



**MONUMENT TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, AUGUST 3, 2026 – 6:30 PM**

Monument Town Hall - Council Chambers
645 Beacon Lite Road - Monument, CO 80132

[Participate Via Microsoft Teams](#)

Participate Via Telephone: 719-300-6099 ID 279 829 535#

1. Call to Order, Pledge of Allegiance, Roll Call:

2. Disclosures of Conflicts of Interest:

- a. Disclosures of Potential Conflicts of Interest
- b. Vote on Excluding Council Members With Potential Conflicts of Interest From Consideration, Discussion and Voting on Identified Matters

3. Approval of the Consent Agenda:

- a. Agenda - August 3, 2026
- b. Meeting Minutes - July 20, 2026
- c. Quarterly Budget Report - (*Steve Murray*)
- d. Quarterly Sales Tax Report - (*Laurie Young*)
- e. Resolution No. 62-2026 - A Resolution Approving Release and Settlement Agreement - (*Emily Trujillo*)

4. Public Comments For Items Not on the Agenda: *Individuals attending in person may raise their hand to indicate their desire to comment. Individuals attending via Teams may "raise their hand" digitally to comment via connected devices. Please lower your hand when finished with your comments. Comments are limited to 3 minutes.*

5. Presentations:

- a. Recognition of Fire Chief Kovacs and Introduction of Fire Chief Fitzgerald - (*Madeline VanDenHoek*)
- b. Milestone Anniversaries - (*Madeline VanDenHoek*)
- c. Summer Internship - (*Emma Beery*)

6. Ordinances: *Public hearing(s) required.*

- a. Ordinance No. 19-2026 - An Ordinance Submitting to the Eligible Electors Voting in the Town's Regular Election, to Be Held November 3, 2026, a Ballot Issue Increasing the Use Tax Rate, and Contingent Upon Elector Approval, Amending the Monument Municipal Code to Provide For the Same - (*Town Attorney*)
- b. Ordinance No. 15-2026 - (Continued from July 6) An Ordinance Granting Approval of the Falcon Commerce Center Phase 2 Preliminary PUD Major Amendment Located in the South 43 Acres of Falcon Commerce Center Known As Area D - (*Jenna Gorney*)

- c. Ordinance No. 16-2026 - (Continued from July 6) An Ordinance Granting Approval of the Santa Fe Meadows Final Planned Unit Development Located in the South 43 Acres of Falcon Commerce Center Known As Area D - (*Jenna Gorney*)
- d. Ordinance No. 21-2026 - An Ordinance Granting Approval of the Final Planned Unit Development Plan for Karl Malone Powersports, Located on Lots 8 and 9 in the Terrazzo-Baja Commercial Development - (*Jenna Gorney*)
- e. Ordinance No. 22-2026 - An Ordinance Granting Approval of the Final Planned Unit Development Plan for Conexus Lot 1 Filing 2, Also Known as Hillpointe, Located Along Old Denver Road Within the Conexus Development - (*Rey Medina*)

7. Resolutions:

- a. Resolution No. 57-2026 - A Resolution Approving Increases in Water Rates, Fees and Fines For All Town of Monument Customers to Ensure the Long-Term Financial Stability of the Water Enterprise Fund - (*Jennifer Phillips*)
- b. Resolution No. 58-2026 - A Resolution Authorizing a New Tap to be Installed to Two (2) Out of District Commercial Buildings - (*Jennifer Phillips*)
- c. Resolution No. 59-2026 - A Resolution Approving a Lease Agreement With the Tri-Lakes Chamber of Commerce For Property Located at 166 Second Street - (*Madeline VanDenHoek*)
- d. Resolution No. 60-2026 - A Resolution Withdrawing the Town From the Loop Water Authority - (*Madeline VanDenHoek*)
- e. Resolution No. 61-2026 - A Resolution Approving an Intergovernmental Agreement (IGA) Between the Town of Monument and the Triview Metropolitan District to Develop a Joint Area Transportation Plan - (*Dan Ungerleider*)

8. Future Agenda Item Authorization:

9. Council Comments:

10. Executive Sessions:

- a. Executive Session Pursuant to § C.R.S. 24-6-402(4)(b) to Receive Legal Advice From the Town Attorney Regarding Planning Matters Currently Before El Paso County on Appeal
- b. Executive Session Pursuant to § C.R.S. 24-6-402(4)(b) For Purposes of Receiving Legal Advice From the Town's Legal Counsel Regarding Quasi-Judicial Actions and the Impact of Social Media

11. Reconvene In Open Session: *Council may act in open session on item(s) discussed in executive session.*

12. Adjournment:

**MONUMENT TOWN COUNCIL
MEETING MINUTES**

Monday, July 20, 2026 - 6:30 PM

Monument Town Hall - 645 Beacon Lite Rd., Monument CO 80132

Hybrid Meeting - Remote Participation Via Teams

1. Call to Order, Pledge of Allegiance, Roll Call:

Mayor Pro Tem Steve King called the regular meeting of the Monument Town Council and led those assembled in the Pledge of Allegiance. Proper notice of the meeting was posted for more than 24 hours in the designated posting locations. The following Councilmembers and staff were present for the meeting:

TOWN COUNCIL		TOWN STAFF	
PRESENT: Mayor Pro Tem Steve King Councilmember Sana Abbott Councilmember Marco Fiorito Councilmember Kenneth Kimple Councilmember Laura Kronick Councilmember Chad Smith		Madeline VanDenHoek, Town Manager Patrick Regan, Police Chief Tina Erickson, Town Clerk Ashley Hernandez-Schlagel, Town Attorney Will Williams, Director of IT Jennifer Phillips, Director of Finance/Interim Public Works Director Steve Murray, Town Accountant Laura Hogan, Director of Administration Dan Ungerleider, Director of Planning Andrew Archuleta, Assistant Public Works Director	
ATTENDED REMOTELY:			
ABSENT WITH PRIOR NOTICE: Mayor Mitch LaKind			
ABSENT WITHOUT PRIOR NOTICE:			

2. Disclosures of Conflicts of Interest:

- a. Disclosures of Potential Conflicts of Interest
 - b. Vote on Excluding Council Members With Potential Conflicts of Interest From Consideration, Discussion and Voting on Identified Matters
- No disclosures of potential conflicts of interest were submitted.

3. Approval of the Consent Agenda:

- a. Agenda - July 20, 2026
- b. Meeting Minutes - July 6, 2026
- c. Resolution No. 50-2026 - A Resolution Adopting the 2026 Roadway and Pavement Design Criteria Manual
- d. Resolution No. 51-2026 - A Resolution Amending the Town of Monument

Strategic Plan by Extending the Timeframe Associated With Strategic Priority FHS 9 From June 2026 to January 2027

e. Resolution No. 52-2026 - A Resolution Calling for the November 3, 2026, Town of Monument Regular Election to Be Conducted as a Coordinated Election; Appointing the Town Clerk as the Designated Election Official; and Authorizing the Town Clerk to Enter Into an Intergovernmental Agreement With the El Paso County Clerk and Recorder for Conducting the Election

f. Resolution No. 53-2026 - A Resolution Appointing a Member of the Planning Commission

g. Resolution No. 54-2026 - A Resolution to Appoint Members to Represent the Town of Monument to the Loop Water Authority

h. Resolution No. 55-2026 - A Resolution Approving and Authorizing the Town Manager to Sign a Water Lease With Allison Valley Development Company, LLC

i. Quarterly Investment Report

Councilmember Laura Kronick made a motion to approve the consent agenda as presented, the motion was seconded by Councilmember Chad Smith. Roll call vote was taken and the motion passed 6 to 0.

4. Public Comments For Items Not on the Agenda:

-No public comments were received.

5. Presentations:

a. 2025 Audit Report

Murray gave appreciation to all involved with compiling information and assistance for this report. Murray introduced Dmitriy Chernyak with DMC Auditing and Consulting LLC. Cherynyak explained the process that goes into performing the audit.

6. Ordinances:

a. Ordinance No. 18-2026 - An Ordinance Authorizing a Moratorium on the Acceptance or Processing of Certain Permit Applications and Land Development Applications Where a Data Center is Included as a Proposed Principal or Accessory Use

Ungerleider presented ordinance no. 18-2026 as included in the council packet. Ungerleider clarified the 6-month moratorium would allow the planning department time to evaluate how the land use would affect the town and the opportunity to modify the code appropriately. At this time, there have not been any applications submitted. Mayor Pro Tem King opened the public hearing, no public comments were received. Mayor Pro Tem King closed the public hearing.

Councilmember Marco Fiorito made a motion to approve ordinance no. 18-2026

and the motion was seconded by Councilmember Laura Kronick. Roll call vote was taken and the motion passed 6 to 0

b. Ordinance No. 13-2026 - An Ordinance Adding Section 12.28.125 to the Monument Municipal Code Requiring Parking Permits at Monument Lake
VanDenHoek presented ordinance no. 13-2026 as included in the council packet. Kronick questioned when the permits would be available for the public and where they can be obtained. Councilmember Kenneth Kimple questioned how enforcement would be managed as well as how parking within the local neighborhood would be affected. Mayor Pro Tem Steve King questioned the maintenance cost the lake currently requires. Abbot clarified non-residents would utilize the parking kiosk and residents would be able to purchase a yearly pass. Mayor Pro Tem King opened the public hearing, no public comments were received. Mayor Pro Tem King closed the public hearing. Councilmember Laura Kronick made a motion to approve ordinance no. 13-2026 and the motion was seconded by Councilmember Sana Abbott. Roll call vote was taken and the motion passed 5 to 1.
Councilmember Kenneth Kimple opposed the motion.

7. Resolutions:

a. Resolution No. 33-2026 - A Resolution Requiring Parking Permits at Monument Lake, Establishing the Parking Permit Area, Fees, and Fines
VanDenHoek presented resolution no. 33-2026 as included in the council packet. Councilmember Chad Smith made a motion to approve resolution no. 33-2026 and the motion was seconded by Councilmember Laura Kronick. Roll call vote was taken and the motion passed 5 to 1.
Councilmember Kenneth Kimple opposed the motion.

b. Resolution No. 45-2026 - A Resolution to Approve Heart of Monument Playpark Contract
Archuleta presented resolution no. 45-2026 as included in the council packet. Councilmember Laura Kronick made a motion to approve resolution no. 45-2026 and the motion was seconded by Councilmember Sana Abbott. Roll call vote was taken and the motion passed 6 to 0.

c. Resolution No. 46-2026 - A Resolution to Approve Heart of Monument Parking Lot Contract
Archuleta presented resolution no. 46-2026 as included in the council packet. Councilmember Chad Smith made a motion to approve resolution no. 46-2026 and the motion was seconded by Councilmember Kenneth Kimple. Roll call vote was taken and the motion passed 6 to 0.

8. Future Agenda Item Authorization:

- No future agenda items to include.

9. Reports:

a. Town Manager's Monthly Report
VanDenHoek gave brief highlights from the Town Manager's monthly report.

10. Council Comments:

- Councilmember Marco Fiorito - spoke about an email that was received that contained potential changes with federal grants, comments were due by July 3rd. However councilmembers are still encouraged to reach out to the congressional representative.

11. Executive Sessions:

a. Executive Session Pursuant to C.R.S. § 24-6-402(4)(f) For Discussion of a Personnel Matter Involving the Performance Evaluation of the Town Manager, Who Has Been Notified of the Executive Session and Has Consented To It

Councilmember Marco Fiorito moved to enter executive session pursuant to C.R.S. 24-6-402(4)(f) for discussion of a personnel matter involving the performance evaluation of the Town Manager, who has been notified of the executive session and has consented to it. Councilmember Kenneth Kimple seconded the motion. Roll call vote was taken and the motion passed 6 to 0

b. Executive Session Pursuant to C.R.S. § 24-6-402(4)(b) for the Purposes of Receiving Legal Advice From the Town's Legal Counsel Regarding Town Water System Planning and Strategy in Light of Continuing Developments and Considerations

Councilmember Marco Fiorito moved to enter into executive session pursuant to C.R.S. 24-6-402(4)(b) for the purposes of receiving legal advice from the Town's legal counsel regarding town water system planning and strategy in light of continuing developments and considerations. Councilmember Laura Kronick seconded the motion. Roll call vote was taken and the motion passed 6 to 0.

c. Executive Session Pursuant to C.R.S. § 24-6-402(4)(b) and C.R.S. § 24-6-402(4)(e) for Purposes of Receiving Legal Advice From the Town's Legal Counsel and for Purposes of Determining Positions Relative to Matters That May Be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators Regarding Potential Legal Claims and Consideration of a Former Employee's Recent Correspondence

Councilmember Marco Fiorito moved to enter into executive session pursuant to C.R.S. 24-6-402(4)(b) and C.R.S. 24-6-402(4)(e) for the purposes of receiving legal advice from the Town's legal counsel and for the purposes of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding potential legal claims and considerations of a former employee's recent correspondence. Councilmember Laura Kronick seconded the motion. Roll call vote was taken and the motion passed 6 to 0.

The Council entered executive session at 07:31pm.
The Council concluded executive session at 09:12 pm.

12. Reconvene In Open Session:

The Council resumed regular meeting at 09:14 pm.

- The Council gave staff direction to retain payment that was to be issued to the Loop Water Authority due to recent developments, further discussions on August 3, 2026.

- Councilmember Laura Kronick made a motion to approve the HR Manager and Town Attorney to make negotiations with former Town employee within the parameters provided by the Council and the motion was seconded by Councilmember Marco Fiorito. Roll call vote was taken and the motion passed 5 to 1.

Mayor Pro Tem Steve King opposed the motion.

13. Adjournment:

Mayor Pro Tem Steve King moved to adjourn the meeting, the motion was passed unanimously, the meeting was adjourned at 09:18 pm.

Respectfully Submitted,

Tina Erickson, Town Clerk



Town of Monument Financial Report (Quarter 2, 2026)





FINANCIAL REPORT



MEMORANDUM

To: Mayor and Town Council
From: Steve Murray, Senior Accountant
Through: Madeline VanDenHoek
Subject: Quarter 2 Financial Report
Date: August 3, 2026

2026 Quarter 2 Financial Report:

The information in this report reflects the financial highlights for the Town of Monument along with a prior two-year comparison for the similar period. This report will be posted on the Town of Monument webpage at <https://www.townofmonument.org/271/Finance-Department>.

2026 Highlights by Fund:

General Fund

- Sales tax collections in 2026 increased by 12% over 2025 YTD. This increase is partially due to the change in 2025 to self-collection of sales tax. As time continues through the year, the Town will see a more accurate reflection of year-over-year comparisons. The Town has seen a 2% increase from 2024 Quarter 2 sales tax actuals. It is important to note that the Town of Monument's sales tax is split with Triview Metropolitan District monthly based on the location of purchase. Sales tax in 2026 was distributed with 44% going to the Town's General Fund, 14% to Public Safety Police Fund, 22% to Water & Infrastructure, and the remaining 20% going to Triview Metropolitan District. The Town continues to evaluate the tax revenue in 2026. It will be reflected in the 2027 preliminary budget presented in August of 2026, in addition to the economic and long-range forecasts used to present budget information.
- Revenues for the Town of Monument General Fund for Quarter 2 have come in at 52% of budgeted amounts. A significant contributor to the increased revenue for 2026 has been the increased recovery of engineering review and legal fees related to planning projects.
- With Monument working to reduce expenditures in the 2026 budget, the Town has seen higher revenues over expenditures in Quarter 2 and is continuing to build the required reserves to maintain Town operations.

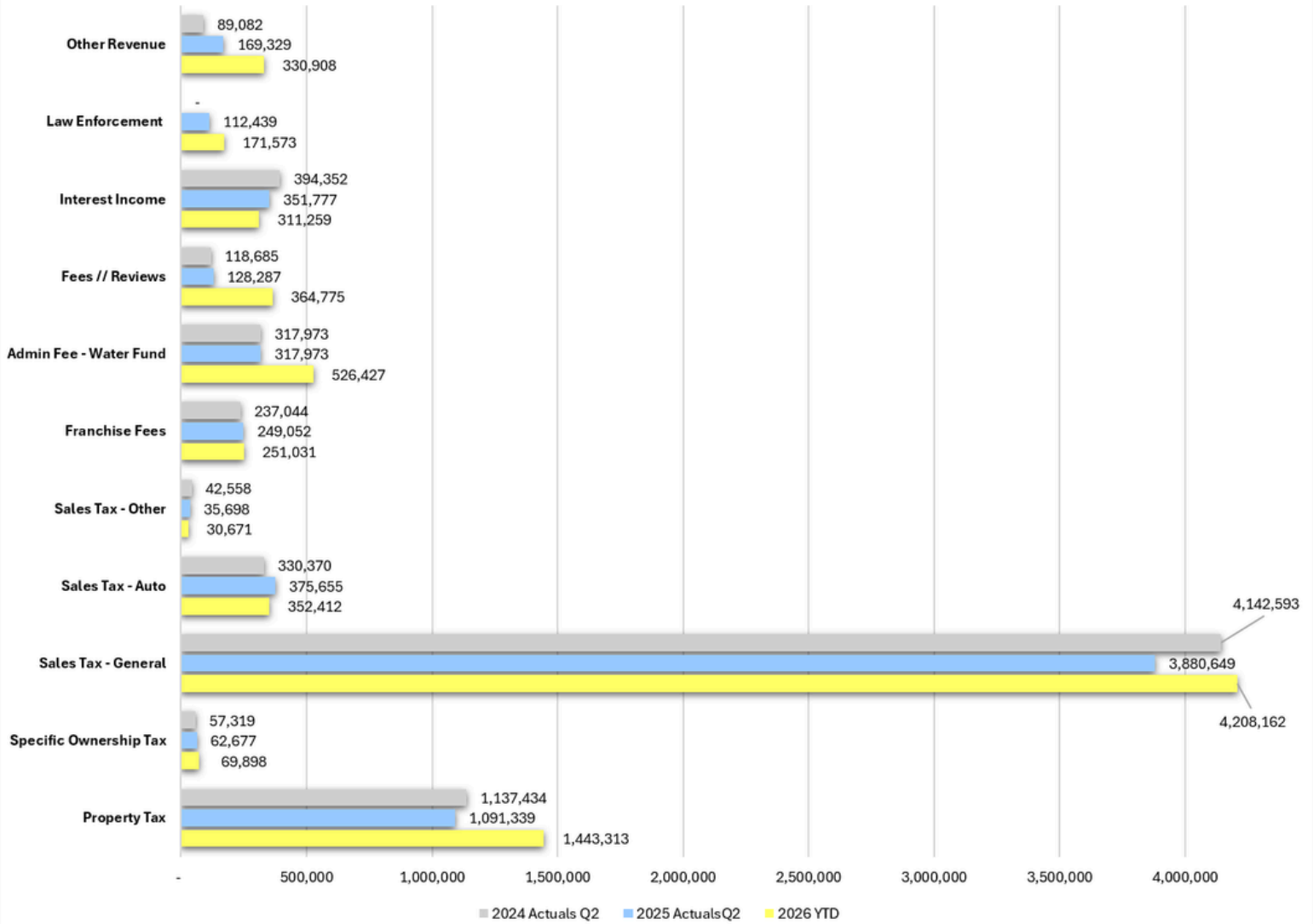
Water Enterprise Fund

- The Water Enterprise Fund is evaluating a rate increase in the water costs to support the continued maintenance and improvements to the water provided to Town of Monument customers. As represented in this report, the expenditures exceeded revenues by \$180,839 for Quarter 2.

2F Police Safety Fund

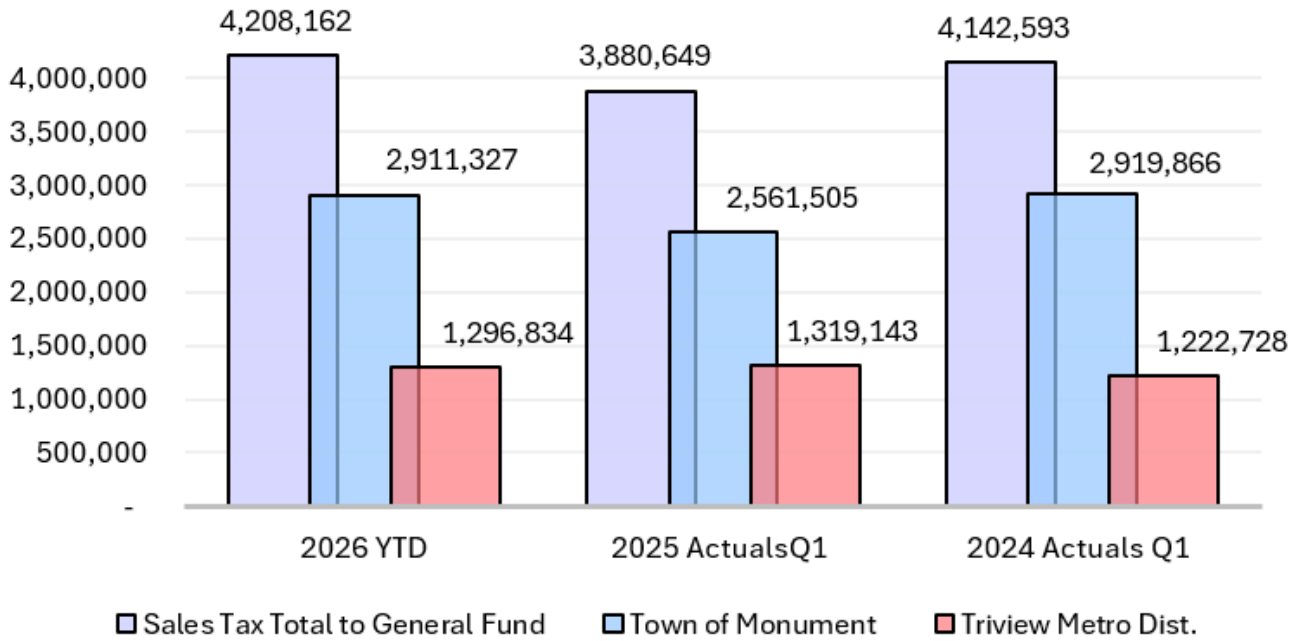
- Notable accounting changes in 2025 continued in 2026. In prior years, the 2F Public Safety Fund and Law Enforcement were treated as one account; in the 2025 budget they are separated and the money is accounted for correctly. This change caused the General Fund to encompass ~66% of all Law Enforcement expenditures to comply with Ordinance and Resolution passed in 2022. Additionally, the revenue that is generated by extra duty or school resource officers comes into the General Fund as well.

Total General Fund Revenue by category - YTD 2026



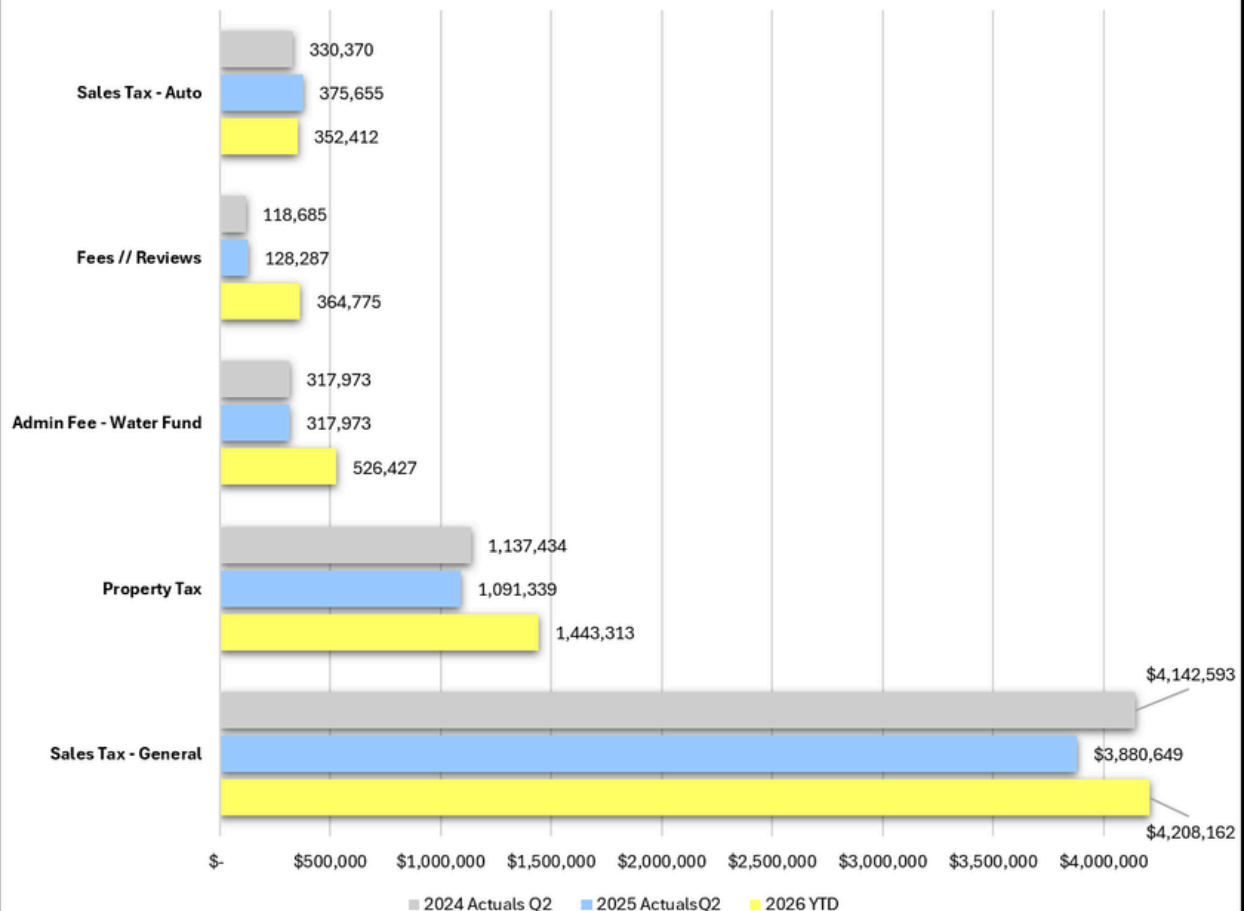
June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Property Tax	1,443,313	1,091,339	1,137,434	132%	1,581,340	91%
Specific Ownership Tax	69,898	62,677	57,319	112%	133,284	52%
Sales Tax - General	4,208,162	3,880,649	4,142,593	108%	8,375,348	50%
Sales Tax - Auto	352,412	375,655	330,370	94%	669,978	53%
Motor Vehicle Registrations	16,416	16,438	14,883	100%	33,551	49%
Use Tax	14,255	19,260	27,675	74%	60,000	-
Franchise Fees	251,031	249,052	237,044	101%	704,167	36%
Admin Fee - Water Fund	526,427	317,973	317,973	166%	1,052,854	50%
Court Fees	57,730	41,722	30,224	138%	73,584	78%
Land Use Permits	47,223	29,111	36,025	162%	48,850	97%
Planning Fees	41,826	22,000	17,111	190%	87,171	48%
Engineering Review/Inspection	217,995	35,454	35,325	615%	89,600	243%
Interest Income	311,259	351,777	394,352	88%	700,000	44%
Law Enforcement	171,573	112,439	-	-	346,304	-
Other Revenue	330,908	169,329	89,082	195%	1,504,722	22%
Net Revenue	8,060,427	6,774,875	6,867,410	119%	15,460,752	52%

Sales Tax (General Fund)

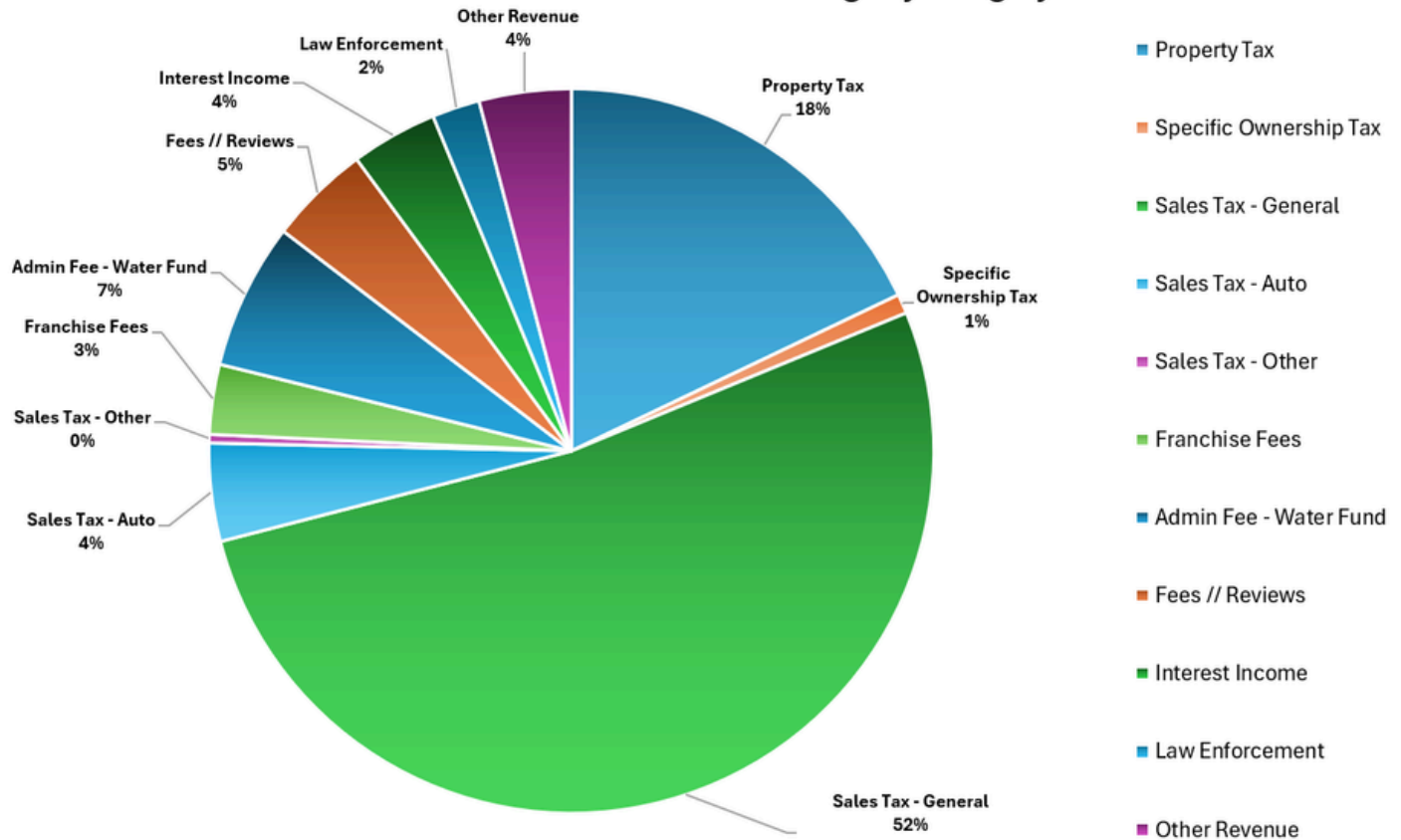


2026 YTD	2025 Actuals Q1	2024 Actuals Q1
4,208,162	3,880,649	4,142,593
2,911,327	2,561,505	2,919,866
1,296,834	1,319,143	1,222,728

