ER...		TS Savings	-10,942.23	-51,270.97
Check	07/25/2022		Rocky Mountain ITS	Rocky Mount...		TS Savings	1,000.00	-50,270.97
Deposit	07/26/2022		Webconnex	DEPOSIT ER...		TS Savings	-9,752.01	-60,022.98
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	3,699.81	-56,323.17
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	8,798.38	-47,524.79
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	8,224.15	-39,300.64
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	24,606.40	-14,694.24
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	10,942.23	-3,752.01
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	9,752.01	6,000.00
Total Scholarship Payout							6,000.00	6,000.00

**Colorado Transportation Symposium
Profit & Loss Detail
January through December 2022**

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Event Expenses								
CC Fees Sponsor								
Deposit	02/15/2022		PayPal	Deposit		TS Savings	25.56	25.56
Deposit	02/28/2022		PayPal	Deposit		TS Savings	19.30	44.86
Deposit	03/15/2022		PayPal	Deposit		TS Savings	10.94	55.80
Deposit	03/15/2022		PayPal	Deposit		TS Savings	10.94	66.74
Check	03/21/2022		APA Colorado	CC fees not c...		TS Savings	16.16	82.90
Deposit	03/30/2022		PayPal	Deposit		TS Savings	10.94	93.84
Deposit	03/30/2022		PayPal	Deposit		TS Savings	10.94	104.78
Deposit	03/31/2022		PayPal	Deposit		TS Savings	25.56	130.34
Deposit	03/31/2022		PayPal	Deposit		TS Savings	10.94	141.28
Deposit	03/31/2022		PayPal	Deposit		TS Savings	10.94	152.22
Deposit	04/09/2022		PayPal	Deposit		TS Savings	10.94	163.16
Deposit	04/11/2022		PayPal	Deposit		TS Savings	5.71	168.87
Deposit	04/14/2022		PayPal	Deposit		TS Savings	10.94	179.81
Deposit	04/14/2022		PayPal	Deposit		TS Savings	10.94	190.75
Deposit	04/14/2022		PayPal	Deposit		TS Savings	10.94	201.69
Deposit	04/14/2022		PayPal	Deposit		TS Savings	52.73	254.42
Deposit	04/14/2022		PayPal	Deposit		TS Savings	52.73	307.15
Deposit	05/05/2022		PayPal	Deposit		TS Savings	10.94	318.09
Total CC Fees Sponsor							318.09	318.09
Event Planner								
Check	04/26/2022	1036	LV Events & PR	2nd Installment		TS Savings	3,250.00	3,250.00
Total Event Planner							3,250.00	3,250.00
Registration Fees								
Deposit	02/15/2022		RegFox	4.87 each		TS Savings	19.48	19.48
Deposit	02/15/2022		RegFox	Deposit		TS Savings	38.21	57.69
Deposit	02/21/2022		RegFox	Deposit		TS Savings	82.07	139.76
Deposit	02/28/2022		RegFox	Deposit		TS Savings	23.60	163.36
Deposit	03/09/2022		RegFox	Deposit		TS Savings	305.66	469.02
Deposit	03/15/2022		RegFox	Deposit		TS Savings	121.37	590.39
Deposit	03/23/2022		RegFox	Deposit		TS Savings	322.23	912.62
Deposit	03/29/2022		RegFox	Deposit		TS Savings	317.10	1,229.72
Deposit	04/05/2022		RegFox	Deposit		TS Savings	723.06	1,952.78
Deposit	04/11/2022		RegFox	Deposit		TS Savings	634.35	2,587.13
Deposit	04/11/2022		PayPal	Deposit		TS Savings	4.67	2,591.80
Check	04/12/2022		Webconnex	Offline App Fee		TS Savings	13.86	2,605.66
Deposit	04/20/2022		PayPal	Deposit		TS Savings	2.98	2,608.64
Deposit	04/20/2022		RegFox	Deposit		TS Savings	19.24	2,627.88
Total Registration Fees							2,627.88	2,627.88
Total Event Expenses							6,195.97	6,195.97

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Event Supplies								
Name Tags/Badges								
Check	03/29/2022		APA Colorado	Badges & Ins...		TS Savings	159.64	159.64
Total Name Tags/Badges							159.64	159.64
Badge Ribbons								
Check	03/29/2022		APA Colorado	Ribbons (Na...		TS Savings	311.12	311.12
Total Badge Ribbons							311.12	311.12
Print/Mail								
Check	04/26/2022	1036	LV Events & PR	Directional an...		TS Savings	596.17	596.17
Check	07/25/2022		LV Events & PR	Survey Gift C...		TS Savings	25.00	621.17
Total Print/Mail							621.17	621.17
Total Event Supplies							1,091.93	1,091.93
Honorariums								
Moderator Honorarium Video Rec								
Check	05/31/2022		Ean Thomas Tafoya	Ean Tafoya s...		TS Savings	300.00	300.00
Total Moderator Honorarium Video Rec							300.00	300.00
Total Honorariums							300.00	300.00
Audio Visual								
AV Equipment								
Check	04/20/2022	1035	Sheraton Denver Do...	Equipment R...		TS Savings	13,679.28	13,679.28
Check	04/20/2022	1035	Sheraton Denver Do...	HSIA Services		TS Savings	273.60	13,952.88
Check	04/20/2022	1035	Sheraton Denver Do...	Labor		TS Savings	2,997.50	16,950.38
Check	04/20/2022	1035	Sheraton Denver Do...	Setup charges		TS Savings	4,400.00	21,350.38
Check	04/20/2022	1035	Sheraton Denver Do...	Loss Damage...		TS Savings	820.60	22,170.98
Total AV Equipment							22,170.98	22,170.98
Service Charge								
Check	04/20/2022	1035	Sheraton Denver Do...	AV		TS Savings	5,128.82	5,128.82
Total Service Charge							5,128.82	5,128.82
Tax								
Check	04/20/2022	1035	Sheraton Denver Do...	AV		TS Savings	1,656.99	1,656.99
Total Tax							1,656.99	1,656.99
Total Audio Visual							28,956.79	28,956.79

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Venue								
Food & Beverage								
Morning Break								
Check	04/20/2022	1034	Sheraton Denver Do...	Breakfast Pas...		TS Savings	1,300.00	1,300.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 tea charge		TS Savings	480.00	1,780.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 decaf coff...		TS Savings	360.00	2,140.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 coffee cha...		TS Savings	2,640.00	4,780.00
Check	04/20/2022	1034	Sheraton Denver Do...	Fruit		TS Savings	1,000.00	5,780.00
Total Morning Break							5,780.00	5,780.00
Afternoon Break								
Check	04/20/2022	1034	Sheraton Denver Do...	all sodas		TS Savings	1,274.00	1,274.00
Check	04/20/2022	1034	Sheraton Denver Do...	Dip & Chips		TS Savings	6,000.00	7,274.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 tea charge		TS Savings	480.00	7,754.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 decaf coff...		TS Savings	360.00	8,114.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 coffee cha...		TS Savings	2,640.00	10,754.00
Check	04/20/2022	1034	Sheraton Denver Do...	Billing Error P...		TS Savings	-1,350.00	9,404.00
Total Afternoon Break							9,404.00	9,404.00
Lunch								
Check	04/20/2022	1034	Sheraton Denver Do...	Platted Lunch		TS Savings	28,325.00	28,325.00
Total Lunch							28,325.00	28,325.00
Happy Hour								
Check	04/20/2022	1034	Sheraton Denver Do...	Alcohol		TS Savings	1,988.00	1,988.00
Check	04/20/2022	1034	Sheraton Denver Do...	Bartender		TS Savings	300.00	2,288.00
Check	04/20/2022	1034	Sheraton Denver Do...	Appetizers		TS Savings	2,700.00	4,988.00
Total Happy Hour							4,988.00	4,988.00
Service Charge								
Check	04/20/2022	1034	Sheraton Denver Do...	Happy Hour		TS Savings	1,172.00	1,172.00
Check	04/20/2022	1034	Sheraton Denver Do...	Misc Happy H...		TS Savings	75.00	1,247.00
Check	04/20/2022	1034	Sheraton Denver Do...	Lunch		TS Savings	7,081.25	8,328.25
Check	04/20/2022	1034	Sheraton Denver Do...	AM/PM Breaks		TS Savings	4,133.50	12,461.75
Total Service Charge							12,461.75	12,461.75
Tax								
Check	04/20/2022	1034	Sheraton Denver Do...	Happy Hour		TS Savings	498.80	498.80
Check	04/20/2022	1034	Sheraton Denver Do...	Lunch		TS Savings	2,832.50	3,331.30
Check	04/20/2022	1034	Sheraton Denver Do...	AM/PM Breaks		TS Savings	1,653.40	4,984.70
Total Tax							4,984.70	4,984.70

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Food & Beverage - Other								
Check	03/31/2022		Sheraton Denver Do...	1st Deposit (p...		TS Savings	5,000.00	5,000.00
Check	04/20/2022	1034	Sheraton Denver Do...	Venue Deposit		TS Savings	-5,000.00	0.00
Total Food & Beverage - Other							0.00	0.00
Total Food & Beverage							65,943.45	65,943.45
Total Venue							65,943.45	65,943.45
Total Expense							108,489.14	108,489.14
Net Income							9,629.52	9,629.52

Colorado Transportation Symposium Profit & Loss Detail January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Interest								
Deposit	02/28/2022			Interest		TS Savings	0.01	0.01
Deposit	03/31/2022			Interest		TS Savings	0.25	0.26
Deposit	04/30/2022			Interest		TS Savings	0.58	0.84
Deposit	05/31/2022			Interest		TS Savings	0.10	0.94
Deposit	06/30/2022			Interest		TS Savings	0.12	1.06
Deposit	07/31/2022			Interest		TS Savings	1.06	2.12
Deposit	07/31/2022			Interest		TS Savings	1.06	3.18
Deposit	08/31/2022			Interest		TS Savings	0.32	3.50
Deposit	08/31/2022			Interest		TS Savings	0.32	3.82
Deposit	09/30/2022			Interest		TS Savings	0.42	4.24
Deposit	11/30/2022		Interest	Interest		TS Savings	0.40	4.64
Deposit	12/30/2022			Interest		TS Savings	0.70	5.34
Total Interest							5.34	5.34
Roll Over Funds								
Deposit	02/15/2022			Account Ope...		TS Savings	300.00	300.00
Check	02/15/2022		APA Colorado	Repay loan to...		TS Savings	-300.00	0.00
Deposit	04/09/2022		APA Colorado	PayPal Transf...		TS Savings	1,857.28	1,857.28
Check	04/09/2022		APA Colorado	PayPal Transf...		TS Savings	-1,857.28	0.00
Deposit	04/14/2022		APA Colorado	Transfer Error		TS Savings	-97.02	-97.02
Deposit	04/14/2022		APA Colorado	Transfer Error		TS Savings	97.02	0.00
Deposit	06/23/2022	8127	WTS Colorado	Deposit		TS Savings	3,968.32	3,968.32
General Journal	07/31/2022	1	WTS Colorado	Money paid fr...		Roll Over Funds	-3,250.00	718.32
General Journal	07/31/2022	1	WTS Colorado	Money not act...		Roll Over Funds	3,250.00	3,968.32
Total Roll Over Funds							3,968.32	3,968.32
Registration Income								
Private \$160								
Deposit	03/15/2022		RegFox	13		TS Savings	2,080.00	2,080.00
Deposit	03/23/2022		RegFox	48		TS Savings	7,680.00	9,760.00
Deposit	03/29/2022		RegFox	45		TS Savings	7,200.00	16,960.00
Deposit	03/29/2022		RegFox	2 Refunds		TS Savings	-320.00	16,640.00
Deposit	04/05/2022		RegFox	74		TS Savings	11,840.00	28,480.00
Deposit	04/05/2022		RegFox	Refund		TS Savings	-160.00	28,320.00
Deposit	04/11/2022		RegFox	2 Refund		TS Savings	-320.00	28,000.00
Deposit	04/14/2022	297296	RS&H, Inc.	11		TS Savings	1,760.00	29,760.00
Check	04/14/2022	1030	RS&H, Inc.	Refund: 2 Tra...		TS Savings	-320.00	29,440.00
Total Private \$160							29,440.00	29,440.00

Colorado Transportation Symposium Profit & Loss Detail January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Private Early \$130								
Deposit	02/15/2022		RegFox	4 Early Privat...		TS Savings	520.00	520.00
Deposit	02/15/2022		RegFox	7 Early Bird Full		TS Savings	910.00	1,430.00
Deposit	02/21/2022		RegFox	16		TS Savings	2,080.00	3,510.00
Deposit	02/28/2022		RegFox	4		TS Savings	520.00	4,030.00
Deposit	03/09/2022		RegFox	52		TS Savings	6,760.00	10,790.00
Total Private Early \$130							10,790.00	10,790.00
Non Profit/Public \$105								
Deposit	02/15/2022		RegFox	1 Early Non P...		TS Savings	105.00	105.00
Deposit	02/21/2022		RegFox	1		TS Savings	105.00	210.00
Deposit	02/28/2022		RegFox	1		TS Savings	105.00	315.00
Deposit	03/09/2022		RegFox	12		TS Savings	1,260.00	1,575.00
Deposit	03/15/2022		RegFox	11		TS Savings	1,155.00	2,730.00
Deposit	03/23/2022		RegFox	10		TS Savings	1,050.00	3,780.00
Deposit	03/29/2022		RegFox	10		TS Savings	1,050.00	4,830.00
Deposit	04/05/2022		RegFox	34		TS Savings	3,570.00	8,400.00
Total Non Profit/Public \$105							8,400.00	8,400.00
Private Late \$185								
Deposit	04/05/2022		RegFox	12		TS Savings	2,220.00	2,220.00
Deposit	04/11/2022		RegFox	55		TS Savings	10,175.00	12,395.00
Deposit	04/11/2022		RegFox	2 Refund		TS Savings	-370.00	12,025.00
Deposit	04/20/2022		RegFox	Refund 1		TS Savings	-185.00	11,840.00
Deposit	04/26/2022	399342	Short Elliott Hendric...	3 SEH		TS Savings	555.00	12,395.00
Total Private Late \$185							12,395.00	12,395.00
Non Profit/Public Late \$125								
Deposit	04/11/2022		RegFox	42		TS Savings	5,250.00	5,250.00
Deposit	04/20/2022		PayPal	1 speaker ons...		TS Savings	125.00	5,375.00
Deposit	04/20/2022		RegFox	1		TS Savings	125.00	5,500.00
Total Non Profit/Public Late \$125							5,500.00	5,500.00
Private Onsite \$210								
Deposit	04/11/2022		PayPal	:Joraanstad O...		TS Savings	210.00	210.00
Deposit	04/20/2022		RegFox	2		TS Savings	420.00	630.00
Total Private Onsite \$210							630.00	630.00
Speaker								
Deposit	03/29/2022		RegFox	3		TS Savings	375.00	375.00
Deposit	04/05/2022		RegFox	15		TS Savings	1,875.00	2,250.00
Deposit	04/11/2022		RegFox	20		TS Savings	2,500.00	4,750.00
Total Speaker							4,750.00	4,750.00