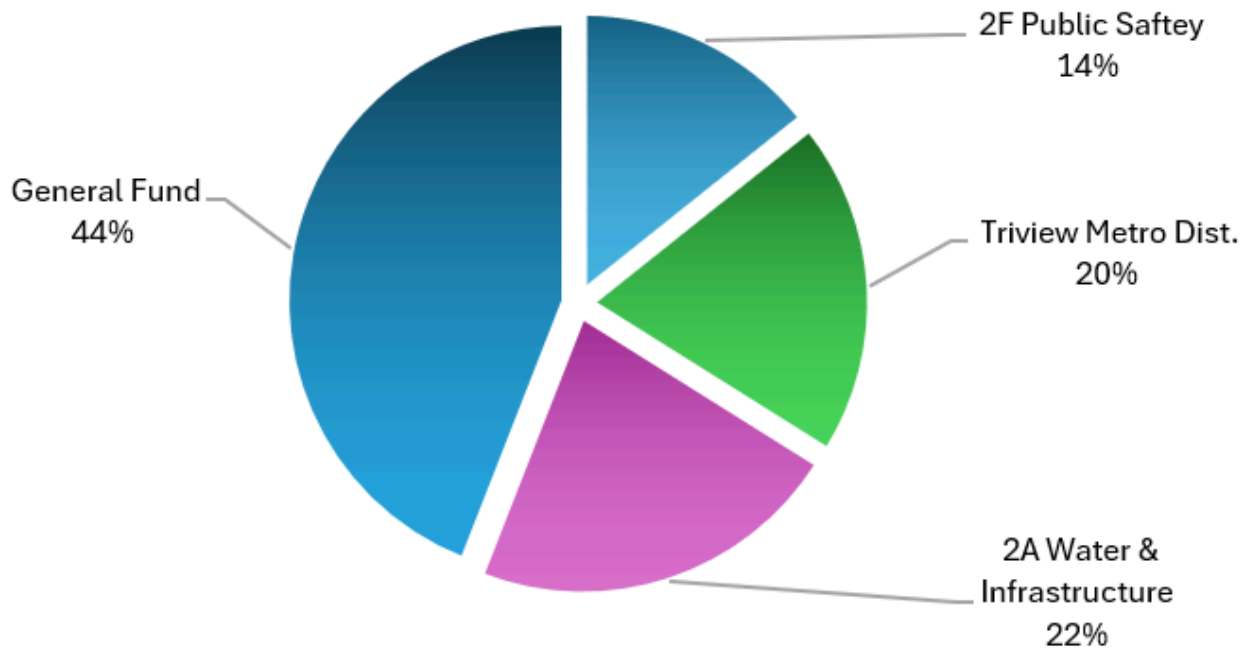
Top 5 General Fund Revenue Sources - 2026 YTD



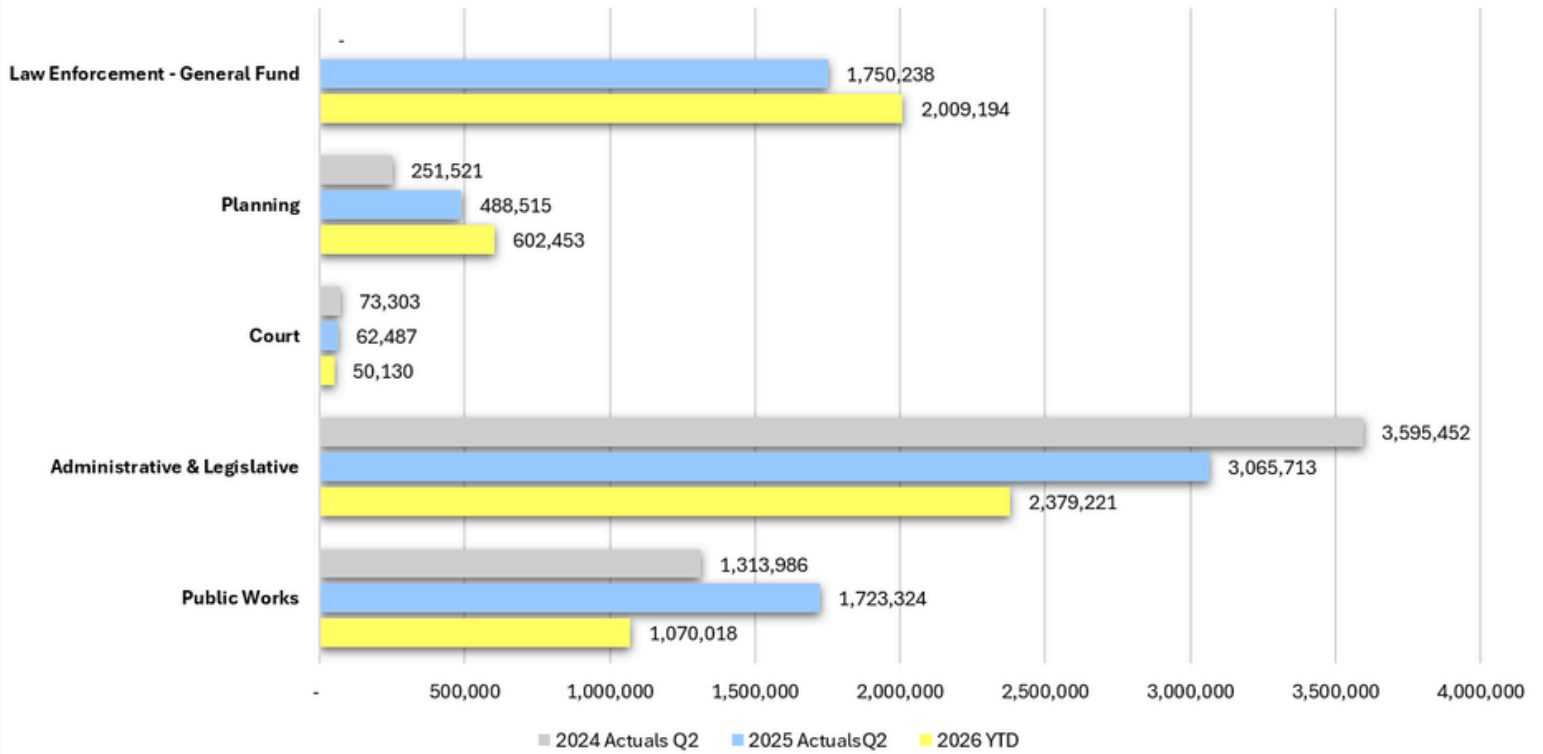
General Fund Revenue Percentage by category



Sales Tax Disbursements



General Fund Expenditures by Department - 2026 YTD

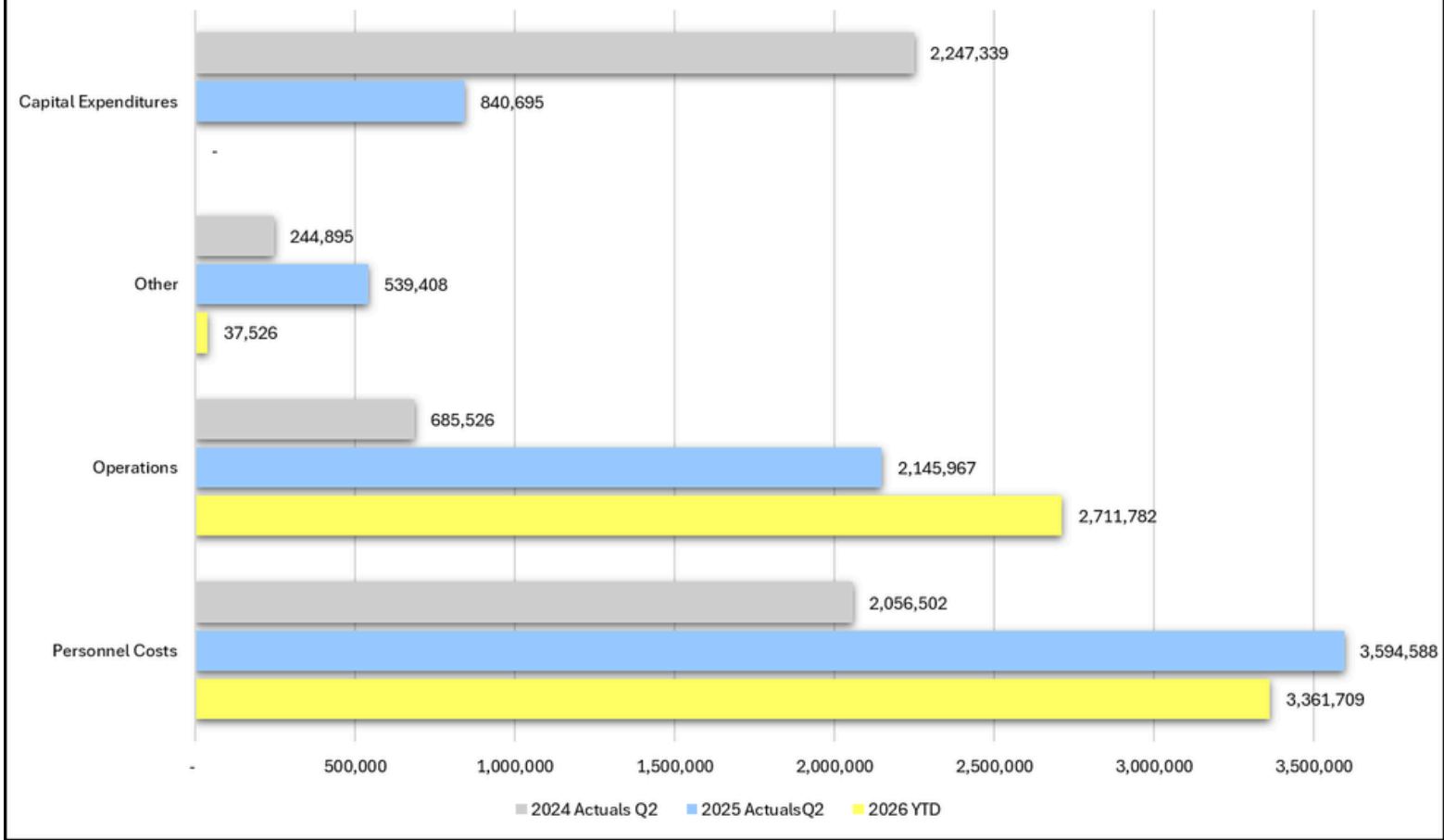


	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Public Works	1,070,018	1,723,324	1,313,986	62%	2,196,433	49%
Administrative & Legislative	2,379,221	3,065,713	3,595,452	78%	6,170,998	39%
Court	50,130	62,487	73,303	80%	142,441	35%
Planning	602,453	488,515	251,521	123%	1,812,241	33%
GF less LE Expenditures	4,101,822	5,340,040	5,234,262	77%	10,322,113	40%
Law Enforcement - General Fund	2,009,194	1,750,238	-	115%	4,383,548	-
Total LE Expenditures	2,009,194	1,750,238	-	115%	4,383,548	46%
Total General Fund Expenditures	6,111,016	7,090,277	5,234,262	86%	14,705,661	42%

General Fund Expenditures by Department - 2026 YTD			
Department	2026 YTD Actuals	2026 Full Year Budget	% Expended
Street	\$ 296,929	\$ 719,904	41%
Facilities	389,987	507,639	77%
Fleet	157,977	398,212	40%
Parks	225,125	570,678	39%
Town Council	72,533	138,500	52%
Clerk	123,401	287,415	43%
Finance	413,688	982,336	42%
Human Resources	114,240	247,447	46%
Information Technology	167,868	373,955	45%
Administration	1,487,491	4,141,345	36%
Court	50,130	142,441	35%
Planning	602,453	1,812,241	33%
Law Enforcement	2,009,194	4,383,548	46%
Total	\$ 6,111,016	\$ 14,705,661	42%

Facilities is at 77% in Q2 due to expenses related to the reimbursable grant for the Veregy project.
\$126,000 will be reimbursed..

General Fund Expenditures by Source - 2026 YTD



June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Personnel Costs	3,361,709	3,594,588	2,056,502	94%	7,684,896	44%
Operations	2,711,782	2,145,967	685,526	126%	6,723,199	40%
Debt Service	-	-	-	-	71,000	-
Other	37,526	539,408	244,895	7%	170,000	22%
Capital Expenditures	-	840,695	2,247,339	0%	56,566	0%
Total Expenditures	6,111,016	7,120,658	5,234,262	86%	14,705,661	42%

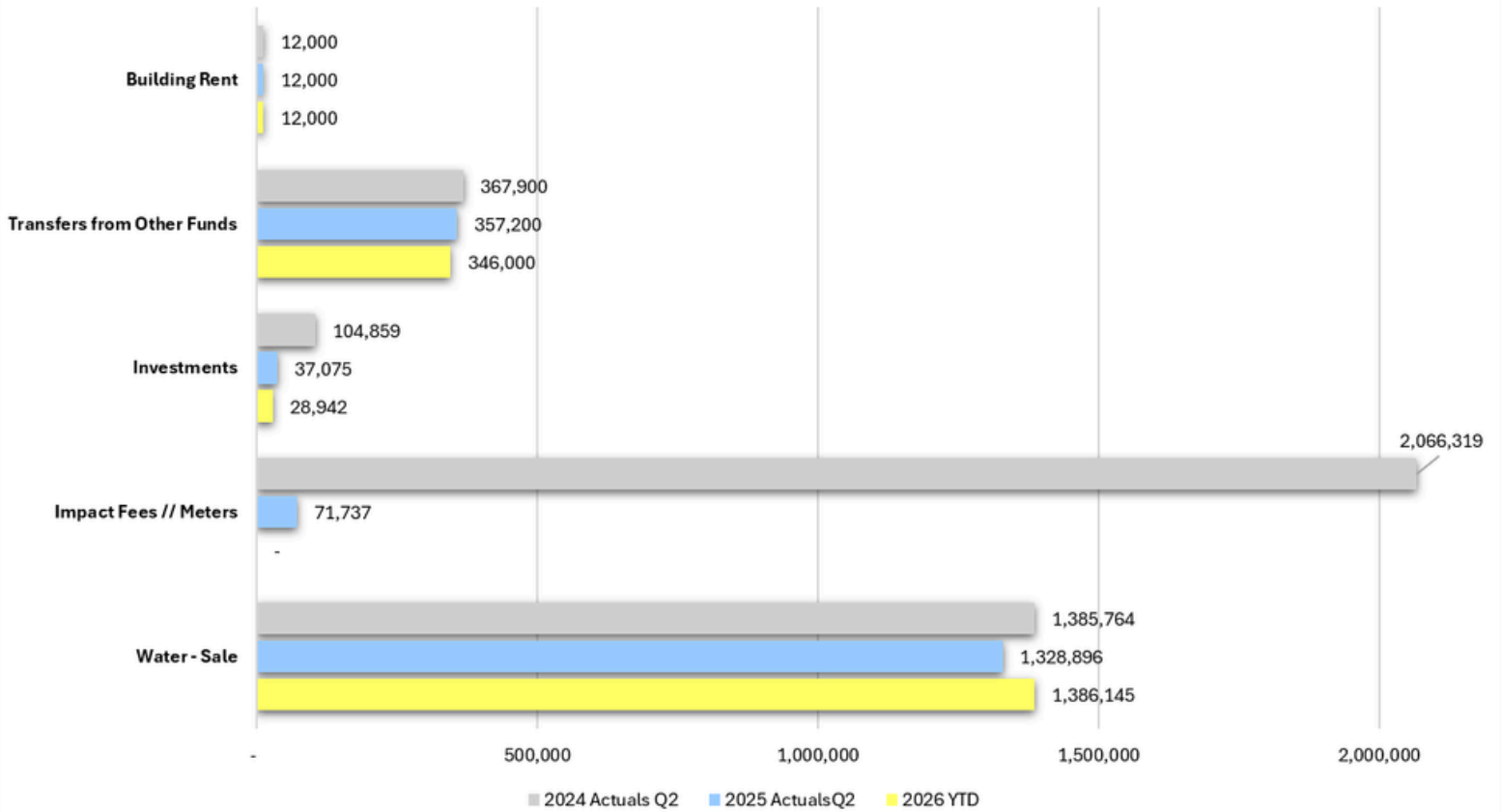
General Fund Revenues and Expenditures by Month



General Fund Revenues and Expenditures by Month

Month	Beginning Balance	Revenue	Expenditures	Ending Balance
January	\$ 9,407,734	\$ 901,011	\$ 618,548	\$ 9,690,197
February	9,690,197	1,017,987	1,104,987	9,603,197
March	9,603,197	1,641,243	1,066,476	10,177,963
April	10,177,963	1,464,465	1,142,469	10,499,960
May	10,499,960	1,679,911	1,202,990	10,976,881
June	10,976,881	1,355,810	975,545	11,357,145
Total	9,407,734	8,060,427	6,111,016	11,357,145
Tabor			\$ 620,000	
Ending Fund Balance				10,737,145.12

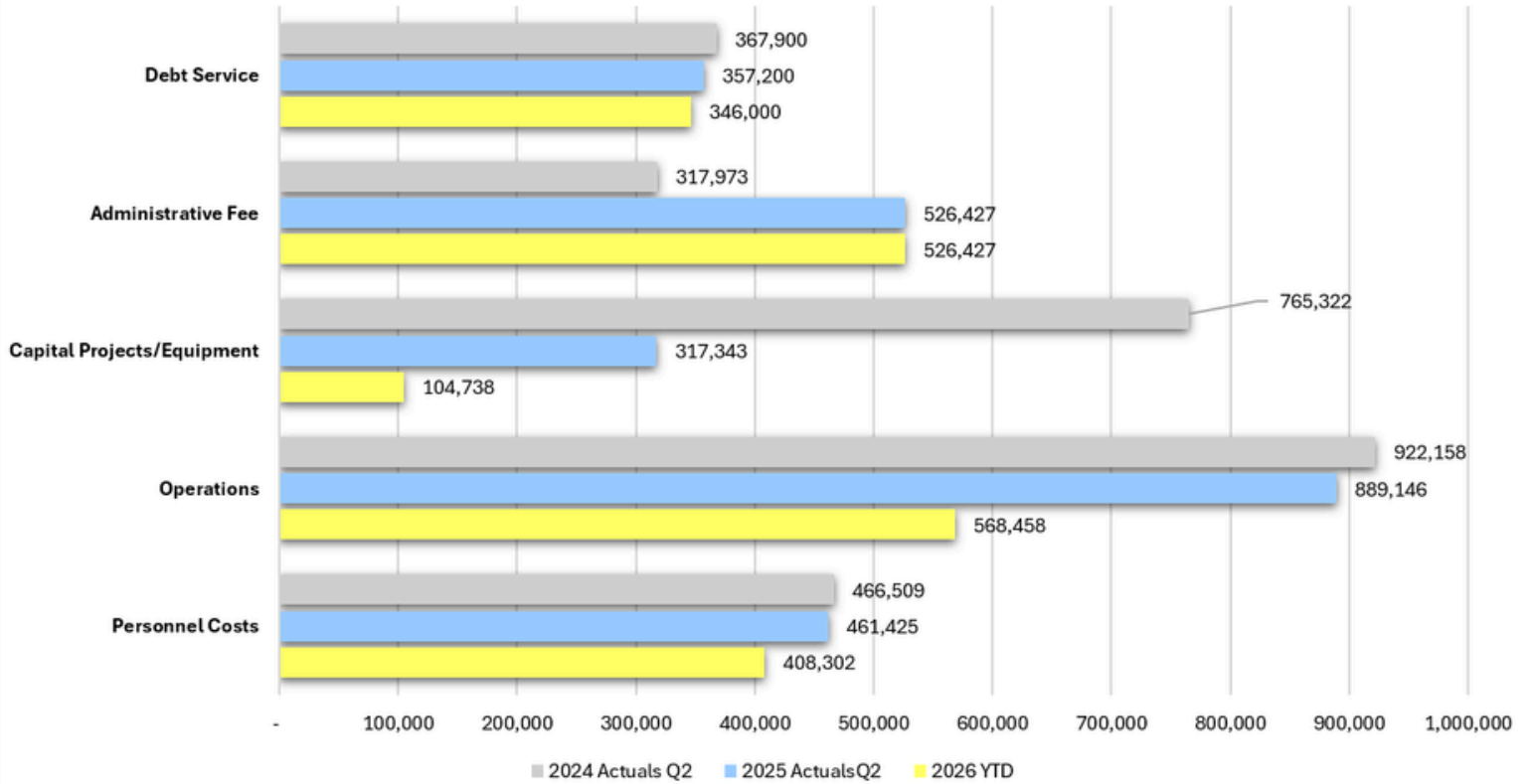
Water Enterprise Revenue by Source - 2026 YTD



June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Water - Residential	871,227	844,857	865,544	103%	1,366,000	64%
Water - Commercial	403,248	389,920	439,473	103%	1,080,000	37%
Water - Bulk Sales	70,217	45,785	32,084	153%	71,000	99%
Water - Outside Town	33,750	35,272	37,433	96%	75,000	45%
Late Fees	7,703	13,063	11,230	59%	25,000	31%
Sales Tax	-	-	275,919	0%	-	-
Investment Income	28,942	37,075	104,859	78%	100,000	29%
Impact Fees	-	69,240	1,754,180	0%	515,000	0%
Meters	-	2,497	36,220	0%	51,000	0%
Grant Revenue	-	-	-	0%	-	-
259 Building Rent	12,000	12,000	12,000	100%	-	-
Transfer from Other Funds	346,000	357,200	367,900	0%	1,272,000	27%
Total Revenue	1,773,087	1,806,908	3,936,842	98%	4,555,000	39%

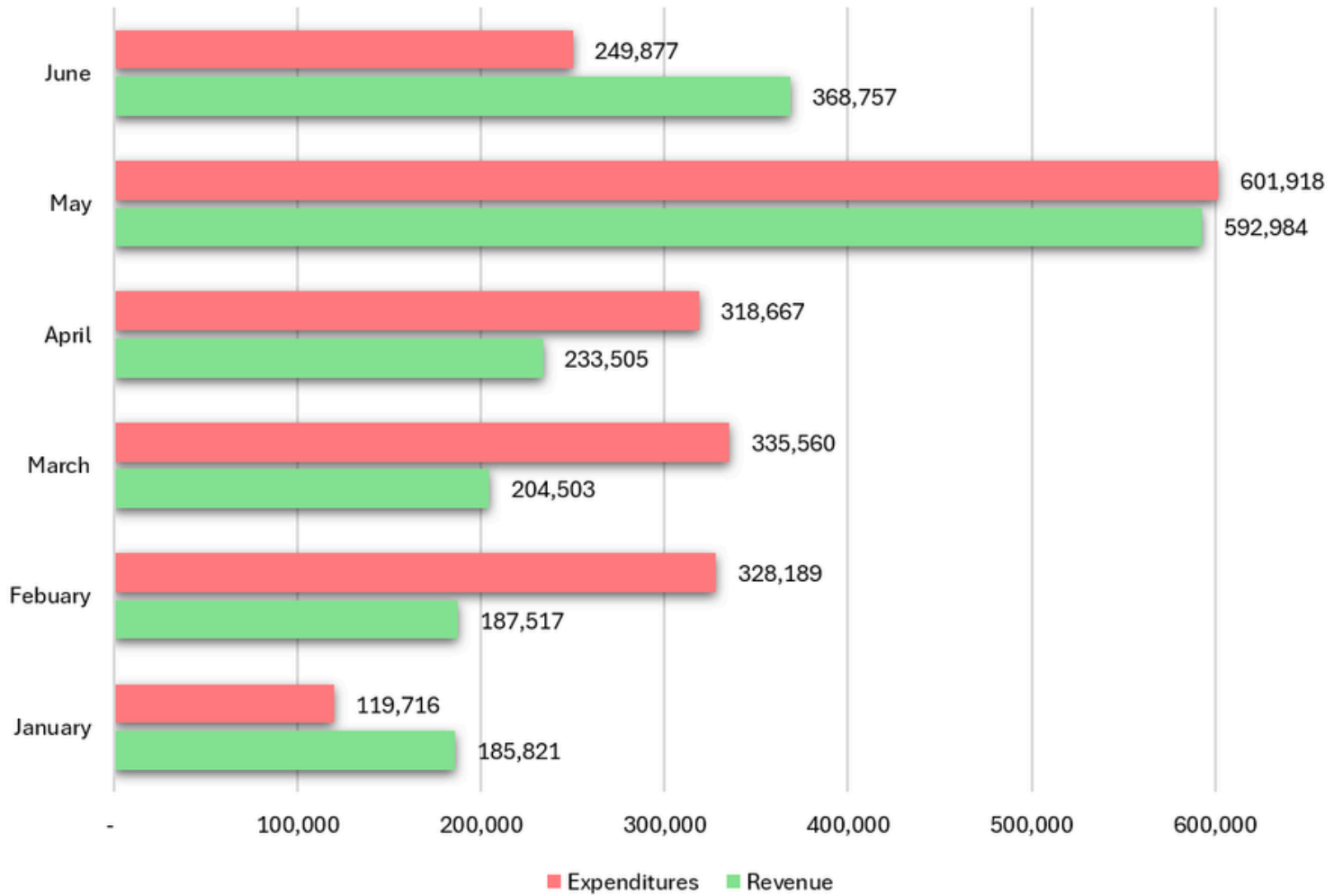
Water impact and meter impact fees have been moved to a separate fund to account for impact fee revenue and interest.

Water Enterprise Expenditures by Source - 2026 YTD



June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Personnel Costs	408,302	461,425	466,509	88%	841,171	49%
Operations	568,458	889,146	922,158	64%	1,869,142	30%
Capital Projects/Equipment	104,738	317,343	765,322	33%	1,894,000	6%
Administrative Fee	526,427	526,427	317,973	100%	1,052,854	50%
Debt Service	346,000	357,200	367,900	0%	1,272,000	27%
Total Expenditures	1,953,926	2,551,541	2,839,860	77%	6,929,167	28%

Water Enterprise Revenues and Expenditures by Month

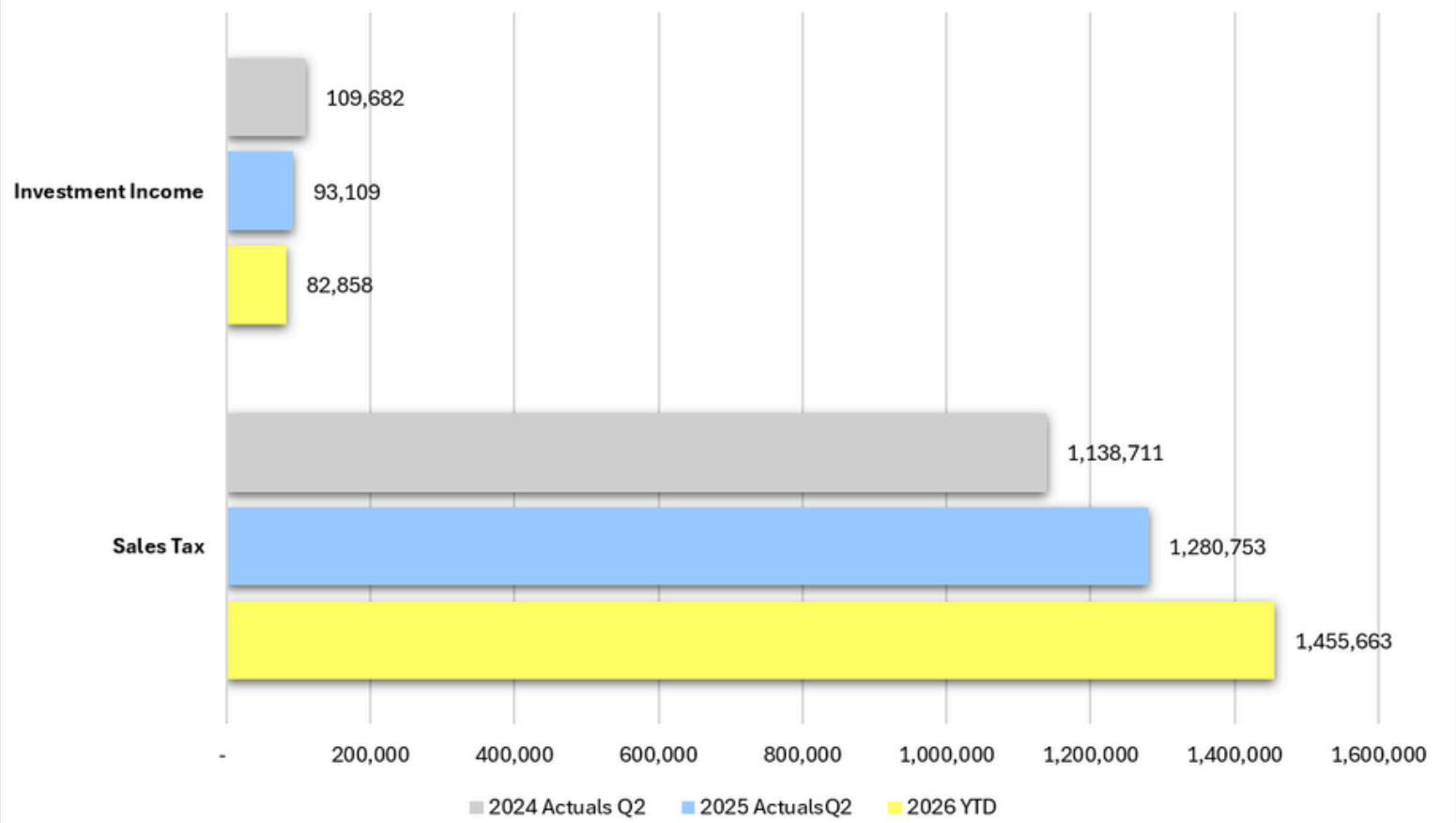


Water Enterprise Fund Revenues and Expenditures by Month

Month	Beginning Balance	Revenue	Expenditures	Ending Balance
January	\$ 11,531,854	\$ 185,821	\$ 119,716	\$ 11,597,960
February	11,597,960	187,517	328,189	11,457,287
March	11,457,287	204,503	335,560	11,326,230
April	11,326,230	233,505	318,667	11,241,069
May	11,241,069	592,984	601,918	11,232,135
June	11,232,135	368,757	249,877	11,351,015