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Student \$25								
Deposit	03/09/2022		RegFox	1		TS Savings	25.00	25.00
Deposit	04/05/2022		RegFox	1		TS Savings	25.00	50.00
Deposit	04/11/2022		RegFox	1		TS Savings	25.00	75.00
Total Student \$25							75.00	75.00
Total Registration Income							71,980.00	71,980.00
Sponsorship								
Partner								
Deposit	03/28/2022	138	Ironstride Solutions ...	Deposit		TS Savings	2,500.00	2,500.00
Deposit	04/14/2022		HNTB	Deposit		TS Savings	2,625.00	5,125.00
Total Partner							5,125.00	5,125.00
Platinum								
Deposit	02/15/2022		Wilson & Company	Deposit		TS Savings	1,260.00	1,260.00
Deposit	03/04/2022	36801	Muller Engineering ...	Deposit		TS Savings	1,200.00	2,460.00
Deposit	03/15/2022	297091	RS&H, Inc.	Deposit		TS Savings	1,200.00	3,660.00
Deposit	03/15/2022	25845...	Michael Baker Intern...	Deposit		TS Savings	1,200.00	4,860.00
Deposit	03/15/2022	10534	RockSol Consulting ...	Deposit		TS Savings	1,200.00	6,060.00
Deposit	03/31/2022		Parsons	Deposit		TS Savings	1,260.00	7,320.00
Total Platinum							7,320.00	7,320.00
Gold								
Deposit	02/28/2022		AECOM	Deposit		TS Savings	525.00	525.00
Deposit	03/04/2022	2832	HG Conslut Inc.	Deposit		TS Savings	500.00	1,025.00
Deposit	03/04/2022	93375	Illumination System...	Deposit		TS Savings	500.00	1,525.00
Deposit	03/06/2022	1309	ACL, Inc.	Deposit		TS Savings	500.00	2,025.00
Deposit	03/15/2022	8530	Triunity	Deposit		TS Savings	500.00	2,525.00
Deposit	03/15/2022	212148	Bohannan Huston	Deposit		TS Savings	500.00	3,025.00
Deposit	03/15/2022	88232	Felsburg Holt & Ulle...	Deposit		TS Savings	500.00	3,525.00
Deposit	03/28/2022	116464	Merrick & Company	Deposit		TS Savings	500.00	4,025.00
Deposit	03/28/2022	84993	Dibble & Associates	Deposit		TS Savings	500.00	4,525.00
Deposit	03/28/2022	247855	Stanley Consultants ...	Deposit		TS Savings	500.00	5,025.00
Deposit	03/30/2022		Utility Mapping servi...	Deposit		TS Savings	525.00	5,550.00
Deposit	03/31/2022		BCER	Deposit		TS Savings	525.00	6,075.00
Deposit	03/31/2022		David Evans and As...	Deposit		TS Savings	525.00	6,600.00
Deposit	04/05/2022	18597...	CDM Smith	Deposit		TS Savings	500.00	7,100.00
Deposit	04/05/2022	23233	PK Electrical Inc.	Deposit		TS Savings	500.00	7,600.00
Deposit	04/09/2022		CONSOR Engineers...	Deposit		TS Savings	525.00	8,125.00
Deposit	04/14/2022	265871	Huitt-Zollars	Deposit		TS Savings	500.00	8,625.00
Deposit	04/14/2022	21681...	Kimley-Horn Assoc. ...	Deposit		TS Savings	500.00	9,125.00
Deposit	04/14/2022		Nelson Nygaard	Deposit		TS Savings	525.00	9,650.00
Deposit	04/26/2022	30390	Colorado Barricade	Deposit		TS Savings	525.00	10,175.00
Total Gold							10,175.00	10,175.00

Colorado Transportation Symposium
Profit & Loss Detail
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Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Small Business								
Deposit	03/04/2022	3408	Basis Partners	Overpayment ...		TS Savings	500.00	500.00
Check	03/04/2022		APA Colorado	Overpayment ...		TS Savings	-250.00	250.00
Deposit	03/15/2022	31882	Chickenango Market...	Deposit		TS Savings	250.00	500.00
Deposit	03/21/2022		Peters and Yafee	Deposit		TS Savings	262.50	762.50
Deposit	04/11/2022		Y2K Engineering	Deposit		TS Savings	262.50	1,025.00
Total Small Business							1,025.00	1,025.00
Vendor								
Deposit	03/04/2022	1073	Olsson Inc.	Deposit		TS Savings	500.00	500.00
Deposit	03/04/2022	68096	Gades Sales Comp...	Deposit		TS Savings	500.00	1,000.00
Deposit	03/15/2022	12751	Utility Mapping servi...	Deposit		TS Savings	500.00	1,500.00
Deposit	03/15/2022	32283	Advanced Traffic Pr...	Deposit		TS Savings	500.00	2,000.00
Deposit	03/15/2022	10534	RockSol Consulting ...	Deposit		TS Savings	500.00	2,500.00
Deposit	03/15/2022		Summit Traffic Solut...	Deposit		TS Savings	525.00	3,025.00
Deposit	03/15/2022		All Traffic Data Servi...	Deposit		TS Savings	525.00	3,550.00
Deposit	03/21/2022		Peters and Yafee	Deposit		TS Savings	525.00	4,075.00
Deposit	03/28/2022	1031	Rick Engineering Co...	Deposit		TS Savings	500.00	4,575.00
Deposit	03/28/2022	61491...	Cyclomedia Technol...	Deposit		TS Savings	500.00	5,075.00
Deposit	03/30/2022		Axis Communications	Deposit		TS Savings	525.00	5,600.00
Deposit	04/09/2022	31175	Olson Engineering I...	Deposit		TS Savings	500.00	6,100.00
Deposit	04/14/2022	13756	Lamb-Star Engineeri...	Deposit		TS Savings	500.00	6,600.00
Deposit	04/14/2022	135596	Skyline Productions	Deposit		TS Savings	500.00	7,100.00
Deposit	04/14/2022		IDAX Data Solutions	Deposit		TS Savings	525.00	7,625.00
Deposit	04/14/2022		T2 Utility Engineers	Deposit		TS Savings	525.00	8,150.00
Deposit	04/14/2022		Stantec	Deposit		TS Savings	525.00	8,675.00
Deposit	04/26/2022	80621...	Schnabel Engineering	Deposit		TS Savings	500.00	9,175.00
Deposit	05/05/2022		TAPCO	Deposit		TS Savings	525.00	9,700.00
Total Vendor							9,700.00	9,700.00
Welcome Address								
Deposit	04/14/2022		Stantec	Deposit		TS Savings	2,100.00	2,100.00
Total Welcome Address							2,100.00	2,100.00
Morning Break								
Deposit	02/28/2022		AECOM	Deposit		TS Savings	420.00	420.00
Deposit	03/04/2022	1073	Olsson Inc.	Deposit		TS Savings	400.00	820.00
Total Morning Break							820.00	820.00
Afternoon Break								
Deposit	03/04/2022	2314	Eugene Lynne	Deposit		TS Savings	400.00	400.00
Total Afternoon Break							400.00	400.00

Colorado Transportation Symposium Profit & Loss Detail January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Happy Hour								
Deposit	03/04/2022	152057	Mead & Hunt	Deposit		TS Savings	750.00	750.00
Deposit	03/15/2022	23333...	Otak, Inc.	Deposit		TS Savings	750.00	1,500.00
Total Happy Hour							1,500.00	1,500.00
Hand Sanitizer								
Deposit	04/14/2022	40226...	WSP	Deposit		TS Savings	2,000.00	2,000.00
Total Hand Sanitizer							2,000.00	2,000.00
Lanyard								
Deposit	03/04/2022	3408	Basis Partners	Deposit		TS Savings	2,000.00	2,000.00
Total Lanyard							2,000.00	2,000.00
Total Sponsorship							42,165.00	42,165.00
Total Income							118,118.66	118,118.66
Expense								
Reconciliation Discrepancies								
General Journal	11/30/2022	2		Balance Adju...		TS Savings	1.00	1.00
Total Reconciliation Discrepancies							1.00	1.00
Scholarship Payout								
Deposit	06/21/2022		Webconnex	DEPOSIT ER...		TS Savings	-3,699.81	-3,699.81
Deposit	06/28/2022		Webconnex	DEPOSIT ER...		TS Savings	-8,798.38	-12,498.19
Check	06/30/2022		APA Colorado	APA Colorado		TS Savings	1,000.00	-11,498.19
Check	06/30/2022		WTS Colorado	WTS Colorado		TS Savings	1,000.00	-10,498.19
Check	06/30/2022		ITE CO/WY	CO/WY ITE		TS Savings	1,000.00	-9,498.19
Check	06/30/2022		COMTO Colorado	COMTO		TS Savings	1,000.00	-8,498.19
Check	06/30/2022		HOYA Foundation			TS Savings	1,000.00	-7,498.19
Deposit	07/05/2022		Webconnex	DEPOSIT ER...		TS Savings	-8,224.15	-15,722.34
Deposit	07/12/2022		Webconnex	DEPOSIT ER...		TS Savings	-24,606.40	-40,328.74
Deposit	07/19/2022		Webconnex	DEPOSIT ER...		TS Savings	-10,942.23	-51,270.97
Check	07/25/2022		Rocky Mountain ITS	Rocky Mount...		TS Savings	1,000.00	-50,270.97
Deposit	07/26/2022		Webconnex	DEPOSIT ER...		TS Savings	-9,752.01	-60,022.98
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	3,699.81	-56,323.17
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	8,798.38	-47,524.79
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	8,224.15	-39,300.64
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	24,606.40	-14,694.24
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	10,942.23	-3,752.01
Check	07/27/2022		APA Colorado	DEPOSIT ER...		TS Savings	9,752.01	6,000.00
Total Scholarship Payout							6,000.00	6,000.00

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Event Expenses								
CC Fees Sponsor								
Deposit	02/15/2022		PayPal	Deposit		TS Savings	25.56	25.56
Deposit	02/28/2022		PayPal	Deposit		TS Savings	19.30	44.86
Deposit	03/15/2022		PayPal	Deposit		TS Savings	10.94	55.80
Deposit	03/15/2022		PayPal	Deposit		TS Savings	10.94	66.74
Check	03/21/2022		APA Colorado	CC fees not c...		TS Savings	16.16	82.90
Deposit	03/30/2022		PayPal	Deposit		TS Savings	10.94	93.84
Deposit	03/30/2022		PayPal	Deposit		TS Savings	10.94	104.78
Deposit	03/31/2022		PayPal	Deposit		TS Savings	25.56	130.34
Deposit	03/31/2022		PayPal	Deposit		TS Savings	10.94	141.28
Deposit	03/31/2022		PayPal	Deposit		TS Savings	10.94	152.22
Deposit	04/09/2022		PayPal	Deposit		TS Savings	10.94	163.16
Deposit	04/11/2022		PayPal	Deposit		TS Savings	5.71	168.87
Deposit	04/14/2022		PayPal	Deposit		TS Savings	10.94	179.81
Deposit	04/14/2022		PayPal	Deposit		TS Savings	10.94	190.75
Deposit	04/14/2022		PayPal	Deposit		TS Savings	10.94	201.69
Deposit	04/14/2022		PayPal	Deposit		TS Savings	52.73	254.42
Deposit	04/14/2022		PayPal	Deposit		TS Savings	52.73	307.15
Deposit	05/05/2022		PayPal	Deposit		TS Savings	10.94	318.09
Total CC Fees Sponsor							318.09	318.09
Event Planner								
Check	04/26/2022	1036	LV Events & PR	2nd Installment		TS Savings	3,250.00	3,250.00
Total Event Planner							3,250.00	3,250.00
Registration Fees								
Deposit	02/15/2022		RegFox	4.87 each		TS Savings	19.48	19.48
Deposit	02/15/2022		RegFox	Deposit		TS Savings	38.21	57.69
Deposit	02/21/2022		RegFox	Deposit		TS Savings	82.07	139.76
Deposit	02/28/2022		RegFox	Deposit		TS Savings	23.60	163.36
Deposit	03/09/2022		RegFox	Deposit		TS Savings	305.66	469.02
Deposit	03/15/2022		RegFox	Deposit		TS Savings	121.37	590.39
Deposit	03/23/2022		RegFox	Deposit		TS Savings	322.23	912.62
Deposit	03/29/2022		RegFox	Deposit		TS Savings	317.10	1,229.72
Deposit	04/05/2022		RegFox	Deposit		TS Savings	723.06	1,952.78
Deposit	04/11/2022		RegFox	Deposit		TS Savings	634.35	2,587.13
Deposit	04/11/2022		PayPal	Deposit		TS Savings	4.67	2,591.80
Check	04/12/2022		Webconnex	Offline App Fee		TS Savings	13.86	2,605.66
Deposit	04/20/2022		PayPal	Deposit		TS Savings	2.98	2,608.64
Deposit	04/20/2022		RegFox	Deposit		TS Savings	19.24	2,627.88
Total Registration Fees							2,627.88	2,627.88
Total Event Expenses							6,195.97	6,195.97

Colorado Transportation Symposium
Profit & Loss Detail
 January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Event Supplies								
Name Tags/Badges								
Check	03/29/2022		APA Colorado	Badges & Ins...		TS Savings	159.64	159.64
Total Name Tags/Badges							159.64	159.64
Badge Ribbons								
Check	03/29/2022		APA Colorado	Ribbons (Na...		TS Savings	311.12	311.12
Total Badge Ribbons							311.12	311.12
Print/Mail								
Check	04/26/2022	1036	LV Events & PR	Directional an...		TS Savings	596.17	596.17
Check	07/25/2022		LV Events & PR	Survey Gift C...		TS Savings	25.00	621.17
Total Print/Mail							621.17	621.17
Total Event Supplies							1,091.93	1,091.93
Honorariums								
Moderator Honorarium Video Rec								
Check	05/31/2022		Ean Thomas Tafoya	Ean Tafoya s...		TS Savings	300.00	300.00
Total Moderator Honorarium Video Rec							300.00	300.00
Total Honorariums							300.00	300.00
Audio Visual								
AV Equipment								
Check	04/20/2022	1035	Sheraton Denver Do...	Equipment R...		TS Savings	13,679.28	13,679.28
Check	04/20/2022	1035	Sheraton Denver Do...	HSIA Services		TS Savings	273.60	13,952.88
Check	04/20/2022	1035	Sheraton Denver Do...	Labor		TS Savings	2,997.50	16,950.38
Check	04/20/2022	1035	Sheraton Denver Do...	Setup charges		TS Savings	4,400.00	21,350.38
Check	04/20/2022	1035	Sheraton Denver Do...	Loss Damage...		TS Savings	820.60	22,170.98
Total AV Equipment							22,170.98	22,170.98
Service Charge								
Check	04/20/2022	1035	Sheraton Denver Do...	AV		TS Savings	5,128.82	5,128.82
Total Service Charge							5,128.82	5,128.82
Tax								
Check	04/20/2022	1035	Sheraton Denver Do...	AV		TS Savings	1,656.99	1,656.99
Total Tax							1,656.99	1,656.99
Total Audio Visual							28,956.79	28,956.79