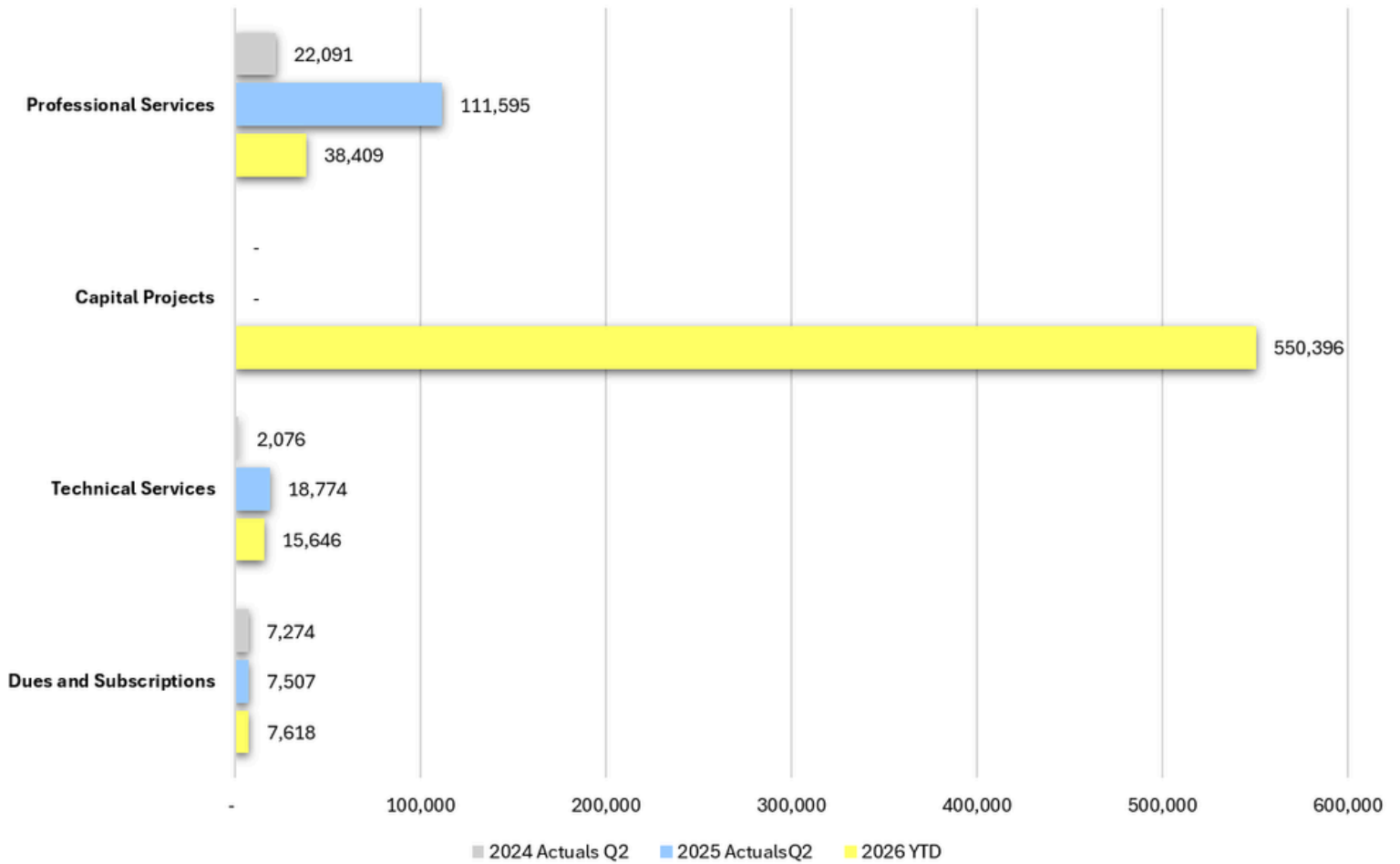
This Beginning Balance is reflective of the move of the restricted Impact Fee money

2A Water & Infrastructure Revenue by Source - 2026 YTD



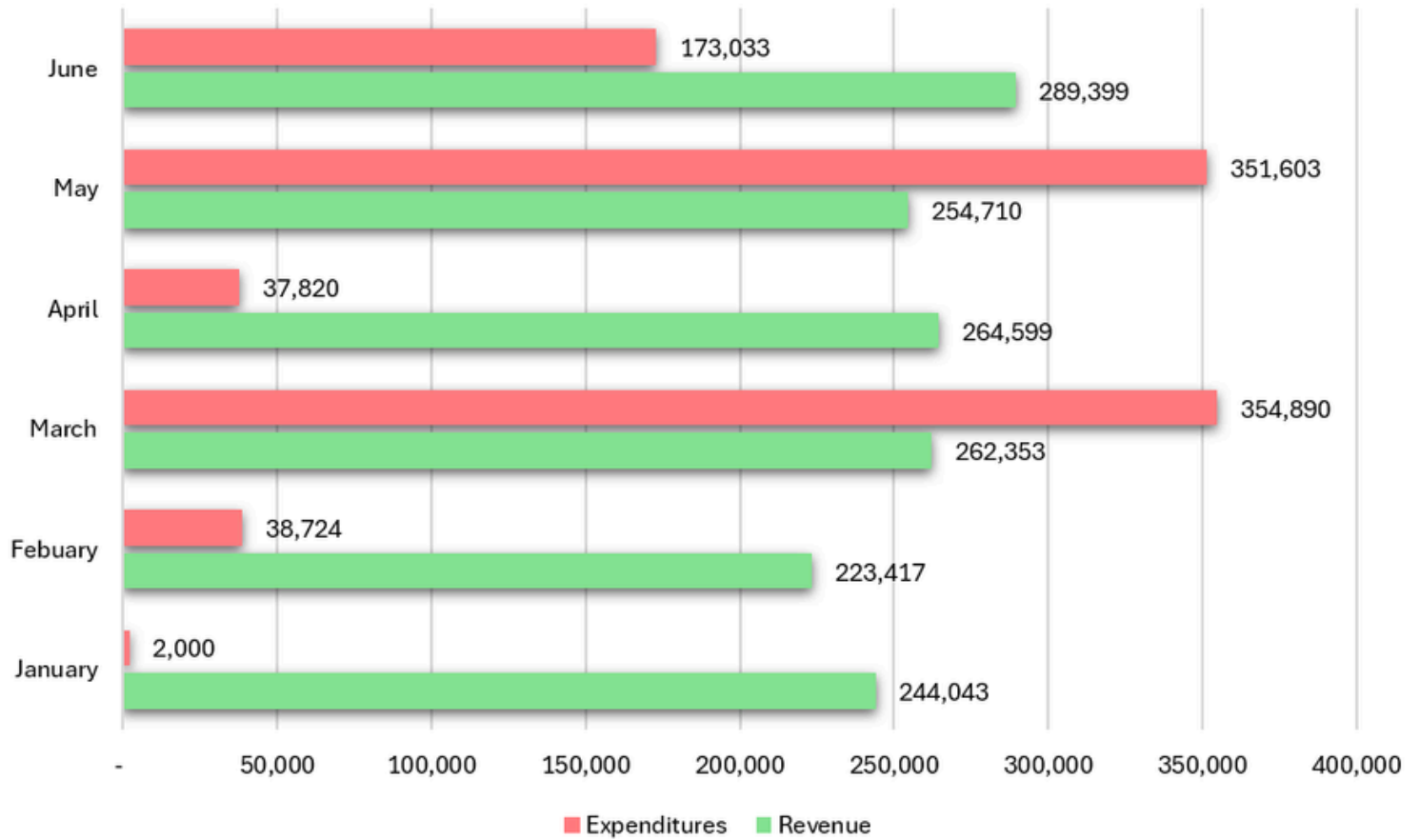
June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Sales Tax	1,455,663	1,280,753	1,138,711	114%	2,750,000	53%
Grant Revenue	-	-	-	-	-	-
Investment Income	82,858	93,109	109,682	89%	100,000	83%
Total Revenue	1,538,521	1,373,861	1,248,393	112%	2,850,000	54%

2A Water & Infrastructure Expenditures by Source - 2026 YTD



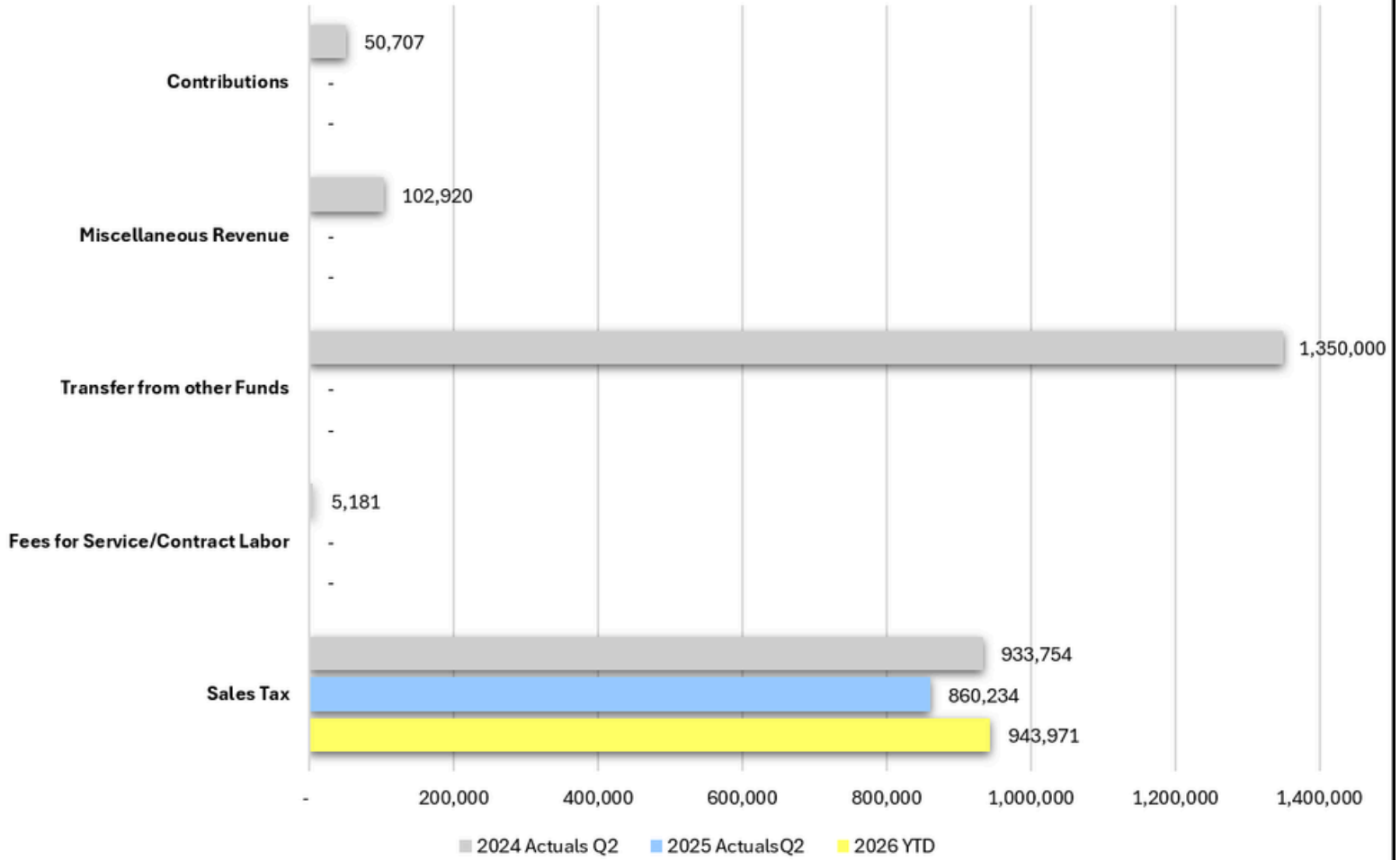
June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Dues and Subscriptions	7,618	7,507	7,274	101%	8,750	87%
Technical Services	15,646	18,774	2,076	83%	75,000	21%
Travel, Training, & Meetings	-	2	1,040	0%	-	-
Water Tank / Wells	-	-	-	0%	-	-
Water Treatment Plant	-	-	-	0%	-	-
Capital Projects	550,396	-	-	0%	7,500,000	-
Loop Water	-	-	-	0%	750,000	-
Professional Services	38,409	111,595	22,091	0%	200,000	19%
259 Beacon Lite Building	-	-	9,620	0%	50,000	-
Transfer to Water Fund	346,000	357,200	367,900	0%	1,272,000	27%
Total Expenditures	958,069	495,079	410,001	194%	9,855,750	10%

2A Water & Infrastructure Revenues and Expenditures by Month



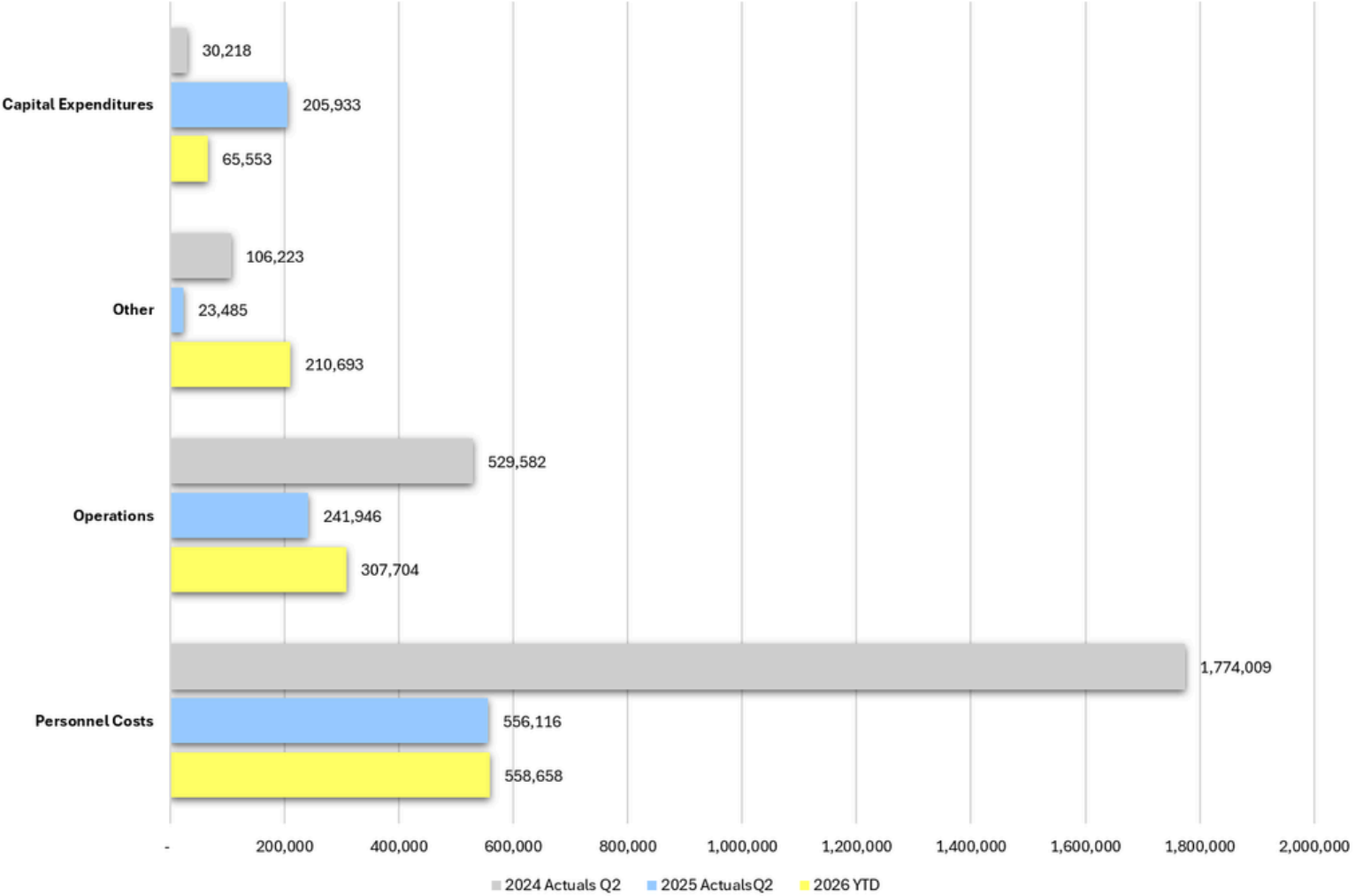
2A Water & Infrastructure Fund Revenues and Expenditures by Month				
Month	Beginning Balance	Revenue	Expenditures	Ending Balance
January	\$ 10,586,897	\$ 244,043	\$ 2,000	\$ 10,828,940
February	10,828,940	223,417	38,724	\$ 11,013,634
March	11,013,634	262,353	354,890	\$ 10,921,097
April	10,921,097	264,599	37,820	\$ 11,147,876
May	11,147,876	254,710	351,603	\$ 11,050,983
June	11,050,983	289,399	173,033	\$ 11,167,349
Total	\$ 10,586,897	\$ 1,538,521	\$ 958,069	\$ 11,167,349

2F Public Safety Revenue by Source - 2026 YTD



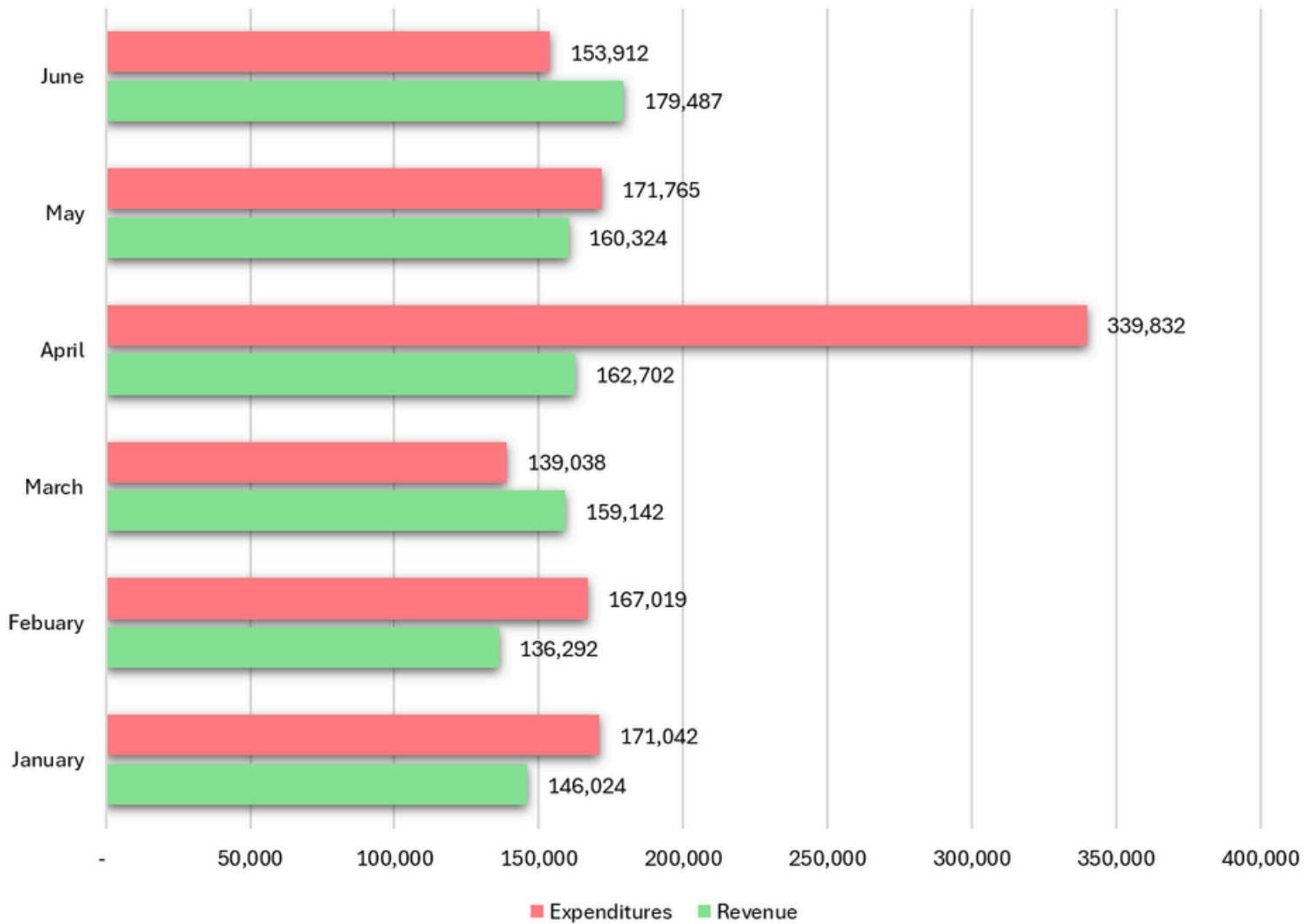
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Sales Tax	943,971	860,234	933,754	110%	1,880,000	50%
Interest Income	-	-	-	0%	-	-
Fees for Service/Contract Labor	-	-	5,181	0%	-	-
Transfer from other Funds	-	-	1,350,000	0%	-	-
Miscellaneous Revenue	-	-	102,920	0%	-	-
Contributions	-	-	50,707	0%	-	-
Net Revenue	943,971	860,234	2,442,562	110%	1,880,000	50%

2F Public Safety Expenditures by Source - 2026 YTD



June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Personnel Costs	558,658	556,116	1,774,009	100%	1,166,654	48%
Operations	307,704	241,946	529,582	58%	695,621	44%
Debt Service	-	-	-	-	-	-
Other	210,693	23,485	106,223	897%	276,987	76%
Capital Expenditures	65,553	205,933	30,218	-	40,000	-
Total Expenditures	1,142,608	1,027,479	2,440,032	111%	2,179,262	52%

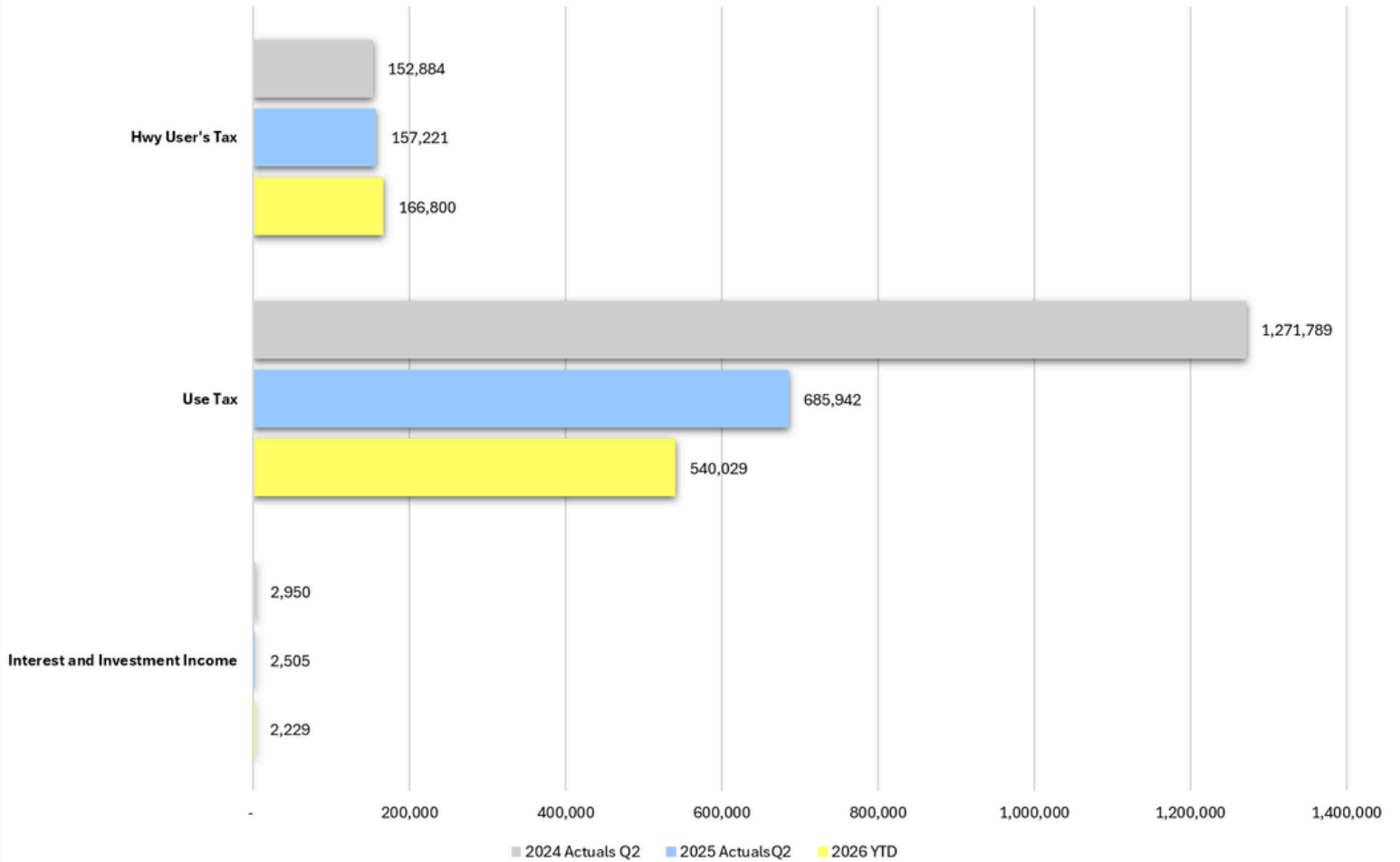
2F Public Safety Revenues and Expenditures by Month



2F Police Safety Fund Revenues and Expenditures by Month

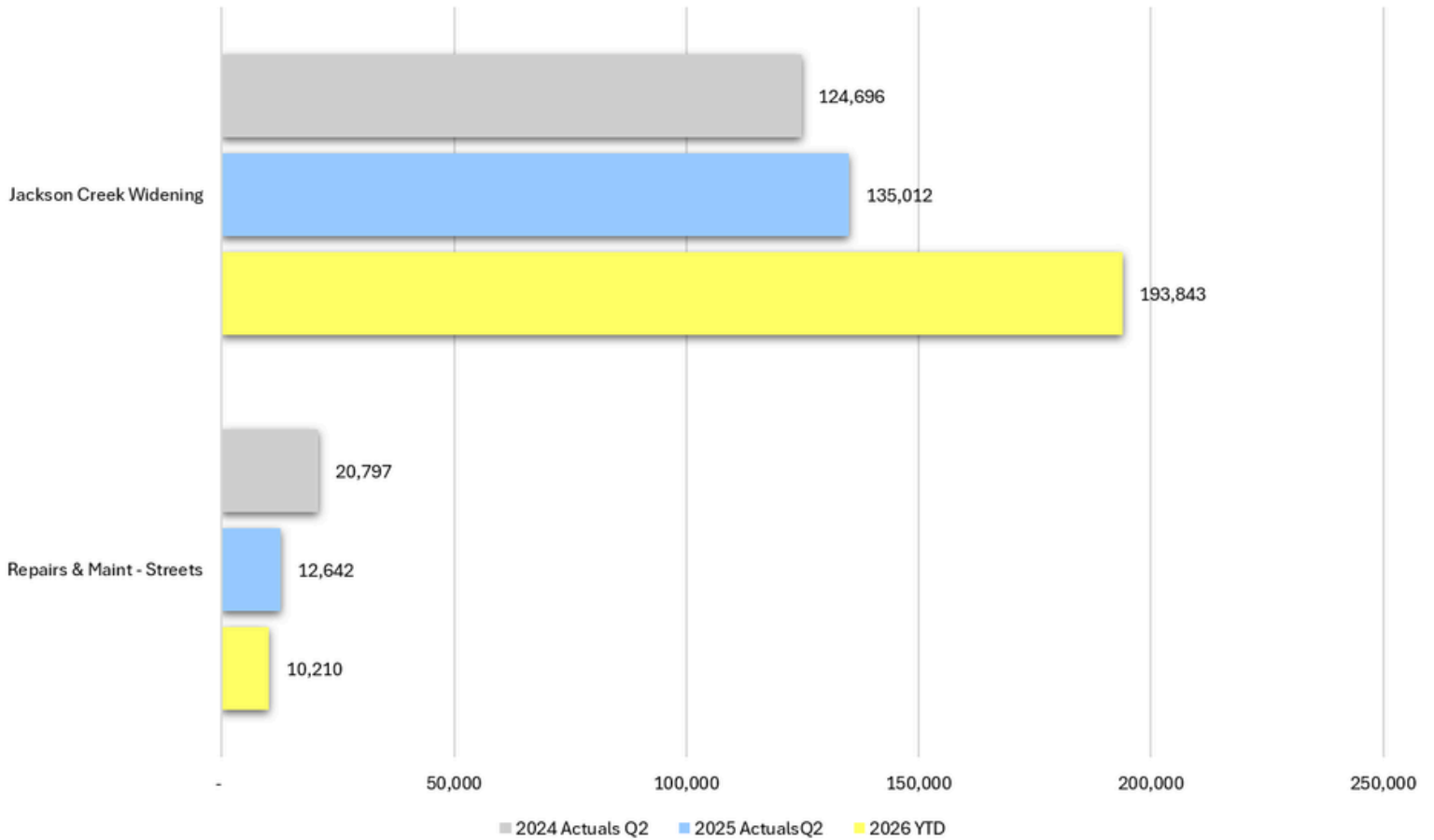
Month	Beginning Balance	Revenue	Expenditures	Ending Balance
January	\$ 568,944	\$ 146,024	\$ 171,042	\$ 543,926
February	543,926	136,292	167,019	513,199
March	513,199	159,142	139,038	533,303
April	533,303	162,702	339,832	356,173
May	356,173	160,324	171,765	344,732
June	344,732	179,487	153,912	370,307
Total	\$ 568,944	\$ 943,971	\$ 1,142,608	\$ 370,307

Capital Project Fund Revenue by Source - 2026 YTD



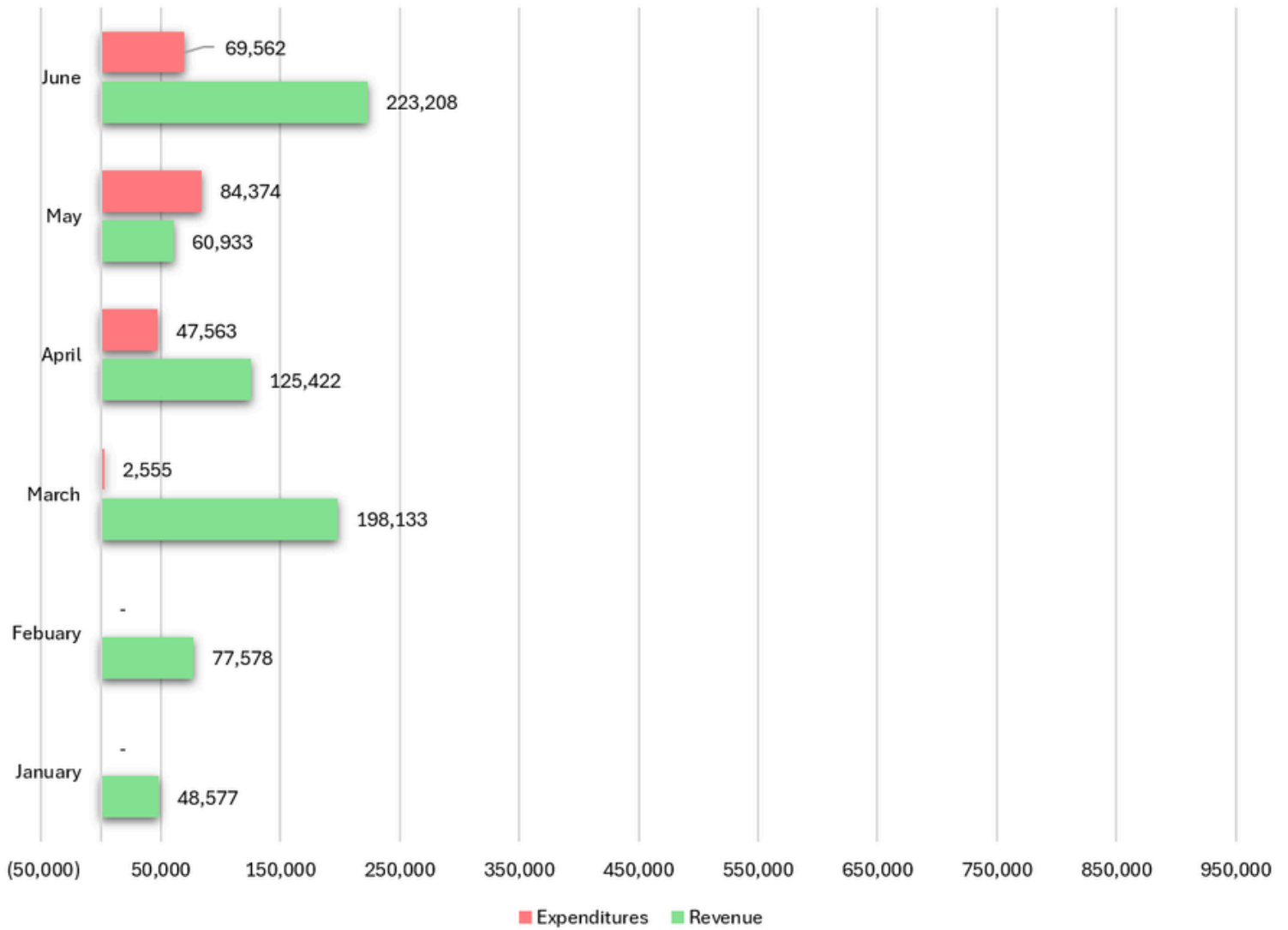
June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Interest and Investment Income	2,229	2,505	2,950	89%	2,000	111%
Use Tax	540,029	685,942	1,271,789	79%	1,000,000	54%
Hwy User's Tax	166,800	157,221	152,884	106%	380,000	44%
Road & Bridge Tax	24,792	-	23,366	0%	45,000	55%
Grant Revenue	-	-	-	0%	-	0%
Total Revenue	733,850	845,668	1,450,989	87%	1,427,000	51%

Capital Project Fund Expenditures by Source - 2026 YTD



June						
	2026 YTD	2025 ActualsQ2	2024 Actuals Q2	2026 Q2 Actuals / 2025 Q2 Actuals	2026 Budget	2026 Actuals / 2026 Budget
Curb, Gutter, & Concrete	-	-	-	0%	500,000	0%
Repairs & Maint - Streets	10,210	12,642	20,797	81%	40,000	26%
Asphalt Repairs	-	-	-	0%	500,000	0%
Jackson Creek Widening	193,843	135,012	124,696	144%	675,775	29%
Total Expenditures	204,053	147,653	145,492	138%	1,715,775	12%

Capital Project Revenues and Expenditures by Month



Capital Projects Revenues and Expenditures by Month

Month	Beginning Balance	Revenue	Expenditures	Ending Balance
January	\$ 3,392,776	48,577	-	\$ 3,441,353
February	3,441,353	77,578	-	\$ 3,518,931
March	3,518,931	198,133	2,555	\$ 3,714,509
April	3,714,509	125,422	47,563	\$ 3,792,368
May	3,792,368	60,933	84,374	\$ 3,768,927
June	3,768,927	223,208	69,562	\$ 3,922,572
Total	\$ 3,392,776	\$ 733,850	\$ 204,053	\$ 3,922,572

Sales Tax Self Collect Q2 2026 update

2026 Sales tax
August 03, 2026



SALES TAX NUMBERS

	Q2 2026
April	\$ 1,138,914
May	\$ 1,122,269
June	\$ 1,256,407
	\$ 3,517,591

Q2 Sales Tax Allocation	
2F Police Fund	\$ 502,512.97
2A Water and Infrastructure Fund	\$ 767,087.85
General Fund	\$ 1,534,175.70
TriView Metro District	\$ 713,814.19
	\$ 3,517,591



SALES TAX NUMBERS

(3 YEAR COMPARISON)

	2024	2025	2026
April	\$ 1,146,329	\$ 1,073,647	\$ 1,138,914
May	\$ 1,286,780	\$ 1,141,447	\$ 1,122,269
June	\$ 1,224,925	\$ 1,190,442	\$ 1,256,407
	\$ 3,658,034	\$3,405,536	\$3,517,591



SALES TAX NUMBERS (TOP 10 BUSINESSES)

Q2 2024	Q2 2025	Q2 2026
\$ 434,100.53	\$ 432,098.47	\$ 425,915.15
\$ 461,169.24	\$ 480,058.99	\$ 462,486.87
\$ 220,923.83	\$ 260,359.01	\$ 289,913.30
\$ 106,576.36	\$ 91,553.81	\$ 93,309.18
\$ 56,149.65	\$ 62,124.47	\$ 61,478.10
\$ 61,663.28	\$ 78,317.88	\$ 71,483.00
\$ 51,685.89	\$ 55,107.74	\$ 60,294.40
\$ 55,901.39	\$ 63,105.40	\$ 55,259.46
\$ 40,563.38	\$ 44,887.46	\$ 50,756.13
\$ 37,397.57	\$ 41,937.70	\$ 46,428.17
\$1,526,131.12	\$1,609,550.93	\$1,617,323.76
% of QUARTER SALES		
42%	47%	46%



NEW BUSINESS INFORMATION

	2026 (Jan-Jun)
In Town	10
Out of Town	563
Remote	275
TriView	8
	856

2026 Newly Added In Town Businesses

Business Name.	Business DBA	Business Address	Business City
Acu Relief LLP		212 Washington St H	Monument
Carly Thies Coffee LLC	Serranos Coffee Company	625 hwy 105	monument
CHCWest, LLC dba Veteran Coffee Roasters	Veteran Coffee Roasters	17553 White Marble Drive	Monument
Electric Propulsion Laboratory		1040 Synthes Ave	Monument
Elevated Elderberry		66 Jefferson Street	Monument
JMT Limited	Echo Salon	491 w highway 105 100	monument
Monument Storage I, LLC	New Frontier Monument	16210 Old Denver RD	Monument
Morasco LLC	McDonalds	450 Hwy 105	Monument
Ruby Rae's Vintage Tea House, Ltd.		251 Front St 8	Monument
Wicksy Daisy Candle Co, LLC	The Cottage	284 Washington St.	Monument

2026 Newly Added TriView Businesses

Account N	Business Name.	Business DBA	Business Address	Business City
509624	DNTRODDEN LLC		16239 Lark Sparrow Place	Monument
509104	Kraken Supply Company LLC		16005 Old Forest Rd Suite 301	Monument
509036	Kryden Solutions LLC		811 Saber Creek Drive	Monument
510112	Morasco LLC		765 West Baptist Road	Monument
509608	PANDA EXPRESS INC	PANDA EXPRESS #3915	16481 CINEMATIC VIEW	Monument
510056	RSET Dog Wellness 1, LLC	Scenthound Monument	810 Sky Vista Pt. Suite 110	Monument
509230	Today and Company		498 Panoramic Drive	Monument



USE TAX AUDITS

**We have completed 4 Use Tax audits
\$75,375 due to the Town
(\$27,169 will go to TriView)**

6 Use Tax audits in process



TOWN OF MONUMENT
RESOLUTION NO. 62-2026

A RESOLUTION APPROVING RELEASE AND SETTLEMENT AGREEMENT

WHEREAS, the Town of Monument (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town’s Home Rule Charter approved by the electors on November 8, 2022 (“Charter”); and

WHEREAS, the Town Council generally does not involve itself in Town employment related matters outside of its direct supervision of the Town Manager; and

WHEREAS, the Town Council has been made aware of an employment related matter that could detract from Town Staff’s effective operation of Town business and so has determined that resolution of such employment related matter is in the Town’s overall best interests; and

WHEREAS, by agreeing to resolve such employment related matter as specifically described in the Release and Settlement Agreement attached hereto as Exhibit A, the Town Council does not admit or recognize any liability or viable legal claim, but is proceeding with the resolution of the employment related matter because such resolution serves a valid business-related purpose and avoids unnecessary, distracting, and time-consuming litigation; and

WHEREAS, the Town Council authorizes the Town’s Human Resources Manager, Emily Trujillo, to sign the Release and Settlement Agreement, bind the Town to the provisions set forth in Exhibit A and take any other appropriate action to ensure the provisions therein are met.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO THAT:

Section 1. The Town Council hereby approves the terms set forth in Exhibit A and permits the Town’s Human Resources Manager, Emily Trujillo, to sign Exhibit A on its behalf as well as engage in any other actions necessary to ensure the provisions of Exhibit A are met.

PASSED AND RESOLVED by the Town Council of the Town of Monument, El Paso County, Colorado, this 3rd day of August, 2026 by a vote of for and against.

TOWN OF MONUMENT

Mitch LaKind, Mayor

ATTEST:

Tina Erickson, Town Clerk

Exhibit A

Release and Settlement Agreement



RELEASE AND SETTLEMENT AGREEMENT

READ CAREFULLY BEFORE SIGNING

This Release and Settlement Agreement (this “Agreement”) is made on the day indicated below, by and between Tom Tharnish (the “Employee”) and the Town of Monument (the “Town”), its assigns, employees, former employees, servants, agents, elected officials, appointed officials, former officials, successors, predecessors, attorneys, insurance carriers and self-insurance pools (collectively, the “Releasees”), as follows:

I. GENERAL TERMS AND CONDITIONS

NOW, THEREFORE, Employee, for the following described consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby:

REMISE, RELEASE AND FOREVER DISCHARGE the Releasees of and from any and all actions, claims and demands which exist as of the date of this Agreement, whatsoever, known and unknown, which Employee now has through the date Employee executes this Agreement, of any kind including all actions, claims and demands arising out of his employment with the Town, and those which were raised or which could have been raised in any charge of discrimination with the Colorado Civil Rights Division or the Equal Employment Opportunity Commission, and any other administrative action, lawsuit, or other type of action.

II. AGREEMENT

The Town and the Employee, for the following described consideration, the receipt and sufficiency of which is hereby acknowledged, agree as follows:

1. Consideration to the Employee. As consideration to the Employee, the Town shall:
 - a. Accept the Employee’s resignation or retirement in lieu of termination, which will be effective on July 17, 2026, and note that in the Employee’s personnel file.
 - b. Pay or cause to be paid to the Employee the total gross sum of \$37,500.00, which amount shall be considered wages. The Town shall make all applicable withholdings required by law and issue the Employee an IRS Form W-2 that includes this amount.
 - c. The check associated with the Town’s payment shall be delivered to the Employee’s address the Town currently has on file.



d. Pursuant to the Town's policies, the Employee has been paid in a lump sum via direct deposit his accrued Vacation and Sick Leave time. Employee agrees that he is not entitled to any other compensation from the Town.

e. The Town agrees to provide a neutral employment reference related to the Employee, consisting only of dates of employment, ending salary and job title(s).

2. Consideration to the Releasees. As consideration to the Releases, the Employee shall:

a. Execute this Agreement and agree to the provisions contained herein.

b. The Employee will not knowingly apply for or in any manner seek employment in any position for or with the Town.

c. The Employee agrees not to voluntarily make any public statements regarding this Agreement or the negotiations thereof.

3. Last Day of Employment; Transition. The Employee's last day of employment with the Town was July 17, 2026.

4. Medical Insurance. Upon separation, the Employee's medical insurance coverage benefits (including vision and dental) will terminate effective July 31, 2026. The Employee may be eligible to elect "COBRA" continuation of his medical insurance benefits to the extent provided by applicable state and/or federal law, and the Employee shall be responsible for any and all costs associated with such coverage.

5. Warranties of Employee. The Employee warrants as follows:

a. That no promise or agreement not herein expressed has been made to the Employee; that in executing this Agreement, the Employee is not relying upon any statement or representation made by the Releasees or Releasees' agents and servants concerning any matter or thing, but is relying solely upon his own judgment and knowledge and/or the advice of his own legal counsel; that the above mentioned consideration is received by the Employee in full settlement and satisfaction of all the aforesaid claims and demands, whatsoever, whether said claims be in tort, contract, by statute or otherwise; including, but not limited to, any claims based upon Title VII, 42 U.S.C. 1983, the Americans with Disabilities Act, the Age Discrimination in Employment Act, the First Amendment, the Fair Labor Standards Act, the Family Medical Leave Act, USERRA, and the Colorado Anti-Discrimination Act; that it is the Employee's clear intention to fully and forever



release the Releasees from any and all claims, even if there may presently exist a mistaken belief on the part of the Employee as to the present nature and extent of his claims through the date of the execution of this Agreement; that a portion of the consideration provided to the Employee hereunder is being provided for the Employee's voluntary assumption of the risk that the Employee has undiscovered claims for relief or claims for further damages in the future; that this Agreement was arrived at in good faith, at arm's length and after negotiation; that the above mentioned monetary consideration is received by the Employee in full settlement and satisfaction of any claims which the Employee may have for attorney's fees or costs pursuant to 42 U.S.C. § 1988 or pursuant to any other statutory or common law authority; that the Employee is over the age of 18 years and legally competent to execute, appreciate and fully understand this Agreement; that no claims for loss of consortium exist; AND THAT BEFORE SIGNING AND SEALING THIS AGREEMENT, THE EMPLOYEE HAS FULLY INFORMED HIMSELF OF ITS CONTENT AND MEANING AND HAS EXECUTED THIS AGREEMENT WITH FULL KNOWLEDGE AND UNDERSTANDING THEREOF.

b. That there are no assignees, subrogees or other third parties who have a right to participate in this Agreement or receive any of the consideration provided hereunder. The Employee agrees to indemnify, defend and hold forever harmless the Releasees of and from any and all further claims which may be made against the Releasees by any person, firm or corporation acting for the Employee or asserting a derivative claim from the Employee.

c. That there are no administrative proceedings or administrative complaints, including with the Equal Employment Opportunity Commission or the Colorado Civil Rights Commission, which are currently pending and which relate in any way to his employment with the District or which relate to the other Releasees identified herein. To the extent that the Employee is mistaken and there currently is pending any such administrative proceeding, the Employee will immediately, upon learning of the existence of that proceeding, take all reasonable action to withdraw it. The Employee further agrees not to institute any proceedings arising out of his employment against the Releasees by filing a charge or complaint with the Equal Employment Opportunity Commission or the Colorado Civil Rights Commission.

d. That the Employee has not received benefits or payments from Medicare or Medicaid related to matters covered or relevant to this Release.

6. No Admission of Liability. The Employee acknowledges that the Releasees deny any liability on their part and this Agreement is not to be construed, in any way, as an admission of liability on the part of the Releasees regarding any potential claims the Employee may have regarding the Employee's employment with the Town. This Agreement is only a settlement of possible disputed claims, done for purely economic reasons. The Employee acknowledges that the Town and its Council strenuously and unequivocally deny any liability.



7. Confidentiality. As part of the consideration to the Releasees, the Employee agrees that he must keep the terms and conditions of this Agreement, the negotiations relating hereto and the actual Agreement strictly confidential, except as stated below. The Employee shall not release any information concerning the settlement reflected by this Agreement or the terms and conditions of the Agreement, nor shall the Employee discuss that information with any third party, except as follows:

a. The Employee may disclose the terms of this Agreement to his immediate family members, religious advisor, medical or mental health provider, mental or behavioral health therapeutic support group, attorneys, accountants, or for tax purposes, if necessary, to any relevant taxing authority or agencies. The Employee shall instruct or request, as is appropriate, any person or entity to whom he discloses the terms of this settlement to keep such disclosures confidential.

b. The Employee may disclose the terms of this Agreement to the extent required by order of court. If disclosure is ordered by a court of competent jurisdiction, only the specific information so ordered will be disclosed. The Employee agrees that he will not take any action to invalidate this Agreement or to apply to a court of law to set aside this provision of confidentiality.

c. Pursuant to C.R.S. § 24-34-407, the Employee agrees that this Section 6 does not limit his ability to disclose or discuss the underlying facts of any alleged discrimination or unfair employment practice.

d. The Employee may disclose the terms of this Agreement to any local, state, or federal government agency for any reason, including disclosing the existence and terms of a settlement agreement without notifying the Town;

e. The Employee recognizes and agrees that the Town is subject to the Colorado Open Records Act ("CORA") and cannot agree to keep this Agreement confidential should it be requested pursuant to a valid CORA request.

f. The disclosure of the underlying facts of any alleged discriminatory or unfair employment practices within the parameters set forth above does not constitute disparagement;

g. By signing below, the parties to this Agreement attest to compliance with C.R.S. § 24-34-407(1).

h. It is fully understood by the Employee that this Section 7 is an integral part of the Agreement. In any successful action for breach of this confidentiality provision, the Town may be



entitled to injunctive relief. Further, if any action is commenced to enforce this confidentiality provision, the prevailing party shall be entitled to recover his/its reasonable costs and attorney fees.

i. The Employee also agrees to keep sensitive Town information confidential, including but not limited to protected health or proprietary information.

8. Income Tax Consequences. The Employee warrants that no opinions or statements have been made to him by any Releasee, or any of Releasee's agents or employees, relating to any income tax consequences of the payments made under this Agreement. The Employee agrees to indemnify, defend and hold harmless the Releasees from any and all claims with respect to the income tax consequences of the payment made under this Agreement asserted by any taxing authority, including the United States Government or its Internal Revenue Service.

9. Older Worker Benefit Act and Age Discrimination in Employment Act. Employee agrees that he has been advised that:

a. This Agreement does not apply to any claims that may arise after the effective date of this Agreement. The effective date ("Effective Date") is 7 days after the date this Agreement has been signed by Employee and not revoked;

b. Employee has been and hereby is advised of Employee's right to consult with legal counsel prior to executing this Agreement. Employee acknowledges that he has been advised to so consult and that he has so consulted;

c. Employee has 7 calendar days following the execution of this Agreement to revoke it. Written notice of such revocation shall be provided to Ashley Hernandez-Schlagel, the District's General Counsel, on or before 5 p.m. on the 7th calendar day.

10. Miscellaneous Provisions.

a. This Agreement contains the entire understanding of the Parties hereto with respect to its subject matter and supersedes all prior oral and written understandings and agreements between the Parties.

b. This Agreement shall be binding upon the Employee, his heirs, administrators, personal representatives, assigns and subrogees, if any, as well as all other persons, firms or corporations acting on the Employee's behalf or asserting a derivative claim.

c. The Employee and the Town agree that each shall bear their own costs, including attorney fees related to this action, except as set forth herein.



d. The Parties have participated and had an equal opportunity to participate in the drafting of this Agreement. No ambiguity shall be construed against any Party based upon a claim that either Party was a drafter.

e. The Parties warrant and acknowledge that this Agreement is clear, convincing, specific, unequivocal, and they have not entered into it under any duress and instead have done so of their own volition.

f. This Agreement may be executed in two counterparts, each of which shall be an original, but all of which, together, shall constitute one and the same instrument. The Parties consent to the use of electronic signatures and agree that the transaction may be conducted electronically pursuant to the Uniform Electronic Transactions Act, § 24-71.3-101, et seq., C.R.S. The Agreement and any other documents requiring a signature may be signed electronically by either Party. The Parties agree not to deny the legal effect or enforceability of the Agreement, solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature on the grounds that it is an electronic record or an electronic signature or that it is not in its original form or is not an original.

g. This Agreement shall be governed by the laws of the State of Colorado and any dispute arising hereunder shall be adjudicated in a court of competent jurisdiction.

-END OF AGREEMENT-

EMPLOYEE

Tom Tharnish



THE TOWN OF MONUMENT, COLORADO

By:

Emily Trujillo, Human Resources

MY TIME WITH MONUMENT

Emma Beery

Finance Intern

20
26





ABOUT ME

- I grew up in Monument
- I graduated from Palmer Ridge High School in 2024
- I participated in the Bearbotics program
- I am currently attending Loyola University Chicago pursuing a Bachelor's degree in Political Science
- Following this, I am going to DC for a fall semester internship program

WHAT I'VE DONE

- Written grant narratives to fund infrastructure projects
- Created the CIP document
- Created the 2027 preliminary budget document in alignment with national guidelines
- Created the updated fee schedule document
- Assisted in completing monthly bank reconciliations
- Assisted planning with scanning historical documents
- Assisted GIS with 4th of July preparation





WHAT I'VE LEARNED

- How a local government operates
- How budget and cost allocation plans should be created and implemented
- How grants support local communities
- How infrastructure investments shape a community
- The importance of long-term planning
- The role of taxes in local government
- The value of collaboration

THANK YOU
FOR YOUR TIME

QUESTIONS?

TOWN OF MONUMENT

ORDINANCE NO. 19-2026

**AN ORDINANCE SUBMITTING TO THE ELIGIBLE
ELECTORS VOTING IN THE TOWN'S REGULAR
ELECTION, TO BE HELD NOVEMBER 3, 2026, A
BALLOT ISSUE INCREASING THE USE TAX RATE,
AND CONTINGENT UPON ELECTOR APPROVAL,
AMENDING THE MONUMENT MUNICIPAL CODE
TO PROVIDE FOR THE SAME.**

WHEREAS, the Town of Monument ("Town") is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town's Home Rule Charter approved by the electors on November 8, 2022 ("Charter"); and

WHEREAS, the members of the Town Council ("Council") have been duly elected and qualified; and

WHEREAS, pursuant to Article X, Section 20, of the Colorado Constitution ("TABOR") and Section 4.2 of the Charter, the Town is authorized to submit ballot issues proposing new taxes to its eligible electors at its regular municipal election, which next occurs on November 3, 2026 ("Election"); and

WHEREAS, the Town codified in Title 3, Chapter 3.10 of the Monument Municipal Code as amended, application of a 2% use tax rate to the use or consumption of certain construction materials and construction equipment, and to the use, consumption, or storage of certain vehicles; and

WHEREAS, the Council finds that the public interest and necessity require submitting to the eligible electors of the Town the question of increasing the Town's use tax rate by 1.5%, thereby imposing a total use tax rate of 3.5%, and allowing the Town to collect, retain, and spend all revenues generated from the Town's total use tax rate; and

WHEREAS, the Council hereby determines that such question should be presented to the electors at the Election, in accordance with the provisions of the Charter, the Uniform Election Code of 1992, and TABOR; and

WHEREAS, this Ordinance was introduced by title, considered at public hearing, and voted upon at the regular meeting of the Council on August 3, 2026.

**THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO,
ORDAINS:**

Section 1. Incorporation. The recitals set forth above are incorporated and ordained as if set forth in this section in full.

Section 2. Amendment to Title 3, Chapter 3.10 of the Monument Municipal Code. Subject to voter approval as provided in Section 6 of this Ordinance, Section 3.10.010 of the Monument Municipal Code is hereby amended by adding the capitalized, double-underlined text and deleting the stricken text as follows:

There is hereby levied and there shall be collected and paid a use tax of ~~two~~ THREE AND ONE-HALF percent (3.5%) by every person exercising the taxable privilege of using or consuming in the Town construction materials, construction equipment for a period of more than thirty (30) consecutive days, and for the privilege of storing, using or consuming in the Town any motor or other vehicles purchased at retail on which registration is required, as set forth in Section 29-2-109, C.R.S. REVENUE FROM THE USE TAX SHALL BE USED FOR CAPITAL PROJECTS.

Section 3 Use Tax Exemptions. The use tax shall not apply to those activities set forth in Section 3.10.030 of the Monument Municipal Code, and;

- a. The use tax shall not apply to the storage, use, or consumption of any article of tangible personal property, the sale or use of which has already been subjected to a legally imposed sales or use tax of another statutory or home rule county equal to or in excess of that imposed by the Town. A credit shall be granted against the use tax imposed by the Town with respect to a person's storage, use, or consumption in the Town of tangible personal property purchased by him or her in a previous statutory or home rule county. The amount of the credit shall be equal to the tax paid by him or her by reason of the imposition of a sales or use tax of the previous statutory or home rule county on his or her purchase or use of the property. The amount of the credit shall not exceed the tax imposed as set forth in Section 2 of this Ordinance.

Section 4. Submission to Registered Electors. A special election of the eligible electors of the Town shall be held on Tuesday, November 3, 2026, in coordination with the El Paso County Clerk, at which Election there shall be submitted to the eligible electors of the Town the question of increasing the use tax rate as stated in the form of the ballot title set forth in Section 6 of this Ordinance.

Section 5. Duration. Subject to Section 6 of this Ordinance, the use tax increase shall commence for collection purposes on January 1, 2027, and continue until repealed by ordinance.

Section 6. Election and Ballot Title. Before the tax increase provided in this Ordinance shall become effective, it shall be submitted to and receive the approval of a

majority of the eligible electors of the Town voting thereon at the Election. The ballot title for the use tax increase shall be in substantially the following form:

BALLOT ISSUE NO. ;

SHALL TOWN OF MONUMENT TAXES BE INCREASED \$2,272,500 ANNUALLY (FIRST FULL FISCAL YEAR DOLLAR INCREASE), AND BY SUCH AMOUNTS AS ARE GENERATED ANNUALLY THEREAFTER FROM INCREASING THE TOWN'S USE TAX BY THE RATE OF 1.5% ON USE OF CONSTRUCTION AND BUILDING MATERIALS AND STORING, USING, OR CONSUMING ANY MOTOR OR OTHER VEHICLE ON WHICH REGISTRATION IS REQUIRED WITHIN THE TOWN, UNLESS AN EXEMPTION AS DESCRIBED IN ORDINANCE NO. 19-2026 OR §3.10.010 OF THE MUNICIPAL CODE APPLIES; SUCH TAX INCREASE TO BEGIN ON JANUARY 1, 2027 WITH REVENUE FROM THE TOTAL USE TAX TO BE USED FOR CAPITAL PROJECTS, INCLUDING BUT NOT LIMITED TO:

- STREETS, ROADS, BRIDGES, AND SIDEWALKS; AND
- STORMWATER IMPROVEMENTS;

AND SHALL THE TOWN BE AUTHORIZED TO COLLECT, RETAIN AND SPEND THE PROCEEDS FROM SUCH TAX AND ANY INVESTMENT INCOME EARNED FROM SUCH PROCEEDS AS A VOTER-APPROVED REVENUE CHANGE UNDER SECTION 20 OF ARTICLE X OF THE COLORADO CONSTITUTION OR ANY OTHER LAW?

YES _____

NO _____

Section 7. Codification. To implement the use tax increase provided herein, the Monument Municipal Code is amended as set forth in Section 2 of this Ordinance, contingent upon approval of the use tax increase by the eligible electors of the Town at the Election and effective upon the certification of the results of the Election indicating that Ballot Issue No. __ was approved.

Section 8. Publication. Pursuant to Subsection 6.5(3) of the Charter and Subsection 2.04.040(F) of the Monument Municipal Code, upon approval this Ordinance shall be published on the Town's official website in full for not less than ten (10) days.

Section 9. Authentication and Filing. Upon passage this Ordinance shall be authenticated by the Mayor and Town Clerk and maintained by the Town Clerk in such form as is sufficient to assure reasonable access by the public. Failure to authenticate any ordinance shall not invalidate it or suspend its operation.

Section 10. Effective Date. This Ordinance shall become effective and be in full force and effect ten (10) days after final publication.

Section 11. Severability. If any portion of this Ordinance or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications of the Ordinance which can be given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

INTRODUCED, **PASSED, and ADOPTED/REJECTED**, by the Town Council of the Town of Monument, Colorado this 3rd day of August, 2026 by a vote of ___ for and ___ against.

TOWN OF MONUMENT, COLORADO

By: _____
Mitch LaKind, Mayor

Attest:

Tina Erickson, Town Clerk

CERTIFICATE OF PUBLICATION

I, the duly qualified and Town Clerk of the Town of Monument, Colorado, do hereby certify the foregoing Ordinance No. 19-2026 was approved by the Town Council of the Town of Monument at its regular meeting held on the ____ day of August, 2026, and was published on _____, 2026, on the Town's official website for not less than ten (10) days, as shown on the attached Exhibit A.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Monument, Colorado, this _____ day of _____, 2026.

Tina Erickson, Town Clerk

(S E A L)

Exhibit A to Certificate of Publication
[Screenshot showing date and time of website publication]



MEMORANDUM

TO: The Honorable Mayor Pro Tem, and Town Council
Madeline VanDenHoek, Town Manager

FROM: Jenna Gorney, Senior Planner

DATE: August 3, 2026

SUBJECT: Ordinance No. 15-2026 - An Ordinance Granting Approval of the Falcon Commerce Center Phase 2 Preliminary PUD Plan Major Amendment, located in the south 43 acres of Falcon Commerce Center [Public Hearing, Continued]

Ordinance No. 16-2026 – An Ordinance Granting Approval of the Santa Fe Meadows Final PUD Plan, located in the south 43 acres of Falcon Commerce Center [Public Hearing, Continued]

APPLICATION RESOURCES [\[LINK\]](#)

BACKGROUND.

On July 6, 2026, Town Council reviewed and considered the Falcon Commerce Center Phase 2 Preliminary PUD Plan Major Amendment concurrently with the Santa Fe Meadows Final PUD Plan. A copy of staff's July 6, 2026, memorandum to Town Council is attached with this agenda item and included in the application resources noted above.

During Council's discussion, Town Council members expressed concerns related to the project's potential impact on the United States Air Force Academy (USAFA) operations based on the proximity of USAFA property to the immediate south. Additional concerns were raised regarding how USAFA operations would impact future residents that purchased homes in the Santa Fe Meadows development.

Specifically, Council discussion focused on whether sufficient coordination had occurred with USAFA regarding potential participation in the Department of Defense Readiness and Environmental Protection Integration (REPI) Program, which could help preserve compatible land uses near military installations. Additional concerns were raised about the proposed conservation easement and the potential for wildlife and bird attraction, creating Bird/Wildlife Aircraft Strike Hazard (BASH) risks for nearby USAFA aircraft, helicopters, and unmanned aerial vehicle operations occurring approximately 1,500–1,600 feet from the development. Council members emphasized the importance of understanding and mitigating any potential impacts to USAFA's current and future mission before proceeding with the project.

As a result of these concerns, Council members expressed a desire for further engagement with USAFA representatives before taking final action on the PUD Amendment or Final PUD Plan, in order to better understand the Academy's concerns regarding mission compatibility. The overall direction from Council was that additional dialogue with USAFA would be valuable to ensure the project does not adversely affect the Academy's current or future missions and that future residents are adequately informed of and protected from potential operational impacts.

Council members directed staff to arrange a meeting with Councilmembers Kimple and Smith, Town staff, the applicant/developer, and USAFA representatives to discuss concerns.

To facilitate this discussion, Council voted to continue both Ordinance No. 15-2026 (Falcon Commerce Center Phase 2 Preliminary PD Major Amendment) and Ordinance No. 16-2026 (Santa Fe Meadows Final Planned Development) to the **August 3, 2026**, Town Council meeting. The continuation was intended to provide sufficient time for the meeting to occur and for any information obtained from USAFA to be considered before a final decision. Council Members Kimple and Smith were appointed to represent the Town in the meeting. Council emphasized that the purpose of the meeting was not to stop the project, but rather to identify opportunities for collaboration and ensure that potential impacts are fully understood and addressed.

As of the date of this memorandum, a joint meeting with USAFA, Councilmembers Kimple and Smith, Town staff, and the Developer has not occurred due to USAFA scheduling constraints. Accordingly, Staff recommends continuing consideration and public hearings for Ordinance Nos. 15-2026 and 16-2026 to August 17, 2026, to allow additional time for all parties to meet and determine the appropriate course of action.

RECOMMENDED ACTIONS

1. I move to continue the public hearing in consideration of Ordinance No. 15-2026, an Ordinance granting approval of the Falcon Commerce Center Phase 2 Preliminary Plan Major Amendment, located in the south 43 acres of Falcon Commerce Center – Area D, to August 17, 2026.
2. I move to continue the public hearing in consideration of Ordinance No. 16-2026, an ordinance granting approval of the Final Planned Unit Development Plan for Santa Fe Meadows, located in the south 43 acres of Falcon Commerce Center, to August 17, 2026.

ATTACHMENTS AND LINKED DOCUMENTS.