Colorado Transportation Symposium Profit & Loss Detail January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Venue								
Food & Beverage								
Morning Break								
Check	04/20/2022	1034	Sheraton Denver Do...	Breakfast Pas...		TS Savings	1,300.00	1,300.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 tea charge		TS Savings	480.00	1,780.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 decaf coff...		TS Savings	360.00	2,140.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 coffee cha...		TS Savings	2,640.00	4,780.00
Check	04/20/2022	1034	Sheraton Denver Do...	Fruit		TS Savings	1,000.00	5,780.00
Total Morning Break							5,780.00	5,780.00
Afternoon Break								
Check	04/20/2022	1034	Sheraton Denver Do...	all sodas		TS Savings	1,274.00	1,274.00
Check	04/20/2022	1034	Sheraton Denver Do...	Dip & Chips		TS Savings	6,000.00	7,274.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 tea charge		TS Savings	480.00	7,754.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 decaf coff...		TS Savings	360.00	8,114.00
Check	04/20/2022	1034	Sheraton Denver Do...	1/2 coffee cha...		TS Savings	2,640.00	10,754.00
Check	04/20/2022	1034	Sheraton Denver Do...	Billing Error P...		TS Savings	-1,350.00	9,404.00
Total Afternoon Break							9,404.00	9,404.00
Lunch								
Check	04/20/2022	1034	Sheraton Denver Do...	Platted Lunch		TS Savings	28,325.00	28,325.00
Total Lunch							28,325.00	28,325.00
Happy Hour								
Check	04/20/2022	1034	Sheraton Denver Do...	Alcohol		TS Savings	1,988.00	1,988.00
Check	04/20/2022	1034	Sheraton Denver Do...	Bartender		TS Savings	300.00	2,288.00
Check	04/20/2022	1034	Sheraton Denver Do...	Appetizers		TS Savings	2,700.00	4,988.00
Total Happy Hour							4,988.00	4,988.00
Service Charge								
Check	04/20/2022	1034	Sheraton Denver Do...	Happy Hour		TS Savings	1,172.00	1,172.00
Check	04/20/2022	1034	Sheraton Denver Do...	Misc Happy H...		TS Savings	75.00	1,247.00
Check	04/20/2022	1034	Sheraton Denver Do...	Lunch		TS Savings	7,081.25	8,328.25
Check	04/20/2022	1034	Sheraton Denver Do...	AM/PM Breaks		TS Savings	4,133.50	12,461.75
Total Service Charge							12,461.75	12,461.75
Tax								
Check	04/20/2022	1034	Sheraton Denver Do...	Happy Hour		TS Savings	498.80	498.80
Check	04/20/2022	1034	Sheraton Denver Do...	Lunch		TS Savings	2,832.50	3,331.30
Check	04/20/2022	1034	Sheraton Denver Do...	AM/PM Breaks		TS Savings	1,653.40	4,984.70
Total Tax							4,984.70	4,984.70

3:43 PM

08/09/23

Accrual Basis

Colorado Transportation Symposium
Profit & Loss Detail
January through December 2022

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Food & Beverage - Other								
Check	03/31/2022		Sheraton Denver Do...	1st Deposit (p...		TS Savings	5,000.00	5,000.00
Check	04/20/2022	1034	Sheraton Denver Do...	Venue Deposit		TS Savings	-5,000.00	0.00
Total Food & Beverage - Other							0.00	0.00
Total Food & Beverage							65,943.45	65,943.45
Total Venue							65,943.45	65,943.45
Total Expense							108,489.14	108,489.14
Net Income							9,629.52	9,629.52



APA Colorado Board Agenda Item

Board Meeting Date: 8/9/2023

Subject: 2023 MURP Scholarship Applications

Board Member/Sponsor: Maureen Paz de Araujo, FAICP CTP CEP, President

Development Plan | Action Program Reference: (P-3, E-4)

Budget/Financial Implications: Yes No

Budget Line Item:

Amount Budgeted: \$ **Amount:** \$

ACTION ITEM:

INFORMATIONAL ITEM:

Recommendation: Discuss and approve award recommendation(s). Direct Abbey to notify the MURP scholarship coordination. We can recognize the award recipients at the Conference.as an idea to promote the scholarships and honor the recipients.

The Chapter received four applications for scholarships (attached). There is a budget line item for the scholarships, and we received a small distribution from the 2022 Transportation Symposium that we typically direct to these scholarships.

2023 APA Colorado Essay

Question

Reported Answer

Essay: 500 words maximum. Suggested points to include are: ● What motivates you to study and work in the field of planning? ● How have you been involved in APA/APA Colorado? ○ What have you accomplished? ○ How have you benefited? ● What field of planning do you hope or plan to do once you have earned your degree? ○ Do you have any related work experience? ○ Do you hold any related degrees? ● What perspective(s) do you bring from your life and experiences that inform your understanding of and/or contributions to the planning field?

Robin Adams

To the APA Colorado Scholarship Selection Committee,

I am writing to apply for the APA Colorado Scholarship as a current Master of Urban and Regional Planning (MURP) student with passions for climate change mitigation and affordable housing. My career path will create futures for communities that are sustainable, just, and resilient.

Looking back, the planning field has been my calling before I realized it existed. My undergraduate studies in Cognitive Science developed my understanding of how humans interact with their environment with an intersectional approach. Spending over a year traveling abroad sparked my interest in sustainable development in the face of climate change and globalization. And my professional experiences implementing energy conservation and workforce housing programs in rural Montana tied it all together and launched my way to MURP.

I spent a year in public service as the AmeriCorps Sustainability Coordinator for a small mountain town after returning home from traveling abroad. My path in planning began with my experiences consolidating projects into an energy performance contract, starting a rain barrel water collection program, and securing multiple grants for solar energy. It was invigorating to be a part of the Community Development Department of the City of Red Lodge for this volunteer role, and I enjoyed collaborating with a range of groups to combat climate change at the local level.

After my service term, I transitioned to the Red Lodge Area Community Foundation, a local nonprofit with diverse community-building programs. As Workforce Housing Manager, I connected first-time homebuyers with financing opportunities, managed a home building pilot program with statewide partners, and advocated for local policy changes to increase workforce housing supply. Working directly with low-income clients with unmet housing needs shifted my perspective to view housing as a basic human right.

I want to help communities adapt to change, become more equitable and just, and grow sustainably with affordable housing as the foundation for a healthy community.

One semester of the MURP program has been enough to affirm that I am in the right place to advance along this path. As an active member of the APA Colorado Student Organization, I have participated in multiple meetings, networking events, and conferences that student board members have organized. In particular, going to the 2022 Colorado Planning Conference in Vail with the help of APAS strongly impacted my professional development. Through a connection I made with a planner at that conference, I secured a series of interviews and eventual selection for a summer internship with a planning and design engineering consulting firm in Denver.

I intend to run for an APAS board position next fall. Getting more involved with APA will give me opportunities to shape the leadership and development of communities in Colorado, benefitting my own career in addition to improving the strength of APA. I look forward to progressing in this field to better address climate change, equity, and housing issues in Colorado.