All Resources [\[link\]](#)

1. TC Staff Presentation, dated 7/6/2026 [\[link\]](#)
2. TC Staff Memorandum, dated 7/6/2026 [\[link\]](#)
3. Applicant Transmittal (1), USAFA Communications (3)
4. Applicant Narrative [\[link\]](#)
5. Falcon Commerce Center Preliminary PUD Major Amendment, prepared by A. Roman, N.E.S. Inc., dated 02/04/2026 [\(clouded\)\(unclouded\)](#)
6. Falcon Commerce Center Preliminary PUD Plan, prepared by N.E.S. Inc., recorded 08/16/2022 [\[link\]](#)
7. Santa Fe Meadows Final PUD Plan, prepared by A. Roman, N.E.S. Inc., dated 06/10/2026 [\[link\]](#)
8. Planning Commission Staff Report, dated June 10, 2026 [\[link\]](#)
9. Planning Commission Minutes, dated June 10, 2026 [\[link\]](#)
10. Ordinance No.15-2026, An Ordinance granting approval of the Falcon Commerce Center Phase 2 Preliminary Plan Major Amendment
11. Ordinance No.16-2026, An Ordinance granting approval of the Final PUD Plan for Santa Fe Meadows



MEMORANDUM

TO: The Honorable Mayor and Town Council
FROM: Jenna Gorney, Senior Planner
DATE: July 6, 2026
SUBJECT: Ordinance No. 15-2026 - An Ordinance Granting Approval of the Falcon Commerce Center Phase 2 Preliminary PUD Plan Major Amendment, located in the south 43 acres of Falcon Commerce Center [Public Hearing]

Ordinance No. 16-2026 – An Ordinance Granting Approval of the Santa Fe Meadows Final PUD Plan, located in the south 43 acres of Falcon Commerce Center [Public Hearing]

BACKGROUND.

The Applicant, Elite Properties LLC (AKA Classic Homes), is requesting approval of a Major Amendment to the Preliminary Planned Unit Development (PPUDMA) for Falcon Commerce Center Phase 2 and approval of a Final PUD (FPUD) for Santa Fe Meadows in Area D of the Falcon Commerce Center. Area D (the “Subject Property”) is approximately 42.66 acres located at the south end of Terrazzo Drive in the Falcon Commerce Center, adjacent to the Santa Fe Trail and the United States Air Force Academy.

Development of the Subject Property is currently governed by the terms established by [Resolution No. 56-2022](#), a resolution approving a Preliminary PUD (PPUD) for Falcon Commerce Center Phase 2. Under the provisions of the aforementioned PPUD, the Subject Property is approved for 500 residential units or 205,840 sf of non-residential uses. The proposed development will contain 59% or 295 less residential units, thus requiring the Applicant to request PPUDMA and FPUD Approval under the Town’s Land Use provisions for PUD Amendments ([Sec 18.03.470](#)).

On June 10, 2026, the Planning Commission held public hearings for both requests and unanimously recommended approval for both requests. A copy of the Staff Report to Planning Commission and the draft June 10 Planning Commission meeting minutes are attached with this transmittal.

DETAILS.

The Santa Fe Meadows Final PUD Plan includes the development of a 205-lot residential community on approximately 42.67 acres, consisting of 135 single-family detached homes and 70 townhome units. Compared to previous approvals, the plan significantly reduces residential density by approximately 59 percent, resulting in lower traffic generation and a

reduced overall development intensity while maintaining compliance with all applicable zoning and development standards. The community is designed to provide a diverse range of housing options and incorporates neighborhood parks, open space amenities, and trail connections to the regional Santa Fe Trail system. Utilizing existing infrastructure and adhering to Town design and development requirements, the Final PUD Plan is consistent with the approved Preliminary PUD, satisfies all applicable review criteria, and provides a compatible, high-quality residential component within the larger mixed-use Falcon Commerce Center development.

The development was reviewed and considered by the Town engineer and the Town's referral agencies and partners, including Monument Fire District, Forest Lakes Metropolitan District, School District 38, and the United States Air Force Academy. All concerns expressed, including potential noise impacts by area USAFA training activities, were addressed by the Applicant during this review and confirmed during the Planning Commission public hearing on June 10, 2026 (see June 10, 2026, PC Staff Report).

FINDINGS OF FACT.

On June 10, 2026, the Planning Commission held public hearings for both requests and unanimously recommended approval for both requests based on the following Findings of Fact:

1. The proposed Major Amendment to the Falcon Commerce Center Phase 2 Preliminary Planned Unit Development will not adversely affect the quality, character, or long-term development vision of Area D or the overall Falcon Commerce Center Phase 2 PUD. Rather, the amendment reduces residential density and transitions the approved housing mix from multifamily to single-family attached and detached residential development. This change decreases anticipated traffic generation, lowers overall development intensity, and provides housing opportunities that are more responsive to current market demands within the Town of Monument. The proposed amendment remains compatible with surrounding land uses and continues to support the goals and objectives established for the Falcon Commerce Center development.
2. The proposed Final Planned Unit Development (PUD) Plan for Santa Fe Meadows meets the applicable review criteria set forth in Section 18.03.460(D) of the Land Development Code and is consistent with the approved Preliminary PUD. The plan demonstrates compliance with applicable development standards and provides for orderly, coordinated development that is compatible with surrounding land uses and supported by adequate public infrastructure and services.

SUGGESTION ACTION 1.

I move to **ADOPT/DENY** Ordinance No.15-2026, an Ordinance granting approval of the Falcon Commerce Center Phase 2 Preliminary Plan Major Amendment, located in the south 43 acres of Falcon Commerce Center – Area D, supported by the attached and linked exhibits together with the Findings of Fact provided in the Staff Report.

SUGGESTED ACTION 2.

I move to **ADOPT/DENY** Ordinance No. 16-2026, an ordinance granting approval of the Final Planned Unit Development Plan for Santa Fe Meadows, located in the south 43 acres of Falcon Commerce Center, supported by the attached and linked exhibits together with the Findings of Fact provided in the Staff Report, subject to the following conditions:

1. Approval of the Final PUD Plan for Santa Fe Meadows is contingent upon Town Council approval of the proposed Major PUD Amendment for Falcon Commerce Center Phase 2 Preliminary PUD.
2. Submittal of the Final Plat application materials for the Santa Fe Meadows Final PUD shall include a geotechnical report in order to address the presence of shallow groundwater in proximity to the proposed detention ponds.

ATTACHMENTS AND LINKED DOCUMENTS.

1. Staff Presentation
2. Applicant Narrative [\[link\]](#)
1. Falcon Commerce Center Preliminary PUD Major Amendment, prepared by A. Roman, N.E.S. Inc., dated 02/04/2026 (clouded) [\[link\]](#), (unclouded) [\[link\]](#)
2. Falcon Commerce Center Preliminary PUD Plan, prepared by N.E.S. Inc., recorded 08/16/2022 [\[link\]](#)
3. Santa Fe Meadows Final PUD Plan, prepared by A. Roman, N.E.S. Inc., dated 06/10/2026 [\[link\]](#)
4. Planning Commission Staff Report, dated June 10, 2026 [\[link\]](#)
5. Draft Planning Commission Minutes, dated June 10, 2026 [\[link\]](#)
6. Ordinance No.15-2026, An Ordinance granting approval of the Falcon Commerce Center Phase 2 Preliminary Plan Major Amendment
7. Ordinance No.16-2026, An Ordinance granting approval of the Final PUD Plan for Santa Fe Meadows

Santa Fe Meadows Major PUD Amendment & Final PUD Plan

Staff Presentation

Town Council Meeting – 7/6/2026



INTRODUCTION

The applicant, Elite Properties of America LLC, requests approval of a Major Planned Unit Development (PUD) Amendment for Falcon Commerce Center Phase 2 and a Final PUD Plan for Santa Fe Meadows.

The amendment revises Area D to allow both detached and attached single-family uses instead of multifamily, and a density reduction of 59% representing a shift toward a mix of for-sale housing. This change maintains the overall PUD framework while increasing flexibility and supporting lower-density development.

The Santa Fe Meadows Final PUD Plan proposes a 205-lot residential community on 42.67 acres, including 135 single-family homes and 70.



PUBLIC HEARING NOTICE



Santa Fe Meadows
Major PUD Amendment &
Final PUD Plan
File Number: 26MON-SPUD00001
File Number: 26MON-PUDA00002

AFFIDAVIT – MAILING

Final PUD Amendment & Final PUD Plan

I, Andrea Roman, (print name) as the ☐ owner ☒ authorized agent, (check one) for the property located at property schedule number(s) 7136004006, in the Town of Monument, El Paso County, Colorado do hereby attest that I reviewed the records of the El Paso County Assessor on the day of May 26, 2026, and have sent letters via first class U.S. mail to the owners of record for the properties within 500-feet of the perimeter property line of the proposed Final PUD Plan for Karl Malone Powersports, giving notice of forthcoming public hearings for Planning Commission on **June 10, 2026** and Town Council on **July 6, 2026** in compliance with Town Code Section 18.01.260-Public notice requirements., F. Mailed notice. on May 26, 2026, which is at least 15 days prior to the date of the hearings.

Signed: AR

Print Name: Andrea Roman

Owner/Authorized Agent (circle one)

State of, Colorado

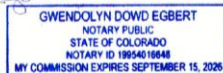
County of: El Paso County

Sworn and subscribed to before me, a Notary Public, by Andrea Roman, this 26th day of May, 2026, who is either personally known to me or who has produced _____ as identification.

My Commission Expires: September 15, 2026

Notary Public for the State of Colorado, County of El Paso

Print Name: Gwendolyn Dowd Egbert G.D. Egbert



Santa Fe Meadows
Major PUD Amendment &
Final PUD Plan
File Number: 26MON-SPUD00001
File Number: 26MON-PUDA00002

AFFIDAVIT – POSTED NOTICE

Major PUD Amendment & Final PUD Plan

I, ANDREW NETTER, (print name) as the ☐ owner ☒ authorized agent, (check one) for the property located at property schedule number 7136004006, in the Town of Monument, El Paso County, Colorado do hereby attest that I installed, ONE sign along Terrazzo Drive, facing out to traffic, in compliance with Town Code Section 18.01.260-Public notice requirements., E. Posted Notice. On 05/22/2026 (month/day), 2026, which is at least 15 days prior to the public hearing, scheduled for **Planning Commission on June 10, 2026**, and **Town Council on July 6, 2026**, for the proposed development application: **Santa Fe Meadows, Major PUD Amendment & Final PUD.**

Signed: A-2H

Print Name: ANDREW NETTER

Owner/Authorized Agent (circle one)

State of, COLORADO

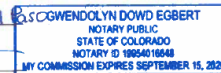
County of: EL PASO

Sworn and subscribed to before me, a Notary Public, by Andrew Netter, this 22nd day of May, 2026, who is either personally known to me or who has produced _____ as identification.

My Commission Expires: September 15, 2026

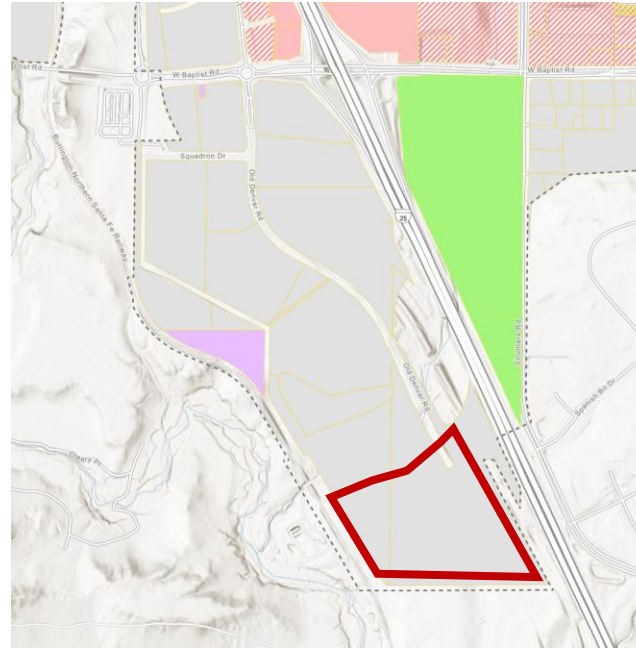
Notary Public for the State of Colorado, County of El Paso

Print Name: Gwendolyn D. Egbert G.D. Egbert



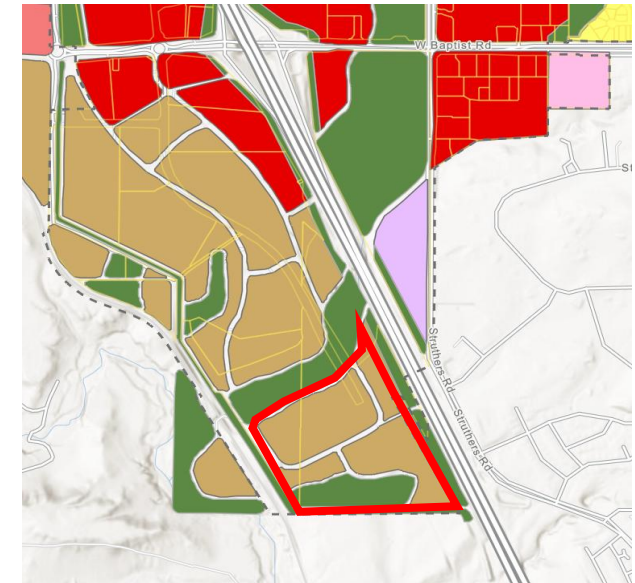
SURROUNDING ZONING LOCATION, LAND USE

- **North** – Falcon Commerce Center Final PUD – Phase 2 – Area F (Open Space)
- **South** – United States Air Force Academy (USAFA)
- **East** – CDOT Open Space, Interstate 25
- **West** – Upper Monument Creek WW Treatment Facility



2017 Future Land Use Plan

- BC - Business Campus
- CC - Community Commercial
- D - Downtown
- LI - Light Industrial/Warehouse
- LL - Large Lot Residential
- MU - Mixed Use
- PR - Parks, Trails, Open Space
- PS - Public/Quasi-public/Utility
- RA - Residential Attached
- SFD - Single Family Dwellings
- PS - (School) Public/Quasi-public/Utility



CODE REFERENCES

- **Major PUD Plan Amendment**
- **Final PUD Plan for Santa Fe Meadows subdivision.**

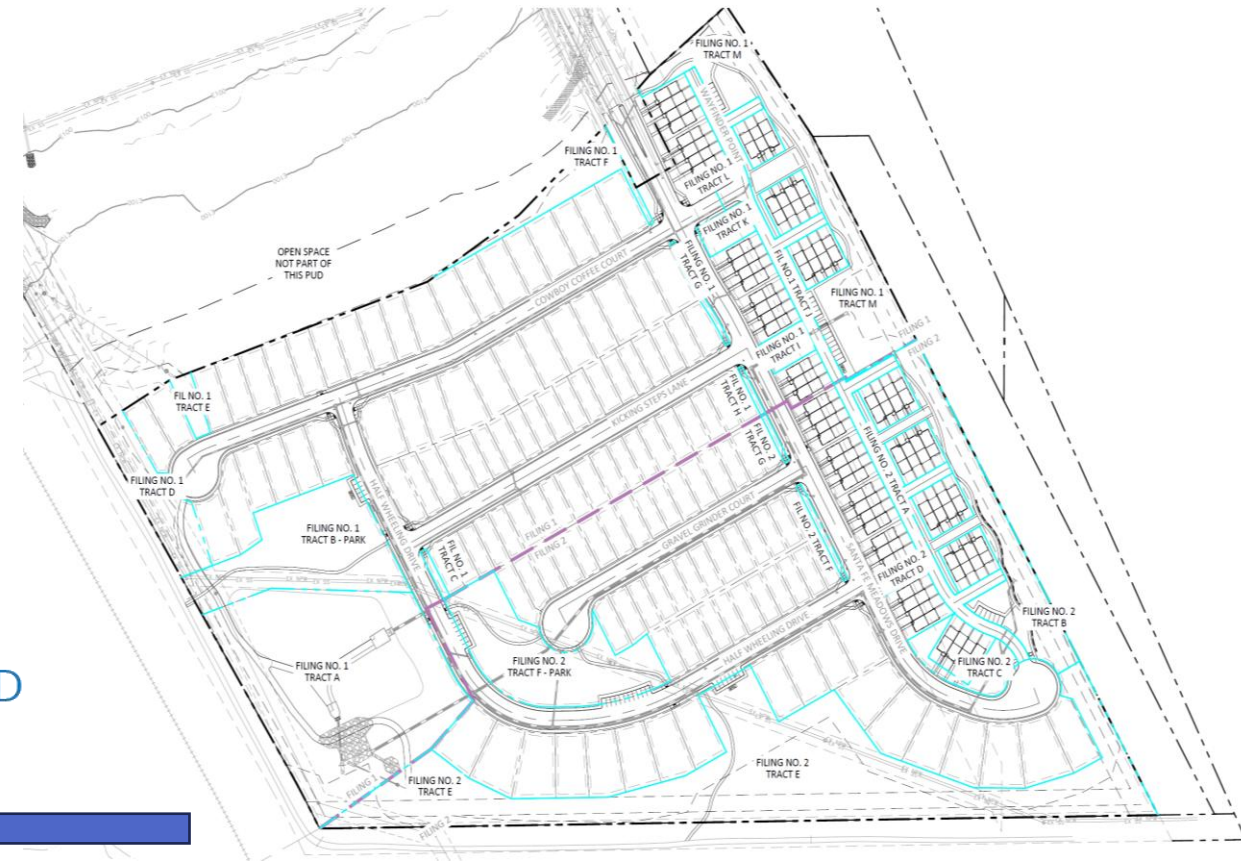
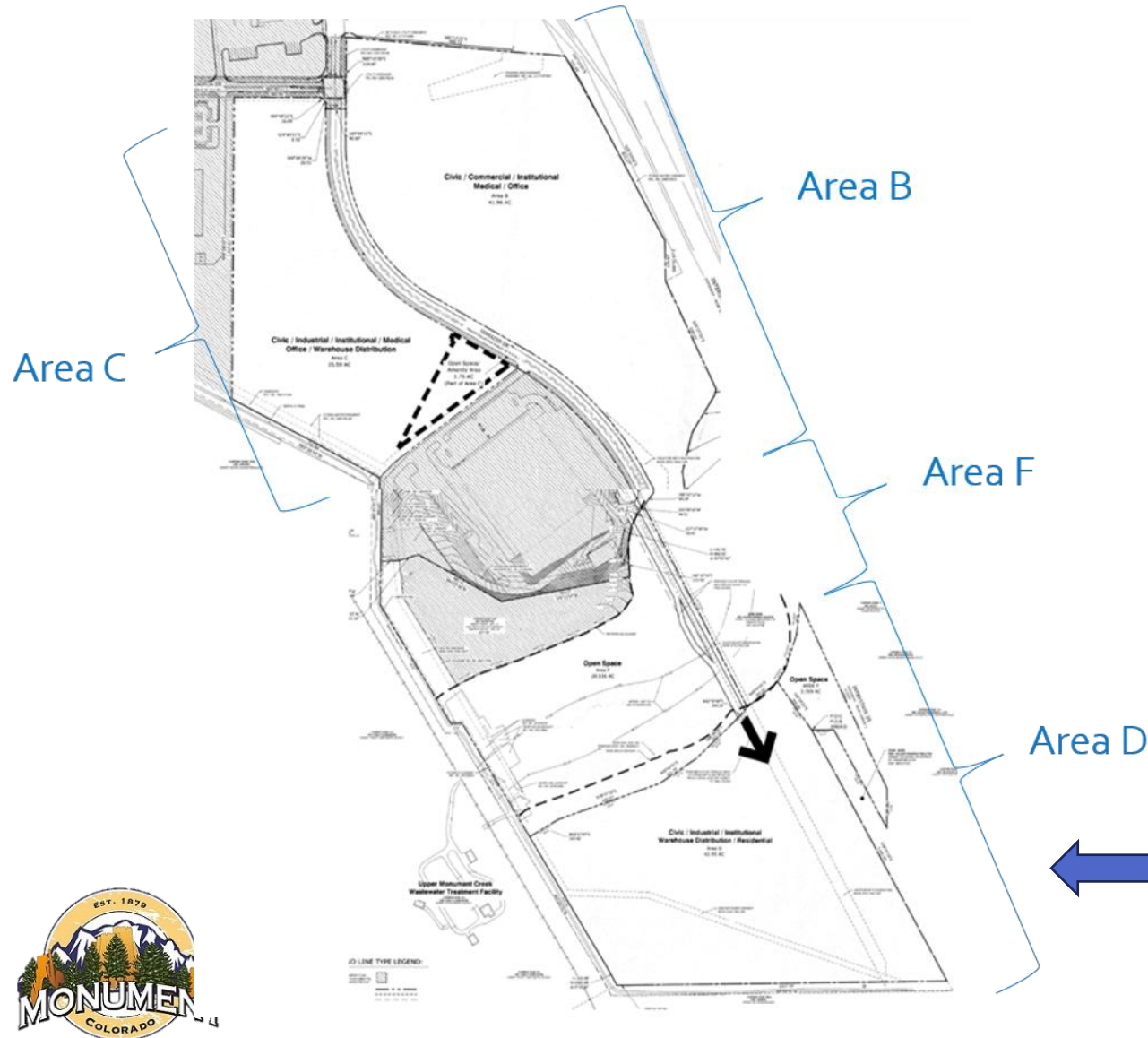
Pursuant to [LDC section 18.03.470](#), the reduction of density in excess of 20 percent as well as a proposal to change the dwelling type of the development from multifamily to single family attached and detached requires a Major PUD Amendment. As such the applicant is presenting the Amendment to the Preliminary Plan concurrently with the Final PUD Plan.

As required by [LDC Section 18.03.460](#) – Final PUD Plan, the Santa Fe Meadows Final PUD Plan is substantially consistent with the proposed Amended Preliminary PUD by providing a compatible residential component within the broader mixed-use Falcon Commerce Center as, the Land Use Chart for the Preliminary PUD proposed the option of residential uses for this space. Other uses permitted for Area D included Civic, Industrial, Institutional and Warehouse Distribution.



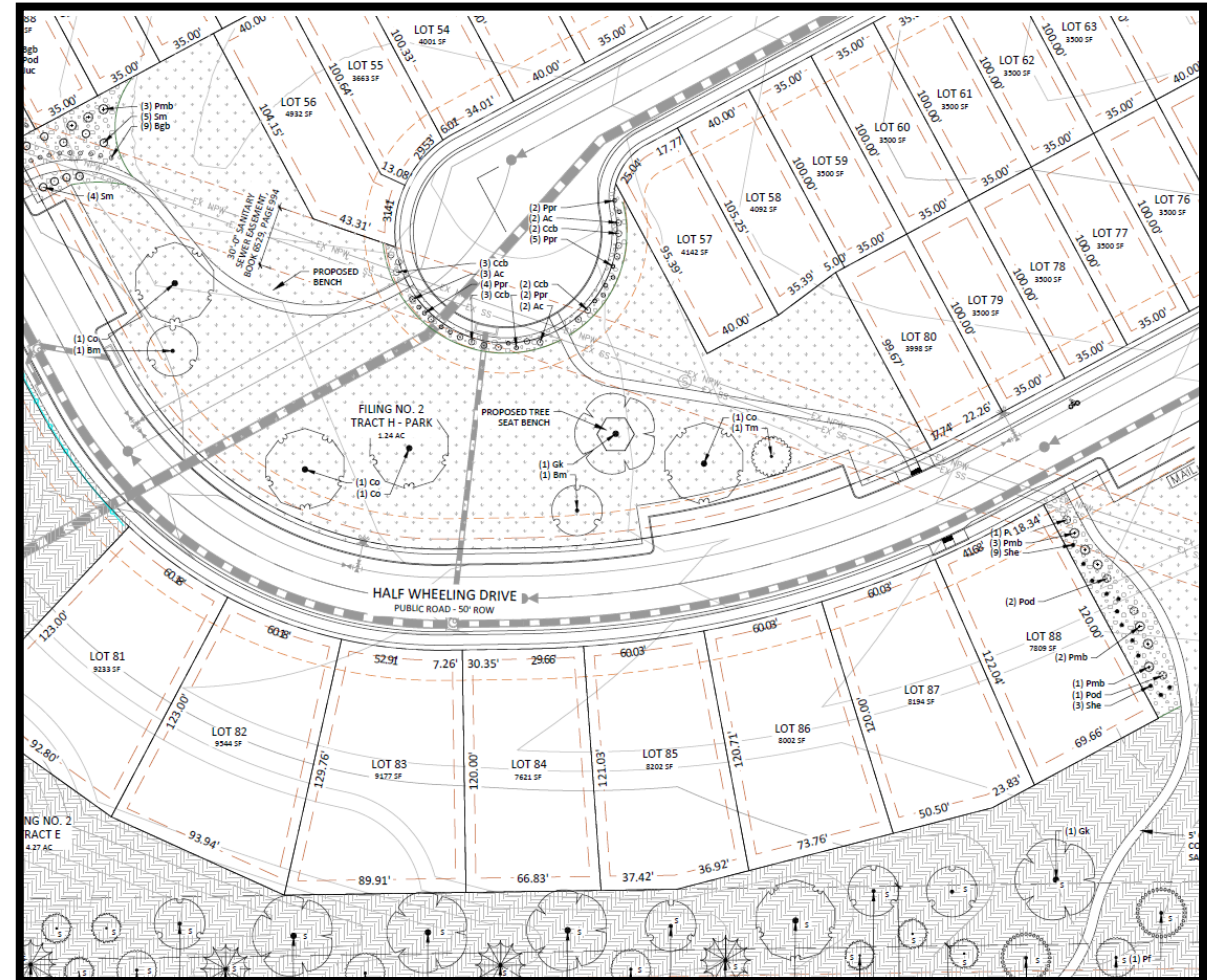
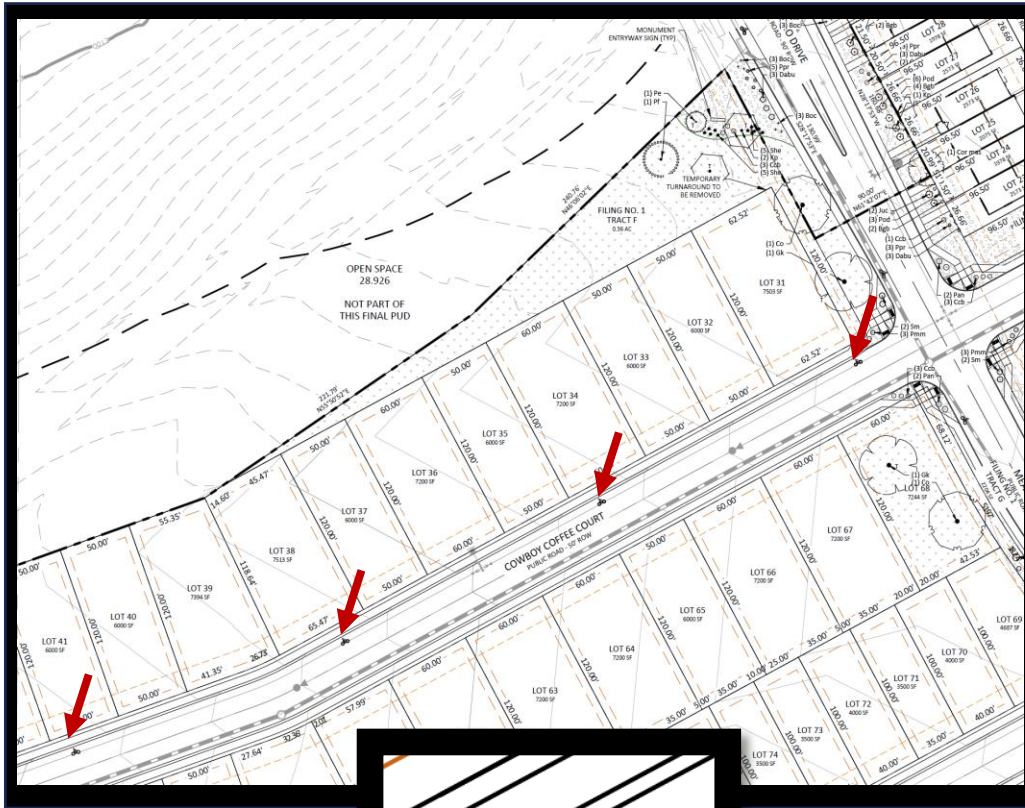
PROJECT DETAILS

Acreage, Circulation, Housing Products



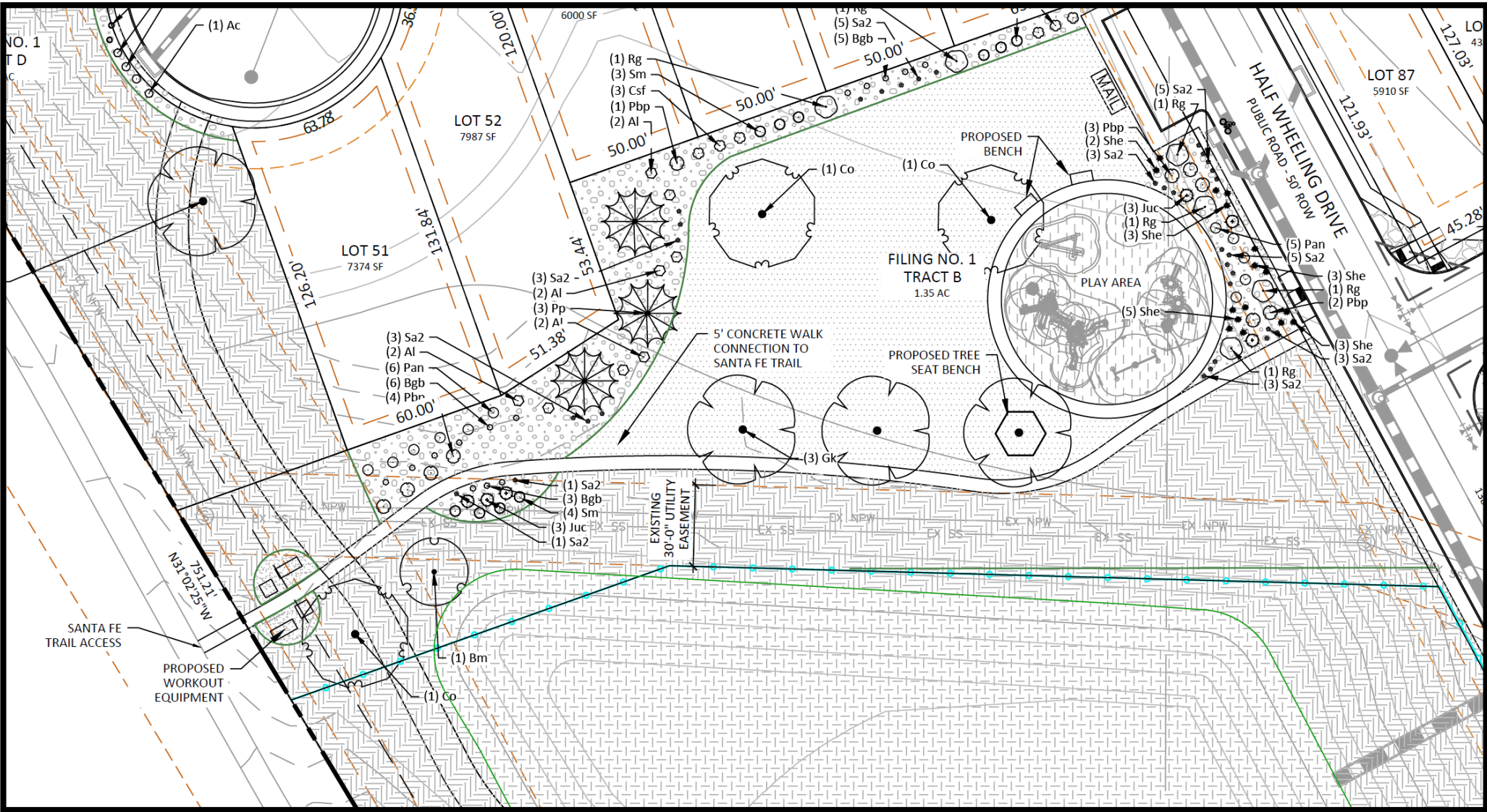
PROJECT DETAILS

Bike Route and Park Lands



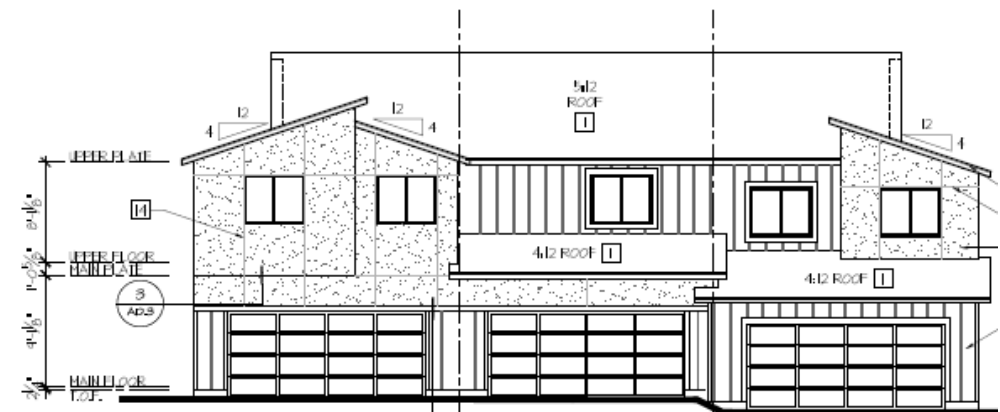
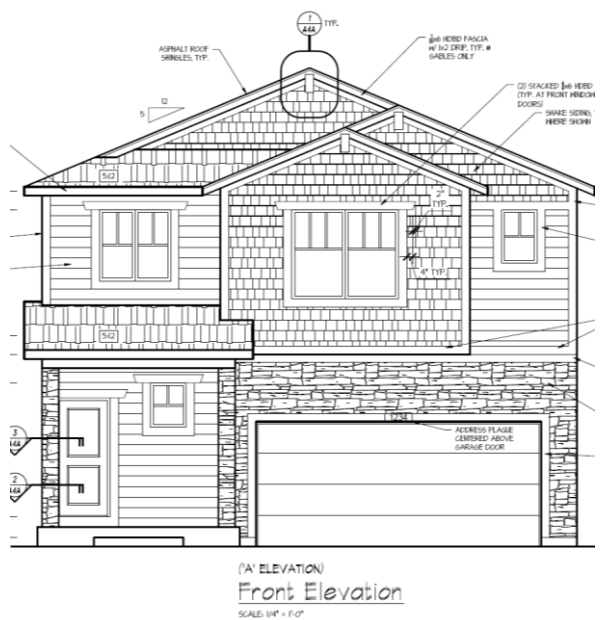
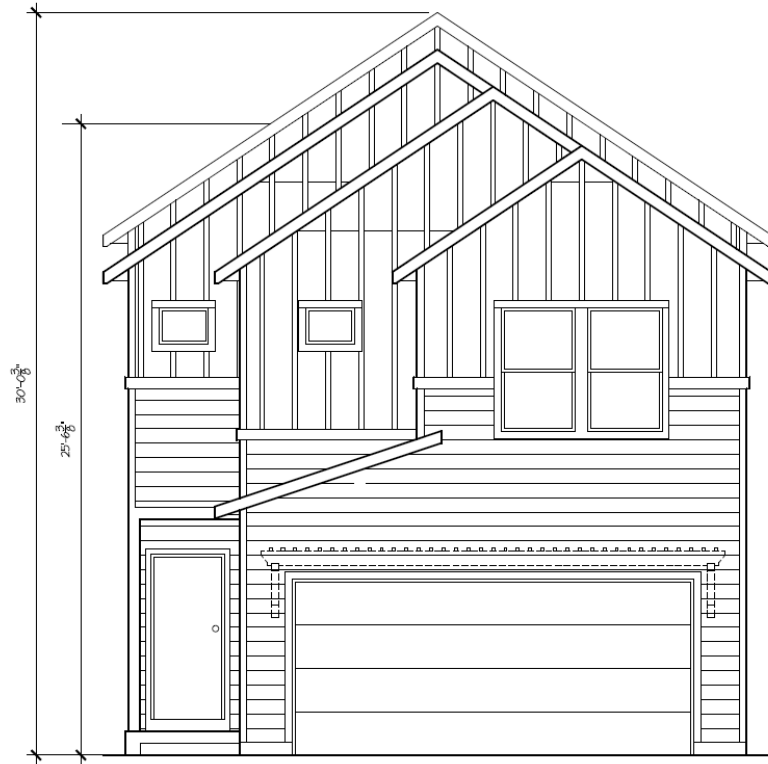
PROJECT DETAILS

Bike Route and Park Lands



PROJECT DETAILS

Layout and Architecture



3 **Rear Elevation**
1/8\"/>

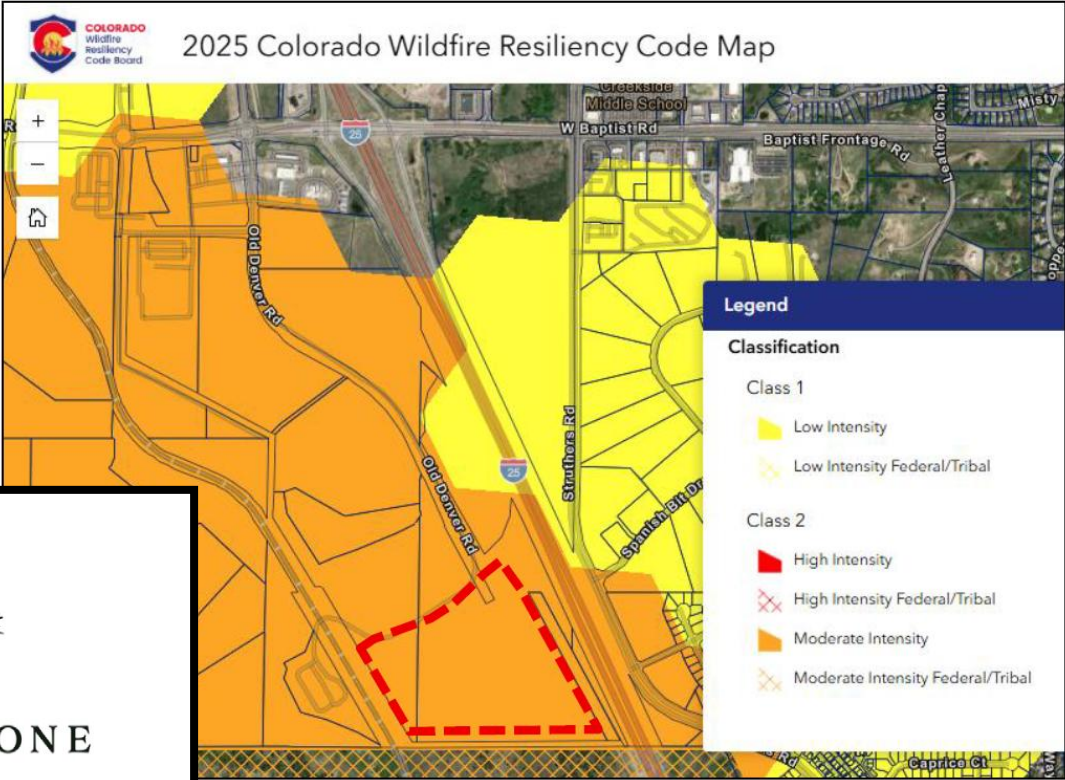
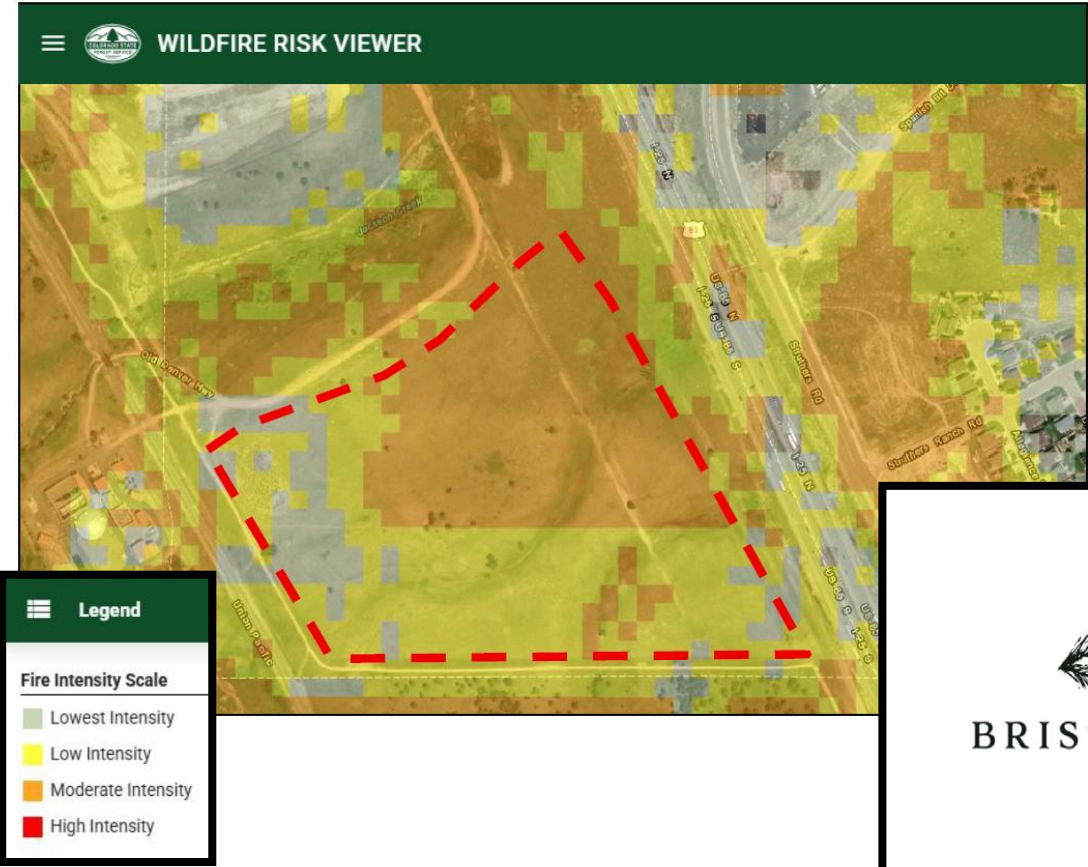


1 **Front Elevation**
1/8\"/>



PROJECT DETAILS

Landscaping, Wildfire, Environmental Assessment



PROJECT DETAILS

Traffic Analysis

Previously Approved Traffic Impact Study
for Falcon Commerce Center

- Assumed 640 dwelling units
or
- 350,000 sf of light industrial

SM Rocha LLC. 3/23/2026

- 205 dwelling units for area D
- site-generated traffic is expected to
create no negative impact to traffic
operations

Final Drainage Report

Classic Consulting May 2026

Conclusions

- stormwater drainage improvements have
been prepared in accordance with all
applicable master drainage studies an
previous reports as well as the Colorado
Springs Drainage Criteria Manuals



PROJECT DETAILS

Review Agency Comments - USAFA

Noise Report

for Jacks Valley Training Area at the

United States Air Force Academy,
Colorado

Prepared For:
10th Civil Engineer Squadron

November 2025



April 28, 2026

Steven G. Schlosser
Vice President / Project Manager
Classic Homes
2138 Flying Horse Club Drive
Colorado Springs, Colorado 80921

Re: Results of Noise Analysis for the Santa Fe Meadows Project

Steven,

Per your request, Hankard Environmental conducted an analysis of noise for the Santa Fe Meadows residential project (Project) in the town of Monument in El Paso County, Colorado. The Project, which is anticipated to include approximately 70 townhome units and 137 single-family residences, is proposed on approximately 43 acres of vacant land situated between Interstate 25 (I-25) and the Colorado Joint Line railroad, as shown in Figure 1.

The purpose of this analysis is to assess the compatibility of developing residential units at this site given the presence of noise from traffic on I-25, rail traffic on the Colorado Joint Line, as well as that from aircraft operations at the Air Force Academy, weapons firing and training activities at the United States Air Force Jacks Valley Training Complex and Aardvark Auxiliary Airfield, both of which are part of the Air Force Academy.

As part of our noise analysis, Hankard Environmental conducted noise measurements on April 16 and April 17, 2026 during a training event at the United States Air Force Jacks Valley Training Complex. The survey's primary purpose was to measure noise from military activities, but noise levels from the highway and trains were also measured.

Compatibility of residential land use in the presence of noise from these sources is assessed herein according to the El Paso County Land Development Code. The following provides a description of the applicable noise standards, the noise level prediction methodology employed, the results of the analysis, and a comparison to the applicable noise standards.

APPLICABLE NOISE STANDARDS

El Paso County Land Development Code (LDC) Section 8.4.2(B)(2)(b) *Environmental Considerations for Noise Hazards for Roadway and Railroad Mitigation* requires an assessment of the feasibility of providing noise mitigation measures where noise from traffic, railroad, airport, or military installations is present. The following noise sources were considered in this analysis:

- Highways: I-25, which is located approximately 300 feet east of the townhomes.
- Railroads: The Colorado Joint Line, which is located approximately 200 feet west of the single-family residences and carries regular northbound and southbound rail traffic.

COLORADO • WISCONSIN
CO phone (303) 666-0617 • www.hankardinc.com • WI phone (608) 345-1445



PROJECT DETAILS

Overall Geohazard Report



Town Engineer Review

Town Engineer’s review of the submittal documents culminated in approval of all technical plans together with a requirement to submit a geotechnical report with the submittal of the construction documents in order to address the presence of shallow groundwater in proximity to the proposed detention ponds. Such submittal requirement has been included in the draft approving ordinance as a condition of approval of the Final PUD Plan for Santa Fe Meadows.



CRITERIA FOR REVIEW - PUD Amendment §18.03.470

3. *Density. The density of any permitted use area shall not be increased administratively, except:*
- a. *Where a density transfer between use areas involves no more than a twenty-percent increase in density in any use area, and*
 - b. *There is no change in dwelling type, e.g., single-family detached to multifamily.*

The applicant proposes a dwelling change from multifamily units to single family units thus requiring the amendment to be reviewed as a major amendment and as an administrative approval of a minor amendment.

7. *Decreased Number of Dwelling Units. A decrease of the number of dwelling units in a use area of up to twenty (20) percent, with no change in dwelling type, is allowed.*

The applicant proposes a 59% reduction in density from 500 multifamily units to 205 single family units.

8. *Text Changes. Non-substantial changes to the text of an approved final PUD, as determined by the Director to add clarity, are allowed when such changes do not change standards or commitments.*

While text changes are considered as part of the request, such changes are substantial in regard to planned density and dwelling type. As such shall be reviewed as a major amendment.



CRITERIA FOR REVIEW – Final PUD Plan §18.03.460

1. *The final PUD is consistent with the Preliminary PUD*
2. *Circulation is designed for the type of traffic generated, and emergency access.*
3. *Functional parks, open space, and connectivity*
4. *A variety of development and housing types and styles is proposed.*
5. *Privacy for individuals, families and neighbors is provided*
6. *Building design results in a quality architectural design*
7. *The landscaping is a quality design that enhances the site.*
8. *Adequate off-street parking will be provided.*
9. *The Town may increase or decrease off-street parking spaces*
10. *The final PUD has been shown to fit within the context of the planned land use pattern and roadway and utility systems of the larger surrounding area.*



PLANNING COMMISSION RECOMMENDATION

On June 10th, 2026 Planning Commission held a public hearing and voted 4 to 0 to forward a recommendation for approval to Town Council together with the suggested recommendations of approval for the Final PUD Plan



RECOMMENDED MOTION/ACTION

Motion 1) I move to adopt/deny Ordinance No. 15-2026, an Ordinance granting approval of the Falcon Commerce Center Phase 2 Preliminary Plan Major Amendment, located in the south 43 acres of Falcon Commerce Center – Area D, supported by the attached and linked exhibits together with the Findings of Fact defined in the Staff Report.

Motion 2) I move to adopt/deny Ordinance No. 16-2026, an ordinance granting approval of the Final PUD Plan for Santa Fe Meadows, located in the south 43 acres of Falcon Commerce Center, supported by the attached and linked exhibits together with the Findings of Fact defined in this Memo subject to the following conditions:

1) Approval of the Final PUD Plan for Santa Fe Meadows is contingent upon Town Council approval of the proposed Major PUD Amendment for Falcon Commerce Center Phase 2 Preliminary PUD.

2) Submittal of the Final Plat application materials for the Santa Fe Meadows Final PUD shall include a geotechnical report in order to address the presence of shallow groundwater in proximity to the proposed detention ponds.



POSSIBLE ACTIONS

- Approve as presented with suggested conditions of approval
- Deny one or both applications
- Remand one or both applications back to Planning Commission for reconsideration based on any bulleted concerns



RECOMMENDED MOTION/ACTION

Motion 1) I move to adopt/deny Ordinance No. 15-2026, an Ordinance granting approval of the Falcon Commerce Center Phase 2 Preliminary Plan Major Amendment, located in the south 43 acres of Falcon Commerce Center – Area D, supported by the attached and linked exhibits together with the Finding of Fact defined in the Town Council Staff Memo.

Motion 2) I move to adopt/deny Ordinance No. 16-2026, an ordinance granting approval of the Final PUD Plan for Santa Fe Meadows, located in the south 43 acres of Falcon Commerce Center, supported by the attached and linked exhibits together with the Finding of Fact defined in the Town Council Staff Memo subject to the following conditions:

1) Approval of the Final PUD Plan for Santa Fe Meadows is contingent upon Town Council approval of the proposed Major PUD Amendment for Falcon Commerce Center Phase 2 Preliminary PUD.

2) Submittal of the Final Plat application materials for the Santa Fe Meadows Final PUD shall include a geotechnical report in order to address the presence of shallow groundwater in proximity to the proposed detention ponds.



Classic Homes

2138 Flying Horse Club Drive

Colorado Springs, CO 80921

Phone: 719-592-9333 | www.classichomes.com

July 23, 2026

Town of Monument Town Council

c/o Jenna Gorney, Senior Planner

Town of Monument Planning Department

645 Beacon Lite Road

Monument, CO 80132

RE: Applicant Transmittal – Santa Fe Meadows / Falcon Commerce Center Phase 2

Verification of Communication with the United States Air Force Academy (USAFA) and Palmer Land Trust

Dear Mayor and Members of the Town Council,

On behalf of Classic Homes, the applicant for the Santa Fe Meadows / Falcon Commerce Center Phase 2 project, I am submitting this transmittal to the Town of Monument Town Council as verification of the ongoing communication and coordination between Classic Homes, the Town of Monument, the United States Air Force Academy (USAFA), Palmer Land Trust, and the Trust for Public Land. The correspondence timeline provided in Section 8 below sets forth a documented, chronological record of every email, meeting, and phone call exchanged with these parties to date, and is intended to serve as formal verification for the Council's project record.

1. Purpose of This Transmittal

The purpose of this letter and the accompanying timeline is threefold:

1. To verify to the Town Council that Classic Homes has, in good faith, initiated and maintained direct communication with USAFA and with Palmer Land Trust regarding the Santa Fe Meadows project.
2. To document the substance of that communication, including the topics discussed, the information exchanged, and the commitments made by the applicant in response to input from these stakeholders.
3. To identify the items that remain outstanding so that the Council has a complete and current picture of the coordination status.

2. Overview of Coordination

Since March 2026, Classic Homes has actively engaged with Ms. Amy P. Kelley, AICP, Community Initiatives Director for the US Air Force Academy, along with the Town of Monument Planning Department and our project consultants at N.E.S. Colorado. More recently, in July 2026, coordination expanded to include Palmer Land Trust and the Trust for Public Land. The coordination has taken the form of email exchanges, in-person meetings, phone calls, and the exchange of technical files, each of which is documented in the timeline in Section 8.

The USAFA coordination began on March 17, 2026, when Classic Homes requested a meeting with USAFA to discuss the comments and recommendations related to Santa Fe Meadows. Ms. Kelley agreed to meet and specifically requested that a member of the Town of Monument planning team also attend, ensuring that the Town was part of the conversation from the outset.

3. Joint Meeting with USAFA – March 20, 2026

On Friday, March 20, 2026, representatives from Classic Homes, USAFA, the Town of Monument, and N.E.S. Colorado met to discuss USAFA's comments regarding the project. The following topics were addressed in detail:

- Noise impacts associated with USAFA training activities, including operations in the Jacks Valley Training Area.
- Warning signage adjacent to the Santa Fe Trail.
- Exterior lighting standards along the shared boundary with USAFA property.

- Avigation easement requirements consistent with USAFA's land-use compatibility recommendations.
- The site plan, including the buffer distance between the property line and the residential lots in Santa Fe Meadows.

4. Information Provided by USAFA and Applicant Commitments

On March 23, 2026, Ms. Kelley provided the recent noise study for the Jacks Valley Training Area and identified April 16–18, 2026 as representative dates for a training exercise in Jacks Valley. She noted that future exercises may vary in scale, but that these dates provided a good representative event for the applicant's use in evaluating noise conditions. USAFA also confirmed that it did not have suggested lighting standards to provide at that time. On March 25, 2026, Ms. Kelley confirmed that she had requested preferred warning-sign language from USAFA Security Forces.

In response to USAFA's input, and consistent with our commitment to responsible development adjacent to the Air Force Academy, Classic Homes committed to the following measures, as confirmed in writing to USAFA on March 23, 2026:

- Noise – Notice of USAFA training activities and associated noise will be addressed through language on the plat, in the PUD, in the recorded covenants, and in the disclosures provided to purchasers at the point of contract.
- Warning Signage – Once USAFA provides its preferred warning-sign language, Classic Homes will install signage near the Santa Fe Trail that aligns with what is posted on USAFA property.
- Lighting – Covenants will require exterior lighting to follow down-lighting or dark-sky-equivalent standards.
- Avigation Easement – An avigation easement will be included on the plat, referenced in the PUD, and disclosed in contracts at the time of sale.
- Buffer Area – The site plan reflects a buffer area between the shared property line and the residential lots in Santa Fe Meadows.

5. Second Noise Study During Field Training Exercises

In direct response to USAFA's guidance regarding the Jacks Valley training schedule, Classic Homes commissioned a second, independent noise study conducted during USAFA's field training exercises on the dates provided by Ms. Kelley. That study was completed and

reported to USAFA on June 30, 2026. Our noise consultant remains available to discuss the study's methodology, findings, and data with USAFA and with the Town of Monument.

6. Continued Follow-Up and Council-Requested Meeting

Between late June and early July 2026, Classic Homes continued to follow up with Ms. Kelley regarding outstanding items, including the preferred warning-sign language and any USAFA guidance on recreational drone use in the vicinity. Ms. Kelley returned from an extended international assignment on July 6, 2026, and indicated she would follow up promptly on outstanding items.

On July 8, 2026, I called Ms. Kelley to convey that the Town of Monument Town Council had requested an additional meeting with USAFA to discuss Council's concerns regarding the project. Ms. Kelley returned my call on July 9, 2026, and we discussed the Council's concerns and began coordinating dates that would work for both USAFA and the Town of Monument to convene that meeting. Scheduling of this meeting is actively in progress.

7. Coordination with Palmer Land Trust and Trust for Public Land

In addition to our coordination with USAFA, Classic Homes has engaged directly with Palmer Land Trust and the Trust for Public Land regarding the Santa Fe Meadows project. On July 14, 2026, at 2:30 p.m., a meeting was held that was scheduled by Mr. Tom Blunk of CP Capitol. The following individuals attended:

- Jeff Jackson – Palmer Land Trust
- Alley O'Neill – Palmer Land Trust
- Wade Shelton – Trust for Public Land
- Tom Blunk – CP Capitol
- Doug Stimple – Elite Properties
- Steven G. Schlosser – Classic Homes

As a follow-up to the meeting, Classic Homes transmitted project CAD files to both Wade Shelton (Trust for Public Land) and Jeff Jackson (Palmer Land Trust) on July 14, 2026. Confirmation of receipt was requested and further follow-up correspondence was sent on July 16, 2026. On July 22, 2026, Classic Homes responded to a clarification email regarding the CAD files. This coordination is ongoing.

8. Correspondence Timeline (Verification of Communication)

The following chronological timeline serves as the applicant's formal verification to the Town Council that direct, documented communication with USAFA, Palmer Land Trust, and the Trust for Public Land has occurred and is ongoing. Each entry reflects an actual email, meeting, phone call, or file transmittal between Classic Homes and the identified party. The underlying email threads and file transmittals are held in Classic Homes' project file and are available upon request should the Council wish to review them in their original form.

Parties

USAFA: Amy P. Kelley, AICP – Community Initiatives Director, US Air Force Academy, Colorado Springs, CO | amy.kelley.3@us.af.mil | 719-820-8474

Applicant / Developer: Steven G. Schlosser – Vice President / Project Manager, Classic Homes | sshlosser@classichomes.com | 719-499-0847

Town of Monument: Dan Ungerleider (dungerleider@tomgov.org); Jenna Gorney (jgorney@tomgov.org); Rey Medina (rmedina@tomgov.org)

Consultants (N.E.S. Colorado): Andrea Barlow (abarlow@nescolorado.com); Andrea Roman (aroman@nescolorado.com)

Palmer Land Trust: Jeff Jackson; Alley O'Neill

Trust for Public Land: Wade Shelton

Other Meeting Participants: Tom Blunk (CP Capitol); Doug Stimple (Elite Properties)

Chronological Timeline

#	Date / Time	Type	From → To	Summary
1	Tue, Mar 17, 2026 — 12:03 PM	Email	Schlosser → Kelley, Town of Monument	Requested a meeting with Ms. Kelley to discuss USAFA's comments and recommendations related to Santa Fe Meadows.
2	Tue, Mar 17, 2026 — 1:42 PM	Email	Kelley → Schlosser, Town of Monument	Offered Friday 2:30–4:30 PM meeting window; requested a Town of Monument planning team member also attend.
3	Fri, Mar 20, 2026 - 2:30PM	Meeting	Classic Homes, USAFA, Town of Monument, N.E.S.	Meeting held to discuss noise, warning signage, lighting, avigation easement, and site plan/buffer.
4	Mon, Mar 23, 2026 — 3:41 PM	Email	Kelley → Schlosser, Town of Monument	Provided Jacks Valley Training Area noise study; April 16–18 exercise dates (representative event); no suggested lighting standards to provide at this time.
5	Mon, Mar 23, 2026 — 3:53 PM	Email	Schlosser → Kelley, Town of Monument	Attached site plan with buffer. Committed to: noise language on plat/PUD/covenants/disclosures; dark-sky-equivalent lighting covenants; avigation easement on plat/PUD/disclosures. Requested preferred warning-sign language.
6	Wed, Mar 25, 2026 — 8:28 AM	Email	Kelley → Schlosser, Town of Monument	Confirmed request to USAFA Security Forces for warning-sign language; expected response early the following week.
7	Mon, Jun 22, 2026 — 4:30 PM	Email	Schlosser → Kelley, Town of Monument	Followed up on: (1) Security Forces feedback on warning-sign language; (2) any recommended language regarding recreational drone use.
8	Tue, Jun 30, 2026 — 3:48 PM	Email	Schlosser → Kelley, Town of Monument	Reported completion of a second noise study conducted during USAFA field training exercises. Offered noise consultant availability to discuss findings.
9	Mon, Jul 6, 2026 — 11:29 AM	Email	Kelley → Schlosser, Town of Monument	Returned from 2+ weeks of international travel; indicated she would follow up on outstanding items once caught up.

10	Mon, Jul 6, 2026 — 12:32 PM	Email	Schlosser → Kelley, Town of Monument	Welcomed Ms. Kelley back; noted no out-of-office received (possible firewall issue); offered to reconnect by email or phone.
11	Wed, Jul 8, 2026	Phone Call (outbound)	Schlosser → Kelley	Mr. Schlosser called Ms. Kelley to discuss a meeting requested by the Town of Monument Town Council, concerns brought up by Council regarding the project, and to coordinate scheduling.
12	Thu, Jul 9, 2026	Phone Call (return)	Kelley → Schlosser	Ms. Kelley returned Mr. Schlosser's call to discuss the Council-requested meeting, concerns raised by Council, and to identify dates that work for both USAFA and the Town of Monument to convene the meeting.
13	Tue, Jul 14, 2026 — 2:30 PM	Meeting	Palmer Land Trust, Trust for Public Land, CP Capitol, Elite Properties, Classic Homes	Meeting scheduled by Tom Blunk (CP Capitol). Attendees: Jeff Jackson (Palmer Land Trust), Alley O'Neill (Palmer Land Trust), Wade Shelton (Trust for Public Land), Tom Blunk (CP Capitol), Doug Stimple (Elite Properties), and Steven Schlosser (Classic Homes).
14	Tue, Jul 14, 2026	File Transmittal	Schlosser → Shelton (TPL) and Jackson (Palmer Land Trust)	Project CAD files transmitted to Wade Shelton (Trust for Public Land) and Jeff Jackson (Palmer Land Trust) following the meeting.
15	Thu, Jul 16, 2026	Email	Schlosser → Shelton, Jackson	Follow-up email confirming transmittal of CAD files and requesting confirmation of receipt.
16	Wed, Jul 22, 2026	Email	Schlosser → Shelton / Jackson	Response to clarification email regarding the CAD files previously transmitted.

9. Outstanding Items

As of the date of this transmittal, the following items remain open:

USAFA:

- Preferred warning-sign language from USAFA Security Forces.
- Any recommended language regarding recreational drone use in the vicinity of USAFA.
- USAFA review and feedback on the second noise study conducted during field training exercises.
- Scheduling of the Council-requested meeting with USAFA if desired by USAFA.

Palmer Land Trust / Trust for Public Land:

- Continued coordination and any additional CAD file clarifications requested by Palmer Land Trust or the Trust for Public Land.

10. Summary

Classic Homes has proactively engaged USAFA, Palmer Land Trust, and the Trust for Public Land at every step of this process. We have incorporated USAFA's recommendations into the plat, PUD, covenants, and point-of-sale disclosures for Santa Fe Meadows, commissioned a second noise study during actual USAFA field training exercises, and have opened a direct line of coordination with Palmer Land Trust and the Trust for Public Land, including the transmittal of project CAD files. The correspondence timeline above verifies that this coordination has been substantive, continuous, and well-documented. We remain fully committed to continuing that coordination and to participating in the Council-requested meeting with USAFA as soon as it can be scheduled.