Thank you for your consideration,
Robin Adams

Mason Aeschbacher

I was introduced to the idea of planning as a career path during my senior capstone in Community & Environmental Sociology at the University of Wisconsin – Madison. Leading into my senior year, I became very interested in how people interact with their natural and built environments, as well as with each other, and how cities can be a model for a sustainable lifestyle. I paired this with my passion for housing, which I gained a deep appreciation for after working at a home repair non-profit in Central Appalachia for four summers during college. As a dual-degree student in Urban & Regional Planning and Urban Design, I see how I can turn these passions into a career that can make people's lives better.

My experience with APA Colorado throughout the past year and a half that I have been in school has been immensely useful. I was first exposed to APA during my first year at CU Denver in September 2021 when I attended the APA Colorado conference. At the conference, I was able to dive in and learn a lot about planning efforts across the state, most of which I did not know anything about previously. The APA student chapter, APAS, also provided great learning opportunities, such as a guided tour of the Building Denver exhibit at History Colorado where I was immersed in the history of the city's built environment from the 19-century to the present.

After attending, and learning so much from, APAS events, I decided to join the board as the secretary for the 2022-2023 school year. In this position, my primary task is to build agendas and take notes at our board meetings, but I also enjoy spending time meeting other current and prospective students in CU Denver's MURP program and leading events. Some of the events that I have led include a guided tour of the proposed 5280 Trail with a planner who is working on the project at Downtown Denver Partnership, as well as a winter break book club in combination with the student chapter of WTS to engage students between semesters. I also assisted with coordinating logistics on lodging, transportation, food, and volunteering at the 2022 APA Colorado Conference and setting up other collaborative events between APA Colorado and APAS.

As I enter my third year at CU Denver, I am grateful for all of the learning experiences that I have received so far, from the classroom to APA events to internships. I love learning about and working towards improving the quality of life in the communities that I get to serve as a planner and designer. I eagerly look forward to applying my knowledge and skills in my final year of graduate school and in my career.

Sabrina Gonzales

APA Colorado Scholarship

Sabrina Gonzales

I am interested in a career in planning because I would like to use my knowledge to provide and create better services for communities. By enhancing communities through planning, I will be able to fabricate more equitable spaces that will improve the quality of life for many people. Their quality of life will be improved through many aspects including health, socioeconomics, and livability. My first introduction to planning was when I received my minor in Urban and Regional planning at Virginia Commonwealth University in Richmond, Virginia. What interested me the most was learning how cities and places could influence people. In Richmond, there is a historical neighborhood called Jackson Ward. It was an African American community that had been displaced due to gentrification in the area. While attending the University of Colorado I

also learned about the displacement of the Auraria neighborhood in order to build the Auraria campus. After learning about the displacement of these neighborhoods, I came to a different understanding of the effects good and bad planning can have on communities. In my career I hope to influence positive planning and always keep communities in mind. Once I have earned my degree I hope to work for the government within a City or County entity working with GIS mapping technology, redevelopment plans, re zoning, etc. I am also interested in working for a private consulting company to have the experience of working on different plans in different areas. I have been involved with APA Colorado by being a registered member and keeping up with emails and LinkedIn posts. I attended the APA Conference in Fall 2022 hosted in Vail,

Colorado. At the conference I was able to listen and meet many planners who shared their focus and inspiration in the planning community. I was fortunate to lead a mobile tour in Vail focusing on one of the towns redevelopment plans. It was interesting to see how the town of Vail was prioritizing pedestrian safety and bus transit to improve mobility in the mountain/ski town. This was an exemplary plan that educated me on the importance of community outreach and focusing on community needs.

APA Jeralyn Wilks

I can easily find the phrase that has defined both my academic and professional careers for as long as I've been planning my future: making a difference. I chose my college major because of my years in debate during high school, hoping that I could start solving the world's issues immediately. I was honored to receive multiple opportunities to work with communities experiencing disenfranchisement quickly in my undergraduate studies, such as a service-learning course where students volunteered as court monitors for those residing in assisted living in Travis county. As I embraced each opportunity and continued my studies I found one of the most common barriers regardless of circumstance was access to affordable and adequate housing. In fact, I let the interest in this recurring issue become a passion somewhat quickly, and in less than a month my undergraduate thesis was focused on the destruction of American communities caused by the deliberate choice to underserve the populations struggling the most to secure housing.

Beyond the history of the housing crisis in the U.S., immediately after receiving my bachelor's I accepted a position with a non-profit called Caritas of Austin that provides services to the community members to help eliminate and prevent homelessness. I have been fortunate to work with an organization that is attempting to innovate the way that homelessness and access to affordable housing is approached in Central Texas by deciding to build an affordable housing complex themselves. It's been inspiring to see an organization take what may be seen by some as a big risk. It's also been incredibly informative to see how a major part of creating more affordable housing is by changing the narrative around affordable housing.

I've been diving deeper and deeper into this field over the last three years and I am incredibly excited to be applying for opportunities to continue my education and study urban planning in depth. After obtaining my master's degree, I will be working to not only change the narrative around affordable housing but also the idea of what affordable housing is. Affordable housing is often equated with negative images and phrases, but I believe in reality it should be an easily accessible option for all Americans. I hope to aid in the development of policies that change the current costs of housing to create a more accessible market, while implementing future affordable housing communities that share the same accessibility and enjoyments that other neighborhoods currently do.

I have very large ambitions for what affordable housing can be in the U.S., but I also have strong beliefs that the solutions aren't as far out of reach as some might believe, and that we still can build a better future.

Instructions:

1. The current strategies and action items are highlighted in yellow. Please do NOT edit these.
2. Below the listed current strategies and action items are bullet points. Please add your thoughts, comments, ideas, etc. in these bullet points.
 - a. You may add your name, but you do not have to.
 - b. Any and all comments are welcome!
 - c. If you have additional comments that don't fit in this format, feel free to email me (Admin@APAColoradol.org)
3. There is also a section for general comments if you have general comments on the plan.

[You can find the original development plan document here.](#)



General Comments:

- Add general notes, ideas, comments here!
- Consolidate or drop strategies where possible. LKE

Our Strategies

Lead 1: Be relevant, bold and responsive to planning issues and trends.

- Thought: clarify what it means to be bold. - AEB - agree LKE
- Should clarify that we are to be responsive primarily to issues which are specific to planning, primarily, not necessarily what is in the news - AEB
 - I think that as the APA, we should consider responding to current issues/planning related in our State such as we did with the Front Range wildfires etc. to show support and raise awareness of the planning issues that surround such events-Julia
- Perhaps a communications plan/guideline can be developed to accomplish this goal? Its a broad goal and some refinement and direction might be helpful.-Julia - Agree (Kris)
- Instead of responsive, I'd like to see proactive. Planning, as it relates to housing especially, is becoming a household topic. It would be great to get out in front with messaging. (Kris)

Lead 2: Advance community planning and communicate best practices at the local, regional and state-wide levels.

- Opportunity for framework creating pipeline from 'front line' professionals to relevant committees - AEB
- Work with the CU Denver Master in Urban and Regional Planning Program and faculty to support research and communication on best practices at each level (Carrie, CM)
- Look for opportunities to partner or present planning principles at regional and statewide committees already established. (Kris)

Lead 3: Build capacity for planning at the local, district, and state-wide level.

- If we are to drop at the strategy level, I think this one would be one to go -Dana
- Agreed - LKE
- Agree, difficult to gauge what “building capacity” encompasses. Julia
- Agree. I think APA Colorado should be experts/leaders in planning matters and issues. We provide education and direction and capacity is less important.. I actually think this is part of being bold and relevant, which is Lead 1 above. Susan
- I agree this could be rolled into #1, but we should provide information on technical assistance programs/grants which provide capacity building for local level planning. (Kris)

Communicate & Engage 1: Publish and celebrate planning successes and lessons learned via all aspects of Chapter communication tools.

- Good material for Planning Matters publications - should encourage to professionals to bring awareness of victories to the Outreach and Communications Committee - AEB
- Agreed-Julia
- Have focused communication on requesting success stories, not just from private planning firms but public agencies as well. (Kris)

Communicate & Engage 2: Increase volunteerism and provide a venue to advertise volunteer opportunities within the profession and APA Colorado.

- If we are to drop at the strategy level, I think this one would be one to go-Dana
- This doesn't really seem like a communication issue rather a capacity issue. Agree it could be moved or dropped, although I think volunteering is important. LKE
- I don't know if I'd drop this. I think this is something we can focus on more at the regional level. I put out a survey as I'm looking to schedule local events and there was a fair amount of interest in doing group volunteer events, like a river or trail cleanup. NMG
- I know I have been missing in action thus far, but is this something the Membership Committee could do in the interest of providing service to and opportunity for members? Susan
- What is the purpose of volunteering and is it any type of volunteerism, like working at a soup kitchen. Is it for networking and community building, to celebrate the APA association members as active volunteers in their communities? Should volunteering be related to planning topics, even tangentially, like helping at a homeless shelter or river clean up? CM
- I think when this strategy came up, people were looking for volunteer planners to help with development review after the Marshall Fire. If this strategy is kept, I agree it needs to be further defined as to what the volunteer opportunities include. (Kris)

Communicate & Engage 3: Communicate regularly with members, partners, other APA Chapters, APA Divisions and APA National.

- Notes, ideas, comments here! Yes - very important. Not sure how we do it differently. LKE
- This is a hard one: ACSP is trying to promote the same among its member schools, department chairs, and interest groups. Through the national governing board quarterly meetings, the interest groups can share information with each other, the regional reps, and officers. Interest groups can also apply for joint funding, e.g. \$250-500 small grants, to collaborate on projects that help them to learn about and amplify each other issues. Our Google listserves have been helpful for sharing ideas and updates across the country—old school email, but it's pull not push, but involves Google. I think Ann Dillemath at APA was trying to work on some low-tech comms tools, or things like Slack. An active LinkedIn group could also be useful—or is there one? (CM).
- I agree, this strategy is very important! (Kris)

Partner 1: Enhance and expand our partnerships.

- Hope to see strong leadership in this area from VP External Affairs - AEB

- WTS International seems like a likely easy partnership for cross posting and planning events. Seems like this needs more definition around what types of partnerships: other professional associations like WTS, AIA, engineering, APAM, ICMA, or state agencies, like DOLA, or private firms, or non-profits like GreenLatinos, SWEEP, etc.? Also what is the purpose of these partnerships? (CM).
- I'd like to see the partnerships defined including roles and expectations of partners. It will be easier to see a good fit when we have an understanding of what's needed. (Kris)

Partner 2: Foster interdisciplinary approaches to address planning issues and collaborate to expand positive community impacts.

- Notes, ideas, comments here!
- Planners are conveners by nature. I think we can only coalesce around individual issues, not just general planning matters, but we can be the ones to bring different disciplines to the table when there is an issue to discuss. Maybe regional roundtables organized by Area Reps? Maybe something less specific/broad? This might fit better as an Action. Susan
- Maybe this could be rolled into the Partner 1 strategy. It goes towards defining what we want out of a partnership.

Partner 3: Build enthusiasm for planning among community and industry leaders.

- Good opportunity for EPP - AEB
- We are trying to do the same to help with recruitment into CU Denver MURP so we would be happy to help build this enthusiasm. We're making short videos of our alums. ACSP is also going to be building a new website to help promote the field. (CM)
- Yes! Agree we need to continue with this strategy. (Kris)

Advocate 1: Assert, promote and communicate the value and role of planning and our profession, particularly the AICP credentials.

- This one and the next one seem similar to the Lead Goals. Can they be blended? LKE
- This one seems related to Partner 3, or they could leverage some of the same materials and actions (CM)
- I think this strategy is important. My younger staff and even some more experienced staff don't see the importance of AICP. We should promote the value of obtaining AICP.

Advocate 2: Strengthen our planning advocacy program at the state and local levels.

- Action plan would be welcome for this one - AEB
- Agree with previous comment. (Kris)

Advocate 3: Promote policies and practices that reinforce planning ideals and provide more planning tools at the state and local levels.

- Seems similar to Advocate 2 - blend or drop? LKE
- Agreed, seems like we could remove this one. Julia
- Agree with previous comments. Let's blend two and three. (Kris)

Advocate 4: Advocate for equity, diversity and inclusivity in the planning profession, and among appointed and elected officials.

- Yes - and beyond advocacy, take action to advance the principles of DEI within APA. LKE
- Maybe we can start with DEI in APA to focus our efforts and move into the appointed and elected officials piece after its strong within APA statewide? -Julia
- Agree with previous comments. I'd like to see us be proactive with DEI on all our committees. (Kris)

Educate 1: Make our communications more narrative, specific, personal, and compelling.

- Strongly agree - AEB Yes, LKE
- Agree! Should try to have storytelling training as Shada has suggested before. -Julia
- Is this more of an action or further description for some of the communication goals? (CM)
- Yes! Storytelling sticks with people. (Kris)

Educate 2: Develop early outreach programs to middle and high school students to teach them about the value of planning.

- Agree that the profession is more likely to be stumbled upon than sought after from this early stage; changing that could have many positive effects for planning enthusiasm and practice - AEB
- Agree and would be happy to have an action to partner with CU Denver MURP on this (CM)
- Yes! Most middle and high school students should be informed that planning is an option. (Kris)

Educate 3: Instill in planners the highest standards of ethical behavior with a fundamental focus on the public interest.

- Standard for AICP. Is National going to have something included for non-AICP? Julia
- Another item we can continue to reinforce and promote in the CU Denver MURP program, more than we already do (CM)
- I agree with this. I know a few private planners who have let their AICP credentials expire so they do not have to adhere to the AICP standard of ethics. Ethics are critical to our profession. (Kris)

Educate 4: Collaborate with the academic community to shape the future of the planning profession and bridge the gap between academia and real world.

- Agree that educational offerings should focus on both theory and practice, in both a public and private sector context - AEB
- Agree (CM)
- Agree! (Kris)

Serve 1: Be member responsive and transparent.

- Can we blend 1 and 2? LKE Support- Julia
- Agree we should blend 1 and 2. (Kris)

Serve 2: Ensure that the services we offer are of value to our members and are provided in the most efficient and cost-effective manner possible.

- Notes, ideas, comments here!

Serve 3: Ensure the availability of high quality educational products, events and conferences for planners at all stages of their careers.

- Notes, ideas, comments here!
- Different podcast topics, newsletter articles, mentor program could help with the educational products. Julia
- What about getting a TikTok channel to reach a younger demographic? (Kris)

Serve 4: Ensure the long-term financial and operational health of APA Colorado.

- Notes, ideas, comments here!
- This could be one of the goals of Partnerships as well as educational offerings (CM)

Serve 5: Provide a robust program of leadership development and succession planning in APA Colorado.

- Notes, ideas, comments here!
- Refine?
- What does this look like? I agree we need to refine this. (Kris)

Serve 6: Implement additional retention strategies and set realistic goals for growth of the Chapter membership.