We respectfully request that the Town Council accept this transmittal, including the correspondence timeline set forth in Section 8, into the project record as verification of the applicant's communication with USAFA, Palmer Land Trust, and the Trust for Public Land. Should the Council have any questions, or should any Council Member wish to discuss any aspect of the coordination in greater detail, I am available at the contact information below.

Thank you for your consideration and for your continued partnership on this project.

Respectfully submitted,

Steven G. Schlosser

Vice President / Project Manager

Classic Homes

Mobile: 719-499-0847

Main: 719-592-9333

Email: sschlosser@classichomes.com

cc: Dan Ungerleider, Town of Monument

Jenna Gorney, Senior Planner, Town of Monument

Rey Medina, Town of Monument

Andrea Barlow, N.E.S. Colorado

Andrea Roman, N.E.S. Colorado

Tom Blunk, CP Capitol

Doug Stimple, Elite Properties

From: [Ally O'Neill](mailto:Ally.O'Neill@palmerland.org)
To: [Steve Schlusser](mailto:Steve.Schlusser@classichomes.com)
Cc: [Wade Shelton](mailto:Wade.Shelton@palmerland.org); [Jeff Jackson](mailto:Jeff.Jackson@palmerland.org); [Douglas Stimpel](mailto:Douglas.Stimpel@classichomes.com); [Tom Blunk](mailto:Tom.Blunk@eprecapital.com)
Subject: Re: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy
Date: Wednesday, July 22, 2026, 10:42:47 AM
Attachments: [image001.png](#)
[image002.png](#)

Hi Steve,

Thank you so much for the quick reply. I'll forward this confirmation along to USAFA and let you know if they have any further questions.

All the best,
Ally



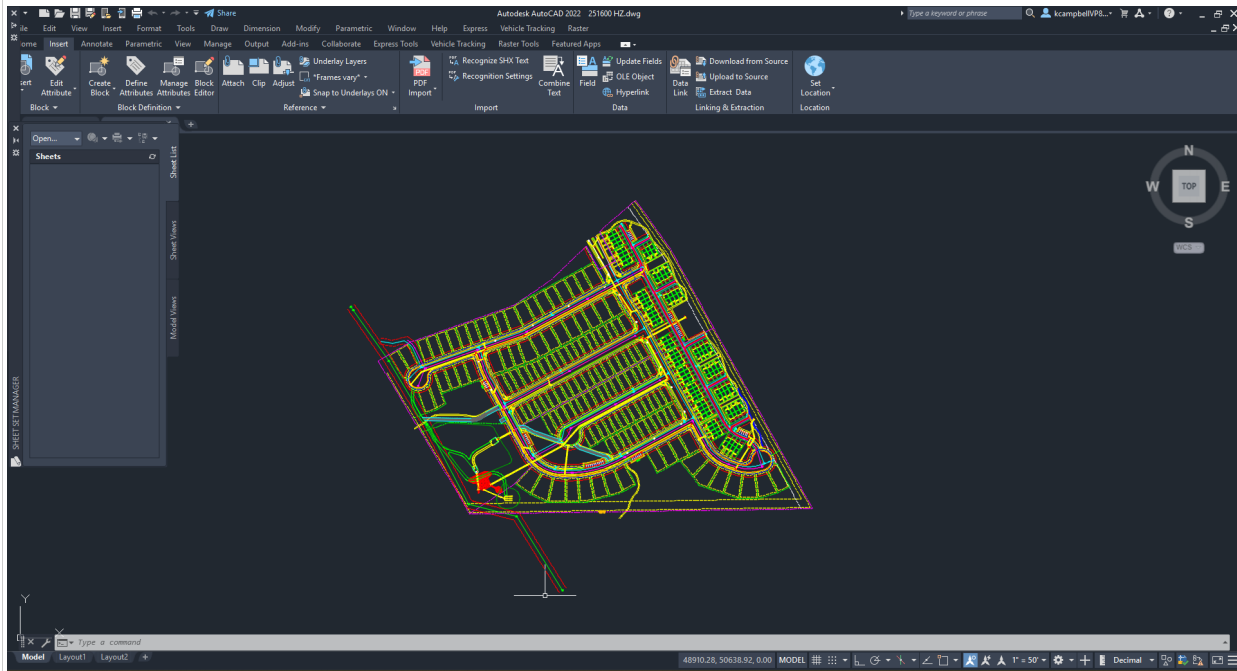
Ally O'Neill
Project Associate
O 719-399-2385
E ally@palmerland.org
palmerland.org

On Wed, Jul 22, 2026 at 10:40 AM Steve Schlusser <SSchlusser@classichomes.com> wrote:

Ally,

The **2516500HZ** file contains the boundary and lot layout (see screenshot below). I've attached the CAD file to this email as well, and I also confirmed that it is available in the Dropbox link.

Please let me know if you need anything else or if you have any additional questions.



Thanks,

Steven G Schlusser | Vice President/ Project Manager

Email: sschlusser@classichomes.com

Mobile: 719-499-0847

Main: 719-592-9333

www.classichomes.com

CLASSIC HOMES | 2138 Flying Horse Club Dr. | Colorado Springs, CO 80921



From: Ally O'Neill <ally@palmerland.org>
Sent: Wednesday, July 22, 2026 10:03 AM
To: Steve Schlusser <SSchlusser@classichomes.com>
Cc: Wade Shelton <wade.shelton@palmerland.org>; Jeff Jackson <jeff@palmerland.org>; Douglas Stimpel <DouglasS@classichomes.com>; Tom Blunk <Tblunk@eprecapital.com>
Subject: Re: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Hi Steve,

I hope you're well.

Our US Air Force Academy (USAFA) partners are working hard to map out some potential conservation buffer concepts. That said, they're having some trouble working through the provided CAD files.

Do you happen to have a CAD file that looks more like the screenshot below? Thanks so much for your help.



All the best,
Ally



Ally O'Neill
Project Associate
O: 719.399.2185
E: ally@palmerland.org
palmerland.org

On Thu, Jul 16, 2026 at 4:58 AM Steve Schlosser <sschlosser@classichomes.com> wrote:

Wade and Jeff,

I am following up on the previous email and to ensure that you received it and were able to access the CAD files in the Dropbox link. Please let me if you require any further assistance.

Thanks,

Steven G Schlosser | Vice President/ Project Manager

Email: sschlosser@classichomes.com

Mobile: [719-499-0847](tel:719-499-0847)

Main: [719-592-9333](tel:719-592-9333)

www.classichomes.com

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On Jul 14, 2026, at 5:02 PM, Steve Schlosser <sschlosser@classichomes.com> wrote:

Wade and Jeff,

It was nice meeting both of you during the virtual meeting today.

Kyle Campbell with CCES has put together the Dropbox folder with the information for Santa Fe Meadows. Please let me know if you have any questions or need any additional files or information for your analysis.

Attached is a Dropbox link to the base cad files used for the Santa Fe Meadows project as well as the E/ALTA.

This project is on an assumed/inherited horizontal control, and not state plane. We included the ALTA as it does describe the field located boundary monumentation.

https://www.dropbox.com/s/cfjfo711o2yh6xx8Q/413oadf/ABETNew7F_jdrt7am8oLQU7r?key=jc7czbwqsbho7quscldkyang&str=agw8pck&d=0

Let me know if questions on the supplied cad files and PDF.

Thanks,

Steven G Schlosser | Vice President/ Project Manager

Email: sschlosser@classichomes.com

Mobile: [719-499-0847](tel:719-499-0847)

Main: [719-592-9333](tel:719-592-9333)

www.classichomes.com

CLASSIC HOMES | 2138 Flying Horse Club Dr. | Colorado Springs, CO 80921



From: Ally O'Neill <ally@palmerland.org>

Sent: Tuesday, July 14, 2026 2:29 PM

To: Tom Blunk <tblunk@prccapital.com>

Cc: Jeff Jackson <jeff@palmerland.org>; Wade Shelton <wade.shelton@ml.org>; Douglas Stimple <DouglasS@classichomes.com>; Steve Schlosser <sschlosser@classichomes.com>

Subject: Re: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Tom,

It's showing that Steve's been invited on my end, but in case it's not appearing on his calendar, I've included the Zoom link below.

Join Zoom Meeting:

<https://palmerland-erp.zoom.us/j/85000486231?pwd=8OZuRkxyOChzNlhl3aMlVWbX4xWmlE.1&st=2>

ID: 85000486231
Passcode: 271498

All the best,

Ally



Ally O'Neill
Project Associate
O: 719.399.2185
E: ally@palmerland.org
palmerland.org

On Tue, Jul 14, 2026 at 2:27 PM Tom Blunk <Tblunk@sprecapital.com> wrote:

Ally – please add Steve Schlosser to the Zoom invite. He is on this e-mail string. Thanks, Tom

From: Ally O'Neill <ally@palmerland.org>
Sent: Tuesday, July 14, 2026 2:56 PM
To: Tom Blunk <Tblunk@sprecapital.com>
Cc: Jeff Jackson <jeff@palmerland.org>; Wade Shelton <wade.shelton@trl.org>; Douglas Stimple <douglas@classichomes.com>; Steve Schlosser <sschlosser@classichomes.com>
Subject: Re: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Hi Tom,

I hope you've been well.

It looks like the Teams invite might be missing a call in number, so I'll send a Zoom invite shortly. Let me know if you have any troubles with the link!

All the best,

Ally



Ally O'Neill
Project Associate
O: 719.399.2184
E: ally@palmerland.org
palmerland.org


On Tue, Jul 14, 2026 at 1:44 PM Tom Blunk <Tblunk@sprecapital.com> wrote:

Jeff – thanks for the call. I will send out at Teams invite and understand you and Wade will need to dial in on the phone from your cars. If there is an issue with Teams providing a call in number, let me know, and maybe Ally in your office can set up a Zoom meeting instead.
Tom

From: Tom Blunk
Sent: Tuesday, July 14, 2026 1:29 PM
To: 'Jeff Jackson' <jeff@palmerland.org>
Cc: Ally O'Neill <ally@palmerland.org>; Wade Shelton <wade.shelton@trl.org>; Douglas Stimple <douglas@classichomes.com>; Steve Schlosser <sschlosser@classichomes.com>
Subject: RE: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Jeff,

Sorry for the late reply, but Doug Stimple, Steve Schlosser and I can all make a 2:30 pm MT call today.

Does that time slot still work for you and your team?

If so, do you want to send out a Teams or Zoom invite? Or would you prefer I do that? Happy to, if so.

Tom

From: Jeff Jackson <jeff@palmerland.org>
Sent: Friday, July 10, 2026 5:12 PM
To: Tom Blunk <Tblunk@sprecapital.com>
Cc: Ally O'Neill <ally@palmerland.org>; Wade Shelton <wade.shelton@trl.org>; Douglas Stimple <douglas@classichomes.com>; Steve Schlosser <sschlosser@classichomes.com>
Subject: Re: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Tom,

Thanks for reaching out. Doug and Steve – nice to meet you virtually. We'd appreciate the opportunity to have a conversation and answer your questions.

Tuesday afternoon should work for me and Wade Shelton at Trust for Public Land. Would you be available at 2:30 or 3:00?

Best regards,

Jeff



Jeff Jackson
Conservation Director, Transactions
O: 719.941.9951
E: jeff@palmerland.org
palmerland.org


On Fri, Jul 10, 2026 at 12:41 PM Tom Blunk <Tblunk@sprecapital.com> wrote:

Jeff and Ally,

As you may already know, the Buyer for our south 43 acres at Falcon Commerce Center is Classic Homes. I do not believe I previously shared that with you.

I have cc'd Doug Stimple and Steve Schlosser of Classic here.

Classic is planning 205 single family / townhome units on the site which is far less dense than the 500 multi-family units allowed by our approved and recorded Preliminary PUD (see that attached Santa Fe Meadows lot layout; it's a little dated but close enough to final for our discussion). The Town likes the plan because they prefer single family over multi-family and industrial, but they would like us to consider the possibility of a conservation easement for some more buffer to the AFA.

As previously noted, with all the infrastructure we have already put in place, it seems way too late in the game. Not sure we can afford the time either, as my experience with the Forest Lakes CE was that it took 12-18 months to simply get the appraisal, and another 6 months to document and close on it. Over 2 years. But maybe a smaller deal to give some more buffer along the property line, and a different program like SOAR or REPI, would be significantly quicker? There is a lot we do not know about those programs, so we thought it would at least be worth a conversation with you.

Are you available early next week for a Teams call? I believe the Classic folks are traveling the latter part of the week, so Monday or Tuesday would be best or possibly Wednesday.

Can you provide some dates/times that work for you next M-W and we will see if Classic can make them work (I am pretty open).

Sincerely, Tom

From: Tom Blunk
Sent: Thursday, January 8, 2026 4:11 PM
To: Ally O'Neill <ally@palmerland.org>
Cc: Jeff Jackson <jeff@palmerland.org>; Wade Shelton <wade.shelton@trj.org>
Subject: RE: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Ally,

Thanks for the follow-up. I did meet with our Buyer in November as planned.

Our Buyer has made great progress on their plans and underwriting, and so we actually revised the contract and accelerated the closing date by 3.5 months to June 1st, 2026.

They are familiar with your group and program, but given the time and energy they have invested over the past year plus, they want to proceed forward with our deal as planned.

The reality is that your inquiry is about 4 years late which is when we started the design and permitting process to extend the road and utilities across Jackson Creek to the subject site. As you are aware, the infrastructure was completed last summer and cost millions of dollars. There is really no realistic way to even consider turning things around at this point.

Sincerely,

Tom

From: Ally O'Neill <ally@palmerland.org>
Sent: Thursday, January 8, 2026 3:32 PM
To: Tom Blunk <Tblunk@cpccapital.com>
Cc: Jeff Jackson <jeff@palmerland.org>; Wade Shelton <wade.shelton@trj.org>
Subject: Re: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Hi Tom,

Happy New Year! I hope you had a wonderful holiday season and a smooth start to 2026.

I'm reaching out to circle back on our conversation from late October regarding the Falcon Commerce Center. I wanted to check in and see if you had a chance to connect with the buyer during your November/December check-in, and if they expressed any interest in a follow-up conversation with us.

We remain interested in the opportunity and are happy to provide any additional materials they might need.

All the best,

Ally



Ally O'Neill
Project Associate
O: 718.399.2385
E: ally@palmerland.org
palmerland.org

On Tue, Oct 21, 2025 at 2:00 PM Ally O'Neill <ally@palmerland.org> wrote:

Tom,

Thank you very much for your time last Wednesday; the context and additional details you provided were extremely helpful.

As discussed, we'd very much appreciate the opportunity to connect with the buyer. We understand you have a regular call with them around Thanksgiving, where you plan to provide them with a brief summary of our conversation. Following your meeting, please let us know if they'd be open to a conversation with us.

Thank you again for your help. We look forward to hearing from you sometime in the holiday season.

All the best,

Ally



Ally O'Neill
Project Associate
O: 718.399.2385
E: ally@palmerland.org
palmerland.org

On Mon, Oct 6, 2025 at 9:46 AM Tom Blunk <Tblunk@cpccapital.com> wrote:

Thanks. I accepted Zoom invite. I'll be back in my office Friday. Tom

Sent from my iPhone

On Oct 6, 2025, at 8:51 AM, Jeff Jackson <jeff@palmerland.org> wrote:

Here is the zoom invite that I just sent through Google calendar:

Jeff Jackson is inviting you to a scheduled Zoom meeting.

Topic: Falcon Commerce Center Discussion
Time: Oct 10, 2025 11:00 AM Mountain Time (US and Canada)
Join Zoom Meeting
<https://palmerland-org.zoom.us/j/87160821056?pwd=0jDHIqASJd8j683kfreuudhuXSE.1>

Meeting ID: 871 6082 1056
Passcode: 316456

One tap mobile
+17209239239,,87160821056# US (Denver)
+19712471195,,87160821056# US (Portland)

Join instructions
<https://palmerland-org.zoom.us/join/87160821056?pwd=0jDHIqASJd8j683kfreuudhuXSE.1>

logo

JE

Jeff Jackson

Conservation Director, Transactions

O: 719-841-5891

E: jeff@palmerland.org

palmerland.org

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On Mon, Oct 6, 2025 at 8:48 AM Jeff Jackson <jeff@palmerland.org> wrote:
I will prepare a zoom invite. Since you're traveling, you can call in from your cell if that's easier. I don't have Outlook but I can send the invite through Google calendar. In case that doesn't work on your end, I'll email the zoom invite to you as well. Thanks, Jeff

logo

JE

Jeff Jackson

Conservation Director, Transactions

O: 719-841-5891

E: jeff@palmerland.org

palmerland.org

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On Sat, Oct 4, 2025 at 5:59 AM Tom Blunk <Tblunk@cpcccapital.com> wrote:
Let's do Fri 10th at 11:00 am MT/ 12:00 pm CT. I'm traveling, can you send out an Outlook invite? Thanks, Tom
Sent from my iPhone

On Oct 3, 2025, at 3:15 PM, Jeff Jackson <jeff@palmerland.org> wrote:

Hi Tom,

I'm circling back to see if we can find a time for a brief call next week. We are available:

Tues. (Oct. 7): 1-5pm
Fri. (Oct. 10): 11am-3pm

Please let us know if any of these times work for you.

Thanks,

Jeff

logo

JE

Jeff Jackson

Conservation Director, Transactions

O: 719-841-5891

E: jeff@palmerland.org

palmerland.org

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On Fri, Sep 5, 2025 at 11:05 AM Wade Shelton <wade.shelton@tpl.org> wrote:
Thanks, Jeff! I appreciate the introduction. Tom, it's great to "meet" you.

I'd say let's hold off until you're back on the 22nd, so we can all connect at once, unless Tom has something pressing that he needs to discuss sooner.

Wade

Wade Shelton, Senior Project Manager
JEPS Conservation Fellow
Office Direct: 303-867-2334
Cell: 720-810-7603

From: jeff jackson <jeff@palmerland.org>
Sent: Thursday, September 4, 2025 3:26 PM
To: Tom Blunk <Tblunk@cpcccapital.com>
Cc: Wade Shelton <wade.shelton@tpl.org>; Ally O'Neill <ally@palmerland.org>
Subject: [External] Re: Falcon Commerce Center - Parcel adjacent to Air Force Academy

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Tom,

Thanks for the quick reply. Enjoy your college tour; those were always fun with my kids.

I'm aware of the Forest Lakes conservation easement project, but it predates my time at Palmer so I was not aware of your involvement with that one.

I will be out of the office next Thursday and Friday (9/11 & 9/12), and won't be returning until Monday, September 22nd. So between our two schedules, we won't be able to connect until the week of the 22nd. Unless my colleague Wade Shelton (at Trust for Public Land) wants to try to connect with you in my absence, I'll plan to reach back out to you after I return from my trip.

I understand that this property is now under contract and your hands are tied in that regard. However, it would still be helpful to talk with you to learn a little more detail about the status of the entitlement process, etc.

We look forward to the conversation.

Best regards,

Jeff

Jeff Jackson

Conservation Director, Transactions

O: 719-841-5891

E: jeff@palmerland.org



tomblunk@spccapital.com

On Thu, Sep 4, 2025 at 12:19 PM Tom Blunk <tomblunk@spccapital.com> wrote:

Jeff,

I am traveling on a college tour with my kid today through this weekend. Then traveling on biz next Mon-Wed. So I will call you later next week when I can, but I at least wanted to give you a quick reply.

You may or may not be aware that we donated 289 acres to PLC a couple of years ago up at Forest Lakes (residential development just north of the Air Force Academy). A pleasurable, if not lengthy, transaction.

With regard to the FCC south 43 acres, I had offered to sell it to USAFA multiple times over the past few years, but they never had any interest. In short, it is too late now as earlier this year we put the land under contract to sell to a developer and they are well underway with inspections, planning and entitlements.

Again, I am happy to discuss with you next week, but just wanted to give you the facts at hand.

Tom

From: Jeff Jackson <jeff@palmerland.org>
Sent: Thursday, September 4, 2025 12:09 PM
To: Tom Blunk <tomblunk@spccapital.com>
Cc: Wade Shelton <wade.shelton@trf.org>; Ally O'Neill <ally@palmerland.org>
Subject: Falcon Commerce Center - Parcel adjacent to Air Force Academy

Good morning Tom,

As per the voicemail I left for you earlier, my organization (Palmer Land Conservancy), the Trust for Public Land and The Nature Conservancy (the "conservation partners") are working in concert with the local military installations, including the U.S. Air Force Academy, on a unique initiative in the region (the "SOAR Initiative"). A summary of our work under the SOAR initiative is attached for your reference.

Specifically, the conservation partners are working with the military installations to secure national defense mission readiness by ensuring compatible land use(s) on select priority tracts. The approximately 47 acres of the Falcon Commerce Center property, which is abuts the northern boundary of the Air Force Academy, is one of the tracts of interest to the mission-security of the Air Force Academy.

The conservation partners seek to achieve these goals by using market-based solutions to conserve the lands of interest. These transactions are funded in large part by the U.S. Department of Defense through its Readiness and Environmental Protection Integration program ("REPI").

We would very much appreciate the opportunity to talk with you about this initiative, as well as the possibility of conserving the 47-acre FCC parcel and the financial compensation for closing such a transaction.

Please let me know when you might have availability to meet. We will be glad to get something scheduled in person or via zoom, whichever you prefer.

Thank you.

Jeff



Jeff Jackson
Conservation Director, Transactions
O: 714.241.4821
E: jeff@palmerland.org
[palmerland.org](mailto:jeff@palmerland.org)

From: [Steve Schlosser](#)
To: amy.kelley.3@us.af.mil
Cc: [Andrea Barlow](#); [Jenna Gorney](#); [Rey Medina](#); [Andrea Roman](#); [Dan Ungerleider](#)
Subject: Re: follow up items from Friday
Date: Monday, July 6, 2026 12:32:08 PM
Attachments: [image001.png](#)
[image002.png](#)
[image001.png](#)
[image002.png](#)

Ms. Kelley,

Welcome back! I didn't follow up with anyone else, and I don't think I received an out-of-office message. That can happen on our end due to our firewall, so it might have been caught up in there. Once you get caught up, we can connect via email or over the phone.

Thanks,

Steven G Schlosser | Vice President/ Project Manager
Email: sschlosser@classichomes.com
Mobile: [719-499-0847](tel:719-499-0847)
Main: [719-592-9333](tel:719-592-9333)
www.classichomes.com
CLASSIC HOMES | [2138 Flying Horse Club Dr. | Colorado Springs, CO 80921](#)

On Jul 6, 2026, at 11:29 AM, KELLEY, AMY P CIV USAF USAFA USAFA
A4/A4C <amy.kelley.3@us.af.mil> wrote:

CUI

Hi Steve,

Thank you. I am back from 2+ weeks out of the country. I will follow up on this email and the other one you sent as soon as I can this week. Did you happen to reach out to anyone I listed on my out-of-office? Just to make sure I'm not crossing wires on my reply....

v/r,
Amy
719-820-8474 cell

CUI

From: Steve Schlosser <SSchlosser@classichomes.com>
Sent: Tuesday, June 30, 2026 3:48 PM
To: KELLEY, AMY P CIV USAF USAFA USAFA A4/A4C <amy.kelley.3@us.af.mil>
Cc: Andrea Barlow <abarlow@nescolorado.com>; Jenna Gorney <jgorney@tomgov.org>; Rey Medina <rmedina@tomgov.org>; Andrea Roman <aroman@nescolorado.com>; Dan Ungerleider <dungerleider@tomgov.org>
Subject: [Non-DoD Source] RE: follow up items from Friday

Ms. Kelley,

I hope you are doing well.

I wanted to follow up regarding the second noise study that was conducted during the field training exercises using the dates you provided.

If you or your team have any questions about the study, its findings, or the data that was collected, I would be happy to answer them. Our noise consultant is also available to discuss the study in greater detail and provide any additional clarification you may need.

Please reach out if there is anything we can assist with. We appreciate the opportunity to support USAFA and look forward to hearing from you.

Thanks,

Steven G Schlosser | Vice President/ Project Manager

Email: sschlosser@classichomes.com

Mobile: [719-499-0847](tel:719-499-0847)

Main: [719-592-9333](tel:719-592-9333)

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From: Steve Schlosser
Sent: Monday, June 22, 2026 4:30 PM
To: 'KELLEY, AMY P CIV USAF USAFA 10 ABW/CVX' <amy.kelley.3@us.af.mil>
Cc: 'Andrea Barlow' <abarlow@nescolorado.com>; 'Jenna Gorney' <jgorney@tomgov.org>; Rey Medina <rmedina@tomgov.org>; 'Andrea Roman' <aroman@nescolorado.com>
Subject: RE: follow up items from Friday

Ms. Kelley,

I hope you are doing well and having a great summer.

I wanted to follow up and see if you have received any feedback from your security forces regarding the preferred language for the warning signs.

Additionally, is there any recommended language that addresses the use of drones in the area? With small drones becoming increasingly common among the general public, I was wondering whether this is something USAFA considers a concern or if it is not viewed as a significant issue at this time.

Thank you for your time and assistance.

Thanks,

Steven G Schlosser | Vice President/ Project Manager

Email: sschlosser@classichomes.com

Mobile: [719-499-0847](tel:719-499-0847)

Main: [719-592-9333](tel:719-592-9333)

www.classichomes.com

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<image001.png>

From: KELLEY, AMY P CIV USAF USAFA 10 ABW/CVX <amy.kelley.3@us.af.mil>

Sent: Wednesday, March 25, 2026 8:28 AM

To: Steve Schlosser <[SSchlosser@classichomes.com](mailto:sschlosser@classichomes.com)>

Subject: RE: follow up items from Friday

Steve,

Thank you – I have asked our security forces for the warning sign information and hope to have it by early next week.

V/r,
Amy

From: Steve Schlosser <[SSchlosser@classichomes.com](mailto:sschlosser@classichomes.com)>

Sent: Monday, March 23, 2026 3:53 PM

To: KELLEY, AMY P CIV USAF USAFA 10 ABW/CVX <amy.kelley.3@us.af.mil>; Dan Ungerleider <dungerleider@tomgov.org>

Cc: Jenna Gorney <jgorney@tomgov.org>; Andrea Barlow <abarlow@nescolorado.com>; Rey Medina <rmedina@tomgov.org>

Subject: [Non-DoD Source] RE: follow up items from Friday

Ms. Kelley,

Thank you for taking the time to meet on Friday and for sending over the information from our discussion. I really appreciate it.

I have attached the site plan showing the buffer distance and area between the property line and the lots in Santa Fe Meadows.

To follow up on our conversation:

- **Noise:** We plan to address this through language on the plat, the PUD, the covenants, and the disclosures at the point of contract.
- **Warning Sign:** If there is preferred language for the warning signs to be positioned near the Santa Fe Trail, please provide it so we can align with what is posted on USAFA property.
- **Lighting:** We will add to the covenants that lighting will follow down-lighting or dark-sky-equivalent standards.
- **Avigation Easement:** This will be included on the plat, PUD, and in the disclosures in contracts at the time of sale.

Please let me know if there is anything else you need from our side.

Thank you again for your time and guidance.

Thanks,

Steven G Schlosser | Vice President/ Project Manager

Email: sschlosser@classichomes.com

Mobile: [719-499-0847](tel:719-499-0847)

Main: [719-592-9333](tel:719-592-9333)

www.classichomes.com

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From: KELLEY, AMY P CIV USAF USAFA 10 ABW/CVX <amy.kelley.3@us.af.mil>

Sent: Monday, March 23, 2026 3:41 PM

To: Steve Schlosser <sschlosser@classichomes.com>; Dan Ungerleider <dungerleider@tomgov.org>

Cc: Jenna Gorney <jgorney@tomgov.org>; Andrea Barlow <abarlow@nescolorado.com>; Rey Medina <rmedina@tomgov.org>

Subject: follow up items from Friday

Hi All,

I wanted to follow up on requested items from Friday's discussion:

- Attached is the recent noise study for Jacks Valley Training Area;
- April 16-18 are the dates of the exercise to be held in Jacks Valley. Future exercises may be of different scales, but this is a good representative event;
- We do not have suggested lighting standards to provide at this time.

Thank you!

V/r,

Amy

Amy P. Kelley, AICP, Civ
Community Initiatives Director
US Air Force Academy, Colorado Springs CO
719-820-8474 cell

From: [KELLEY, AMY P CIV USAF USAFA 10 ABW/CVX](#)
To: [Steve Schlosser](#)
Cc: [Andrea Roman](#); [Andrea Barlow](#)
Subject: RE: Santa Fe Meadows-Falcon Commerce Center Phase 2
Date: Tuesday, March 17, 2026 1:42:04 PM
Attachments: [image001.png](#)

Hi Steve,

We are available Friday between 2:30 and 4:30 if that time block works for you. We request that a member of the Town of Monument planning team also attend.

V/r,
Amy

Amy Probsdorfer Kelley, AICP, Civ
Community Initiatives Director
US Air Force Academy, Colorado Springs CO
719-820-8474 cell

From: Steve Schlosser <SSchlosser@classichomes.com>
Sent: Tuesday, March 17, 2026 12:03 PM
To: KELLEY, AMY P CIV USAF USAFA 10 ABW/CVX <amy.kelley.3@us.af.mil>
Cc: Andrea Roman <aroman@nescolorado.com>; Andrea Barlow <abarlow@nescolorado.com>
Subject: [Non-DoD Source] Santa Fe Meadows-Falcon Commerce Center Phase 2

You don't often get email from sschlosser@classichomes.com. [Learn why this is important](#)

Ms. Kelley,

I hope you're doing well. I'm writing to request a meeting with you this week to discuss the comments and recommendations related to Santa Fe Meadows.

We would appreciate the opportunity to review the key points with you and clarify questions. I would like to meet this week, so please let me know what days and times work on your end and we will get our team together.

Thank you, and I look forward to speaking with you.

Thanks,

Steven G Schlosser | Vice President/ Project Manager

Email: sschlosser@classichomes.com

Mobile: [719-499-0847](tel:719-499-0847)

Main: [719-592-9333](tel:719-592-9333)

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**TOWN OF MONUMENT
ORDINANCE NO. 15-2026**

**AN ORDINANCE GRANTING APPROVAL OF THE FALCON COMMERCE CENTER
PHASE 2 PRELIMINARY PUD MAJOR AMENDMENT LOCATED IN THE SOUTH 43 ACRES
OF FALCON COMMERCE CENTER KNOWN AS AREA D**

WHEREAS, the Town of Monument (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town’s Home Rule Charter approved by the electors on November 8, 2022 (“Charter”); and

WHEREAS, the Town Council adopted the strategic objective to enable responsible community development by establishing clear and accountable plans, processes, and procedures that create positive conditions for responsible and enduring community development and growth; and

WHEREAS, Elite Properties of America LLC, is seeking approval of the Falcon Commerce Center Phase 2 Preliminary PUD Plan Major Amendment, to permit a 59% density reduction in Area D (the “Property”) and to permit a change from a multi-family dwelling housing product to single family attached and detached units. The property is legally described on Exhibit A; and

WHEREAS, the Monument Planning Commission conducted a public hearing on this application on June 10, 2026, and made a recommendation of APPROVAL by a vote of 4 to 0, based upon the Finding of Fact attached hereto as Exhibit B; and subject to the Conditions of Approval defined herein;

WHEREAS, approval of the Major PUD Amendment advances the Town’s objective to enable responsible community development by establishing a clear and accountable framework for future residential development consistent with adopted plans and applicable regulation;

WHEREAS, on July 6, 2026, the Monument Town Council received the Planning Commission’s recommendation and conducted a public hearing.