- This seems important, as well as in the profession in general. Hard to recruit, retain planners. LKE
- Membership committee action. Questions to ask are: Is increased membership important, should that be the focus, or is it member services and retention, or both? Susan
- I've seen many people leave the planning profession in the last few years. Retention strategies in the profession is important. (Kris)

Our 2022 Action Items

A-1 Proactively engage members on future trends and big ideas and integrate into chapter activities, including communications and education, in order to poise planners to be adaptive to changing conditions. (S: L-1). LEAD: Area Representatives in coordination with Committees

- This comment less about A-1 and more about having 21 actions. It would be more achievable to have 10-12. Can we have the board prioritize among these that are still left and relevant? This is quite a long list! LKE
- I like the top 10 idea. Julia

A-2 Provide education and outreach on the importance of equitable communities and what it means to plan with an equity lens. (S: A-4). LEAD: Professional Development Officer and Equity, Diversity & Inclusion Committee

- Notes, ideas, comments here!

A-3 Complete the transition from the Chapter 's current website to the APA hosted website. (S: S-2). LEAD: Outreach & Communications Committee

- Notes, ideas, comments here!
- This is done and can be removed for 2024 action items. -Abbey Way to go Abbey! LKE
- Whoop whoop! Done:) Thanks Abbey! Julia
- Yeah, Abbey! (Kris)

A-4 Using the Chapter 's educational themes, start a podcast series and use it, the website and newsletter as vehicles to publish and highlight good planning and to educate our members on issues, trends and legislative matters. (S: C-1). LEAD: VP Communications

- This is picking up steam in 2023 with the hope that doing so will help fine tune the initiative going forward into 2024 and beyond - AEB
- Started this at last year's annual conference with 3 sessions and more to come at our 2023 conference:) Shout out to Mike, Jenna and Will! Julia
- What about getting a TikTok channel to reach a younger demographic? (Kris)

A-6 Update and implement the Chapter 's strategic communications plan. (S: C-3). LEAD: Outreach & Communications Committee

- Will need guidance from Julia on this before her term is up because I will then be the more senior Committee co-chair - AEB

A-7 Continue to track and raise awareness of legislative trends and bills that are important to our communities and constituents through the preparation and distribution of a monthly summary of legislative issues. (S: A-2). LEAD: Legislative Committee

- Notes, ideas, comments here!
- Yes, but it would be great if we could be part of drafting the legislation that impacts land use. Not sure if this is possible or not. (Kris)

A-8 Promote the value of our profession, particularly the AICP credentials. (S: A-1). LEAD: Professional Development Committee

- Perhaps add EPP as a committee to support/work with the Professional Development Committee on this.
- Important to target members but also employers. An idea could be to work toward requiring a license in the State similar to landscape architects. Just a thought...might be unpopular. Julia
- As I said before, I'm seeing younger staff who do not see the value of AICP. We need to craft messages which show the value. (Kris)

A-9 Promote best practices for adopting healthy and sustainable actions in land use and building codes and create easily accessible resources for planners and non-planners throughout the state. (S: L-2). LEAD: Professional Development' Healthy Communities, Sustainability and Outreach & Communications Committees

- Could we make this broader to include more the profession, aka in land use, building codes, transportation infrastructure and programming, and water regulations. -Dana
- May want to incorporate these themes into Planning Matters when possible - AEB

A-10 Continue support and engagement with the Symposium for Sustainable Infrastructure (SSI) / City we Want, which may include event organization and leadership. (S: P-2). LEAD: Sustainability Committee

- Notes, ideas, comments here!

A-11 Host quarterly educational and networking events around the state. (S: S-3). LEAD: Area Representatives in collaboration with Committees

- Notes, ideas, comments here!
- Maybe this can be removed since this is given for area reps?
- Or maybe this is where planners as conveners comes in? Susan

A-12 Identify topics, resources and topic experts while working with DOLA for the Public Officials training kit to include short videos, handouts and other informational resources. (S: L-2 and A-3). LEAD: Professional Development Committee and Public Official Representative

- Notes, ideas, comments here!
- Some of this may too much to do in a year e.g. short videos. Julia

A-13 Hire an intern to survey small towns, identifying specific needs for planning assistance and list resources, prioritize tasks and draft initial documents and videos. (S: L-2 and A-3). LEAD: Small Town Task Force, Professional Development Committee

- May be outside our capacity specifically right now. Maybe instead we should say something like, use the network of the APA board, committees and members to help identify and support internship opportunities. -Dana
- Maybe instead of this action, we can change it to support the DOLA model code project that counties and small towns can utilize. Julia
- Our College of Architecture and Planning has a University Technical Assistance Program (UTAP) funded by DOLA in case it can be of help. It has full time staff who cover different areas of the state. It does work in places with Mineral Rights revenues, as that is the money that DOLA uses to fund the center (CM).

A-14 Promote National Community Planning Month and engage tactics to reach new audiences in the community with activities relevant to building community capacity. (S: L-2). LEAD: Outreach & Communication Committee, EDI Committee and Board

- May be outside our capacity specifically right now. -Dana
- We have a generic proclamation for National Community Planning month, maybe tagging onto Dana's comment, we can send that out to membership in advance to get on their Council agendas. Julia
- If we keep this action, can we change "tactics" to "strategies" or some other word? (Kris)

A-15 Create a volunteer campaign and "Involvement Plan" to increase participation and volunteerism by drafting a "how to guide" and providing a venue to advertise opportunities within the profession and the Chapter. (S: C-2). LEAD: VP External Affairs and Membership Committee.

- Volunteerism is obviously great, but again if we were drop one I think it could be this. -Dana Yes, but it seems like it's getting increasingly hard to accomplish all these other projects and programs if/when planners are less interested in volunteering. LKE Make a plug throughout upcoming conference;) Julia

A-16 Create a list of existing and desired partners and communicate with at least one each quarter. (S: P-1). LEAD: VP External Affairs

- Notes, ideas, comments here!
- Just repeating my above comment: seems like we need reasons or purposes for partnerships to help guide which partners, what we do with them, and how often. (CM)

A-17 Support APA's efforts. (S: S-1). LEAD: President, President Elect & Past President

- Notes, ideas, comments here!
- Vague. Remove?

A-18 Create and promote internship opportunities, design charrette judging, etc. (S: E-4). LEAD: Student Representative and Faculty Representative

- Add EPP as a Committee to work in tandem with Student and Faculty Representative on this task.
 - I'm definitely willing to work on this (CM)

A-19 Encourage participation in STEM, career fairs, smart cities competitions and mentor programs and create a outreach kit for use by members in these efforts. (S: C-4). LEAD: Youth in Planning Committee; Membership Committee

- Notes, ideas, comments here!
- There are national efforts on this with the new Schools & Communities Division within APA. Happy to connect the committee to the Division's leadership. This article may be of interest as well.
https://www.planetizen.com/news/2023/07/124871-why-arent-there-more-planners?utm_medium=email&utm_source=rasa_io&utm_campaign=newsletter (CM)

A-20 Demonstrate through story telling the value of planning to the state's elected leaders. (S: A-2). LEAD: Outreach & Communication Committee and Legislative Committee

- Notes, ideas, comments here!
- Yes, as my comment above, storytelling sticks with people.

A-21 Perform a financial health assessment / audit of Chapter resources and receive financial advice on investment or other strategies available to grow the Chapter's resources. (S: S-4). LEAD: President, President-Elect and Treasurer

- Notes, ideas, comments here!

It seems to me that we need an action item regarding membership, i.e. providing member services, etc., that's geared toward member satisfaction and retention. Susan