WHEREAS, following the public hearing conducted on July 6, 2026, the Town Council voted to continue consideration of the Falcon Commerce Center Phase 2 Preliminary PUD Plan Major Amendment and the associated Ordinance to the Town Council meeting of August 3, 2026, to allow additional review and deliberation; and

WHEREAS, on August 3rd Town Council determined that the Falcon Commerce Center Phase 2 Preliminary PUD Plan Major Amendment does not adversely affect the quality or overall development vision for Area D specifically, or the Falcon Commerce Phase 2 PUD overall and;

WHEREAS, this Ordinance was introduced by title and voted upon at the regular meeting of the Town Council on August 3, 2026.

THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO, ORDAINS:

Section 1. Incorporation. The recitals set forth above are incorporated and ordained as if set forth in this section in full.

Section 2. Approval. The Town Council approves the Falcon Commerce Center Phase 2 Preliminary PUD Plan Major Amendment, prepared by N.E.S. Inc., dated 02/04/2026 located in the south 43 acres of Falcon Commerce Center.

Section 3. Publication. Pursuant to Subsection 6.5, 3. of the Town of Monument Home Rule Charter and Subsection 2.04.030, G. of the Monument Municipal Code, upon approval this Ordinance shall be published on the Town's office website in full for not less than ten (10) days.

Section 4. Authentication and Filing. Upon passage this Ordinance shall be authenticated by the Mayor and Town Clerk and maintained by the Town Clerk in such form as is sufficient to assure reasonable access by the public. Failure to authenticate any ordinance shall not invalidate it or suspend its operation.

Section 5. Effective Date. This Ordinance shall become effective and be in full force and effect ten (10) days after final publication.

Section 6. Severability. If any portion of this Ordinance or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications of the ordinance which can be given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

INTRODUCED, PASSED, and ADOPTED/REJECTED, by the Town Council of the Town of Monument, Colorado this 3rd day of August 2026 by a vote of for and against.

TOWN OF MONUMENT, COLORADO

By: _____
Mitch LaKind, Mayor

Attest:

Tina Erickson, Town Clerk

EXHIBIT A

LEGAL DESCRIPTION

A TRACT OF LAND BEING A PORTION OF EAST HALF OF SECTION 35, AND A PORTION OF THE WEST HALF OF SECTION 36, TOWNSHIP 11 SOUTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF EL PASO, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BASIS OF BEARINGS: THAT COURSE ON THE EASTERLY LINE OF THE TRACT OF LAND AS DESCRIBED IN THE LAND SURVEY PLAT RECORDED UNDER RECEPTION NUMBER 217900186, RECORDS OF EL PASO COUNTY, COLORADO, BEING MONUMENTED ON THE NORTHERLY END BY A NO. 4 REBAR AND YELLOW PLASTIC SURVEYORS CAP STAMPED "WKC & ASSOC PLS 4842" .3' BELOW GROUND SURFACE AND AT THE SOUTHERLY END BY A NO. 4 REBAR AND YELLOW PLASTIC SURVEYORS CAP STAMPED "WKC & ASSOC PLS 4842" .6' BELOW GROUND SURFACE, ASSUMED TO BEAR S28°41'19"E, A DISTANCE OF 1,449.99 FEET.

COMMENCING AT THE NORTHERLY END OF THAT COURSE ON THE EASTERLY BOUNDARY LINE OF THE LAND SURVEY RECORDED UNDER RECEPTION NUMBER 217900186 WHICH BEARS S28°41'19"E, A DISTANCE OF 1,445.99 FEET, BEING THE POINT OF BEGINNING; THENCE ON THE BOUNDARY OF SAID LAND SURVEY THE FOLLOWING FIVE (5) COURSES:

S28°41'19"E, A DISTANCE OF 1,445.99 FEET;

S89°08'35"W, A DISTANCE OF 1,637.54 FEET;

S89°26'37"W, A DISTANCE OF 47.43 FEET TO A POINT ON CURVE;

ON THE ARC OF A CURVE TO THE LEFT WHOSE CENTER BEARS S62°30'36"W, HAVING A DELTA OF

03°23'44", A RADIUS OF 2,060.08 FEET, A DISTANCE OF 122.08 FEET TO A POINT OF TANGENT;

N31°02'25"W, A DISTANCE OF 751.21 FEET;

THENCE N58°57'47"E, A DISTANCE OF 169.96 FEET; THENCE N70°27'12"E, A DISTANCE OF 549.97 FEET;

THENCE N55°50'52"E, A DISTANCE OF 221.79 FEET; THENCE N46°06'02"E, A DISTANCE OF 262.25 FEET;

THENCE N42°39'42"E, A DISTANCE OF 109.28 FEET; THENCE N49°49'01"E, A DISTANCE OF 201.02 FEET,

TO A POINT ON THE EASTERLY LINE OF SAID LAND SURVEY; THENCE S35°19'12"E, ON SAID EASTERLY LINE, A DISTANCE OF 300.06 FEET TO THE POINT OF BEGINNING.

EXCEPTING THE PORTION WITHIN THE PARCEL DEDICATED FOR TERRAZZO DRIVE, A 90 FOOT PUBLIC

RIGHT OF WAY IN THE PLAT OF FALCON COMMERCE CENTER FILING NO. 3 RECORDED AUGUST 27, 2024 UNDER RECEPTION NO. 224715394

EXHIBIT B
FINDINGS OF FACT

- 1) The proposed Major Amendment to the Falcon Commerce Center Phase 2 Preliminary Planned Unit Development will not adversely affect the quality, character, or long-term development vision of Area D or the overall Falcon Commerce Center Phase 2 PUD. Rather, the amendment reduces residential density and transitions the approved housing mix from multifamily to single-family attached and detached residential development. This change decreases anticipated traffic generation, lowers overall development intensity, and provides housing opportunities that are more responsive to current market demands within the Town of Monument. The proposed amendment remains compatible with surrounding land uses and continues to support the goals and objectives established for the Falcon Commerce Center development.

**TOWN OF MONUMENT
ORDINANCE NO. 16-2026**

**AN ORDINANCE GRANTING APPROVAL OF THE SANTA FE MEADOWS FINAL
PLANNED UNIT DEVELOPMENT LOCATED IN THE SOUTH 43 ACRES OF FALCON
COMMERCE CENTER KNOWN AS AREA D**

WHEREAS, the Town of Monument (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town’s Home Rule Charter approved by the electors on November 8, 2022 (“Charter”); and

WHEREAS, the Town Council adopted the strategic objective to enable responsible community development by establishing clear and accountable plans, processes, and procedures that create positive conditions for responsible and enduring community development and growth; and

WHEREAS, Elite Properties LLC, is seeking approval of the Santa Fe Meadows Final Planned Unit Development (the “Property”) legally described on Exhibit A, to allow for the construction 205 single family residential dwelling units; and

WHEREAS, the Monument Planning Commission conducted a public hearing on this application on June 10, 2026, and made a recommendation of APPROVAL by a vote of 4 to 0, based upon the Finding of Fact attached hereto as Exhibit B; and subject to the Conditions of Approval defined herein.

WHEREAS, approval of the Final PUD Plan advances the Town’s objective to enable responsible residential development by establishing a clear and accountable framework for future residential development consistent with adopted plans and applicable regulations.

WHEREAS, on July 6, 2026, the Monument Town Council received the Planning Commission’s recommendation and conducted a public hearing.

WHEREAS, following the public hearing conducted on July 6, 2026, the Town Council voted to continue consideration of the Santa Fe Meadows Final Planned Unit Development and the associated Ordinance to the Town Council meeting of August 3, 2026, to allow additional review and deliberation; and

WHEREAS, on August 3rd Town Council determined that Santa Fe Meadows Final Planned Unit Development is in conformance with the approved Preliminary PUD for the property and the conditions outlined in the Land Development Code, Sections 18.03.440, 18.03.450, and 18.03.460 et. seq.; and

WHEREAS, this Ordinance was introduced by title and voted upon at the regular meeting of the Town Council on August 3, 2026.

THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO, ORDAINS:

Section 1. Incorporation. The recitals set forth above are incorporated and ordained as if set forth in this section in full.

Section 2. Approval. The Town Council approves the Santa Fe Meadows Final Planned Unit Development, prepared by N.E.S. Inc., dated 6/10/2026, located in the south 43 acres of Falcon Commerce Center – Area D, subject to the following conditions:

1. Approval of the Final PUD Plan for Santa Fe Meadows is contingent upon Town Council approval of the proposed Major PUD Amendment for Falcon Commerce Center Phase 2 Preliminary PUD.
2. Submittal of the Final Plat application materials for the Santa Fe Meadows Final PUD shall include a geotechnical report in order to address the presence of shallow groundwater in proximity to the proposed detention ponds.

Section 3. Publication. Pursuant to Subsection 6.5, 3. of the Town of Monument Home Rule Charter and Subsection 2.04.030, G. of the Monument Municipal Code, upon approval this Ordinance shall be published on the Town’s office website in full for not less than ten (10) days.

Section 4. Authentication and Filing. Upon passage this Ordinance shall be authenticated by the Mayor and Town Clerk and maintained by the Town Clerk in such form as is sufficient to assure reasonable access by the public. Failure to authenticate any ordinance shall not invalidate it or suspend its operation.

Section 5. Effective Date. This Ordinance shall become effective and be in full force and effect ten (10) days after final publication.

Section 6. Severability. If any portion of this Ordinance or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications of the ordinance which can be given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

INTRODUCED, PASSED, and ADOPTED/REJECTED, by the Town Council of the Town of Monument, Colorado this 3rd day of August 2026 by a vote of for and against.

TOWN OF MONUMENT, COLORADO

By: _____
Mitch LaKind, Mayor

Attest:

Tina Erickson, Town Clerk

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BASIS OF BEARINGS: THAT COURSE ON THE EASTERLY LINE OF THE TRACT OF LAND AS DESCRIBED IN THE LAND SURVEY PLAT RECORDED UNDER RECEPTION NUMBER 217900186, RECORDS OF EL PASO COUNTY, COLORADO, BEING MONUMENTED ON THE NORTHERLY END BY A NO. 4 REBAR AND YELLOW PLASTIC SURVEYORS CAP STAMPED "WKC & ASSOC PLS 4842" .3' BELOW GROUND SURFACE AND AT THE SOUTHERLY END BY A NO. 4 REBAR AND YELLOW PLASTIC SURVEYORS CAP STAMPED "WKC & ASSOC PLS 4842" .6' BELOW GROUND SURFACE, ASSUMED TO BEAR S28°41'19"E, A DISTANCE OF 1,449.99 FEET.

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THENCE N55°50'52"E, A DISTANCE OF 221.79 FEET; THENCE N46°06'02"E, A DISTANCE OF 262.25 FEET;

THENCE N42°39'42"E, A DISTANCE OF 109.28 FEET; THENCE N49°49'01"E, A DISTANCE OF 201.02 FEET,

TO A POINT ON THE EASTERLY LINE OF SAID LAND SURVEY; THENCE S35°19'12"E, ON SAID EASTERLY LINE, A DISTANCE OF 300.06 FEET TO THE POINT OF BEGINNING.

EXCEPTING THE PORTION WITHIN THE PARCEL DEDICATED FOR TERRAZZO DRIVE, A 90 FOOT PUBLIC

RIGHT OF WAY IN THE PLAT OF FALCON COMMERCE CENTER FILING NO. 3 RECORDED AUGUST 27, 2024 UNDER RECEPTION NO. 224715394

EXHIBIT B
FINDINGS OF FACT

1. The proposed Final Planned Unit Development (PUD) Plan for Santa Fe Meadows meets the applicable review criteria set forth in Section 18.03.460(D) of the Land Development Code and is consistent with the approved Preliminary PUD. The plan demonstrates compliance with applicable development standards and provides for orderly, coordinated development that is compatible with surrounding land uses and supported by adequate public infrastructure and services.



MEMORANDUM

TO: The Honorable Mayor and Town Council
Madeline VanDenHoek, Town Manager

FROM: Jenna Gorney, Senior Planner

DATE: August 3, 2026

SUBJECT: Ordinance No. 21-2026 - An Ordinance Granting Approval of the Final Planned Unit Development Plan for Karl Malone Powersports, located north of the intersection of Baptist Drive and Terrazzo Drive [Public Hearing]

ALL RESOURCES. [\[link\]](#)

BACKGROUND.

The Applicant, Cal Johnson of Legend Engineering, on behalf of KMAM Real Estate Commons LLC, is requesting approval of a Final Planned Unit Development (FPUD) for Karl Malone Powersports (the “Development”) at 15871 Terrazzo Drive and 15789 Terrazzo Drive, legally described as Lots 8 and 9 of the Terrazzo-Baja Commercial Development. The Development is proposed on Lot 8, with a 20-foot portion of Lot 9 included to accommodate a shared access drive that will support coordinated circulation between the two properties.

The Subject Property is located north of Baptist Road within the Terrazzo-Baja Commercial Development, also known as Santa Fe Park. The Terrazzo-Baja Commercial Development (aka Santa Fe Park) has a long-standing history of planning approvals. It was first approved for its intended uses through the Santa Fe Park Preliminary Planned Development Site Plan, adopted by [Ordinance No. 10-2020](#) on July 20, 2020. More recently, the Planning Commission approved a Sketch Plan for Santa Fe Park ([Resolution No. 28-2025](#)) that modified the existing Santa Fe Park PUD by reducing the number of individual lots. However, the overall acreage and land use remained unchanged. One key update in the Sketch Plan was a shift in drainage design from a single, shared detention facility to individual lot-based drainage solutions.

The current proposal for the Karl Malone Powersports Final PUD Plan aligns with both the approved Preliminary PD Site Plan and the updated Sketch Plan as the Powersports store is categorized as the Commercial use of Vehicle Sales, Service, and Repair – Heavy per Land Development Code Chapter 18.07 – Definitions.



Each parcel within the Terrazzo Baja Commercial Development is required to obtain Final Planned Unit Development approval ([Sec. 18.03.460](#)) prior to the issuance of land development and building permits.

DETAILS.

The Karl Malone Powersports Final PUD proposes a 3.29-acre commercial vehicle sales and service development focused on recreational motorized equipment. The project includes a two-story, approximately 30,000-square-foot building containing showroom space, sales, service bays, maintenance, parts, office, and employee break room areas, together with parking, signage, landscaping, a trash enclosure, and a secured rear storage area for recreational vehicles awaiting service. Access will be provided from the future extension of Terrazzo Drive and a shared access drive serving Lots 8 and 9.

Technical studies and all application documents submitted by the applicant were reviewed by Town staff and the Town Engineer, and it was determined that the project can be adequately served by existing transportation, drainage, utility, and public service infrastructure. All review comments submitted by reviewing agencies were addressed by the Applicant during this review and confirmed during the Planning Commission public hearing on July 8, 2026 (see July 8, 2026, [PC Staff Report](#)).

Public notice was completed in accordance with the Land Development Code, and the proposal has been found to be consistent with the approved Preliminary PUD

FINDINGS OF FACT

On July 8, 2026, the Planning Commission held a public hearing on the request and recommended approval, by a vote of 6 to 0, based on the following Findings of Fact:

1. The proposed Karl Malone Powersports Final Planned Unit Development meets the applicable criteria identified in Section 18.03.460(D) of the Land Development Code.
2. The Final PUD is consistent with the approved Santa Fe Park Preliminary PUD and the Terrazzo-Baja Commercial Development framework; provides appropriate site access, parking, circulation, landscaping, architecture, stormwater management, and utility service; and supports a commercial use that is compatible with the Business Campus land use designation and the

planned land use pattern for the area.

SUGGESTED ACTION.

I move to ADOPT/DENY Ordinance No. 21-2026, an ordinance granting approval of the Karl Malone Powersports Final Planned Unit Development, located at 15871 Terrazzo Drive and 15789 Terrazzo Drive, supported by the attached and linked exhibits, together with the Findings of Fact provided in the Staff Report

ATTACHMENTS AND RESOURCES. [\[link\]](#)

1. Staff Presentation [\(link\)](#)
2. Planning Commission Staff Report with Attachments [\(link\)](#)
3. Draft Minutes – Planning Commission, dated 7/8/2026 [\(link\)](#)
4. Ordinance No.21-2026 - An Ordinance Granting Approval of the Karl Malone Powersports Final PUD Plan

Karl Malone Powersports

Final PUD Plan

Staff Presentation

Town Council Meeting – 8/3/2026



INTRODUCTION

The Applicant, Mr. Cal Johnson of Legend Engineering, on behalf of the owner of the subject property, KMAM Real Estate Commons LLC, is seeking Final Planned Unit Development (FPUD) approval for a Karl Malone Powersports at 15871 Terrazzo Drive (Lots 8 and 9 in Terrazzo-Baja Commercial Development).

Karl Malone Powersports

- A vehicle sales and service commercial use focused on recreational motorized equipment, combining showroom retail, repair services, and limited outdoor display. The development is a 2.96-acre development proposed on Lot 8 in the Terrazzo Baja Development north of Baptist Road.
- The proposed development includes a 30,000 square foot recreational vehicle sales and service building, associated parking, lighting, and landscaping.

Sales tax revenue for the proposed use will be derived from the sale of parts, accessories, and merchandise. Sales tax revenue from the sale of ATVs, motorcycles or off-road vehicles are dependent upon location of registration.



PUBLIC HEARING NOTICE



Karl Malone Powersports
Final PUD Plan
File Number: 2025-026-FPUD

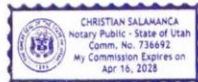
AFFIDAVIT – MAILING Final PUD Plan

I, Jason Peterson, (print name) as the ☐ owner ☒ authorized agent, (check one) for the property located at property schedule number(s) 7126002032, and 712600203, in the Town of Monument, El Paso County, Colorado do hereby attest that I reviewed the records of the El Paso County Assessor on the day of June 15th, 2026, and have sent letters via first class U.S. mail to the owners of record for the properties within 500-feet of the perimeter property line of the proposed Final PUD Plan for Karl Malone Powersports, giving notice of forthcoming public hearings for Planning Commission on **July 8, 2026** and Town Council on **August 3, 2026** in compliance with Town Code Section 18.01.260-Public notice requirements., F. Mailed notice. on June 15th, 2026, which is at least 15 days prior to the date of the hearings.

Signed: Jason Peterson
Print Name: Jason Peterson
Owner/Authorized Agent (circle one)
State of, Utah
County of: Wasatch

Sworn and subscribed to before me, a Notary Public, by Jason R Peterson, this 15 day of 2026, who is either personally known to me or who has produced Utah DL as identification.

My Commission Expires: April 16 2028
Notary Public for the State of Utah
Print Name: Christian Sulamancy



Karl Malone Powersports
Final PUD Plan
File Number: 2025-026-FPUD

AFFIDAVIT – POSTED NOTICE Final PUD Plan

I, David Schroeder, (print name) as the ☐ owner ☒ authorized agent, (check one) for the property located at property schedule numbers 7126002032, and 712600203, in the Town of Monument, El Paso County, Colorado do hereby attest that I installed, ONE sign along Old Denver Road, facing out to traffic, in compliance with Town Code Section 18.01.260-Public notice requirements., E. Posted Notice. On June 15 (month/day), 2026, which is at least 15 days prior to the public hearing, scheduled for **Planning Commission on July 8, 2026**, and **Town Council on August 3, 2026**, for the proposed development application: Karl Malone Powersports Final PUD.

Signed: David H. Schroeder II
Print Name: David H. Schroeder II
Owner/Authorized Agent (circle one)
State of, Colorado
County of: El Paso

Sworn and subscribed to before me, a Notary Public, by David H. Schroeder, this 15th day of 2026, who is either personally known to me or who has produced _____ as identification.

My Commission Expires: 2/11/28
Notary Public for the State of Colorado
Print Name: Melissa Ruble

MELISSA KELLY RUBLE
NOTARY PUBLIC - STATE OF COLORADO
Notary ID #20164005709
My Commission Expires Feb. 11, 2028

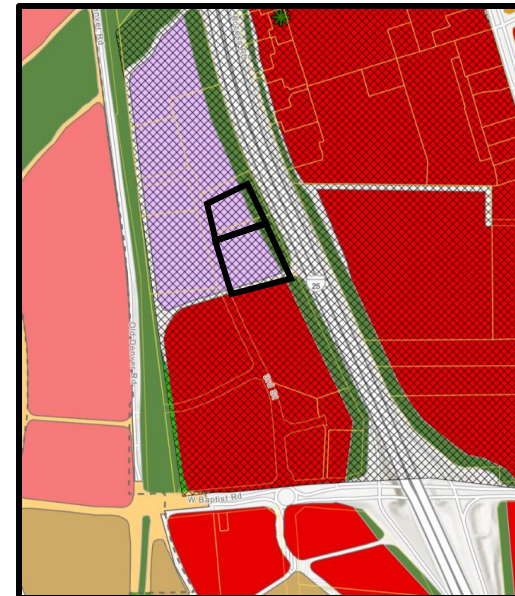
SURROUNDING ZONING LOCATION, LAND USE

- **North** – Vacant property within the Terrazzo-Baja Commercial Development
- **South** – Vacant property within the Terrazzo-Baja Commercial Development
- **East** – CDOT, I-25 Corridor
- **West** – Triview Administrative Building



2017 Future Land Use Plan

- BC - Business Campus
- CC - Community Commercial
- D - Downtown
- LI - Light Industrial/Warehouse
- LL - Large Lot Residential
- MU - Mixed Use
- PR - Parks, Trails, Open Space
- PS - Public/Quasi-public/Utility
- RA - Residential Attached
- SFD - Single Family Dwellings
- PS - (School) Public/Quasi-public/Utility



2017 CompPlan: Future Land Use

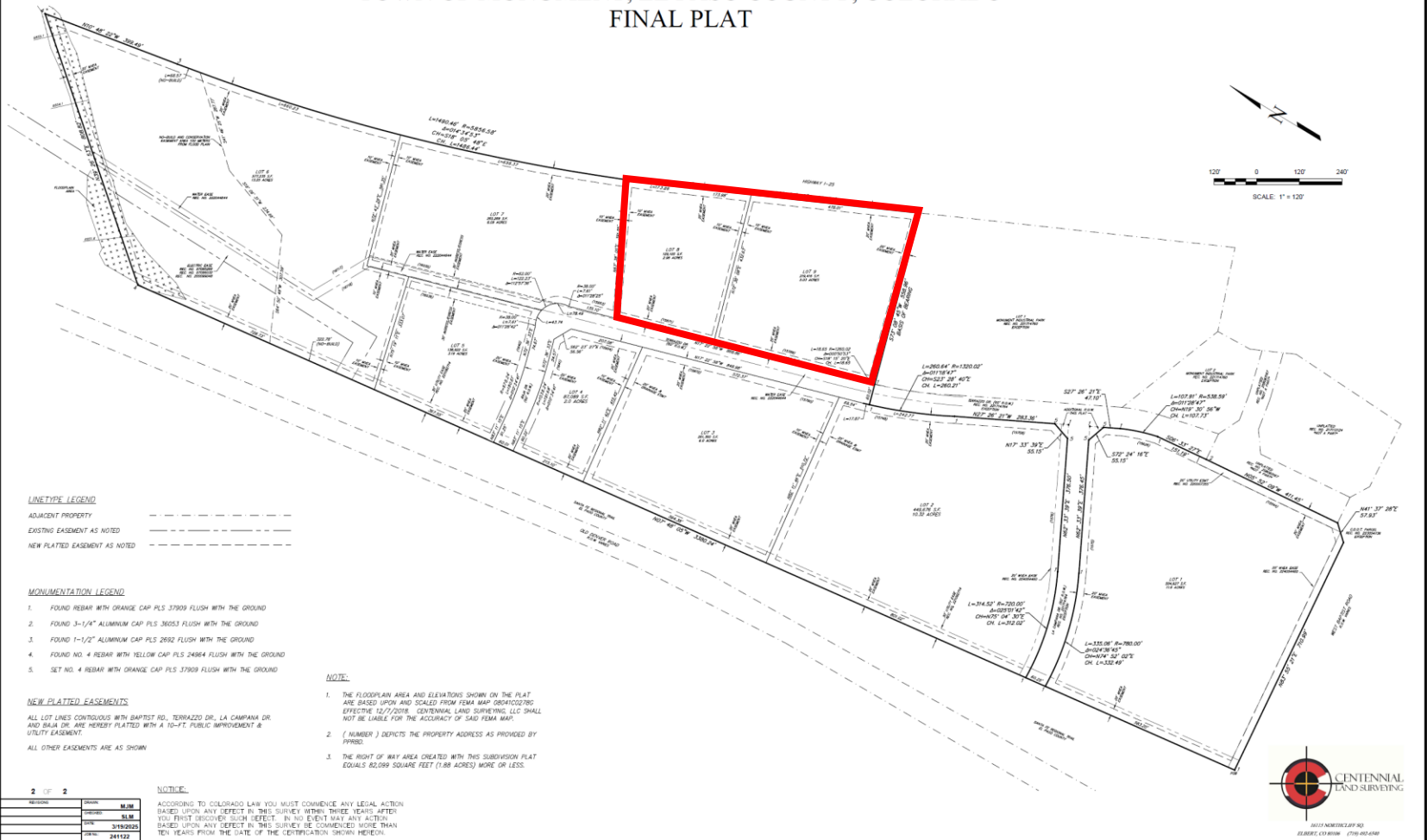
2017 Future Land Use Plan

- BC - Business Campus
- CC - Community Commercial
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- LI - Light Industrial/Warehouse
- LL - Large Lot Residential
- MU - Mixed Use
- PR - Parks, Trails, Open Space
- PS - Public/Quasi-public/Utility
- RA - Residential Attached
- SFD - Single Family Dwellings
- PS - (School) Public/Quasi-public/Utility



PROJECT DETAILS

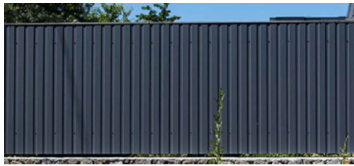
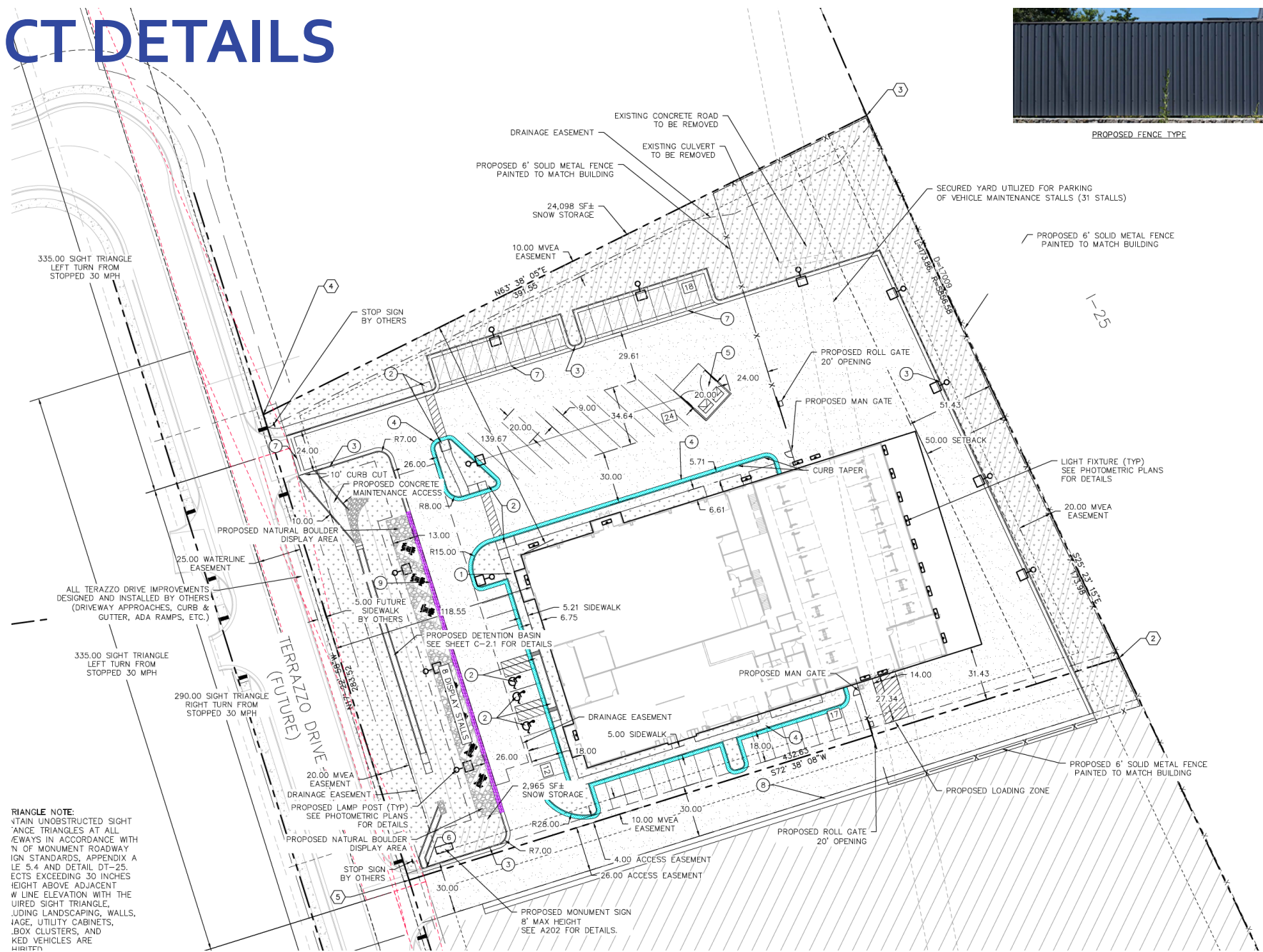
TERRAZZO-BAJA COMMERCIAL DEVELOPMENT A SUBDIVISION OF LAND LOCATED IN THE EAST 1/2 OF SECTION 26, TOWNSHIP 11 SOUTH, RANGE 67 WEST OF THE 6TH P.M. TOWN OF MONUMENT, EL PASO COUNTY, COLORADO FINAL PLAT



Location and Plat History



PROJECT DETAILS



PROPOSED FENCE TYPE

TRIANGLE NOTE:
VEIN UNOBSTRUCTED SIGHT
ANCE TRIANGLES AT ALL
WAYS IN ACCORDANCE WITH
N OF MONUMENT ROADWAY
IGN STANDARDS, APPENDIX A
LE 5.4 AND DETAIL DT-25.
ECTS EXCEEDING 30 INCHES
HEIGHT ABOVE ADJACENT
W LINE ELEVATION WITH THE
URED SIGHT TRIANGLE.
UDING LANDSCAPING, WALLS,
IAGE, UTILITY CABINETS,
BOX CLUSTERS, AND
KED VEHICLES ARE
HIBITED.



Parking and Snow Storage

SITE DATA

TOTAL LOT AREA:	348,451	SF	(8.00 ACRES)
FUTURE DEVELOPMENT AREA:	205,104	SF	(4.71 ACRES)
DEVELOPED AREA:	143,347	SF	(3.29 ACRES)
BUILDING AREA:	30,897	SF±	21.6%
PAVEMENT AREA:	72,279	SF±	50.4%
LANDSCAPE AREA:	40,171	SF±	28.0%

SNOW STORAGE REQUIRED:	25,166	SF
SNOW STORAGE PROVIDED:	27,063	SF

BUILDING DATA

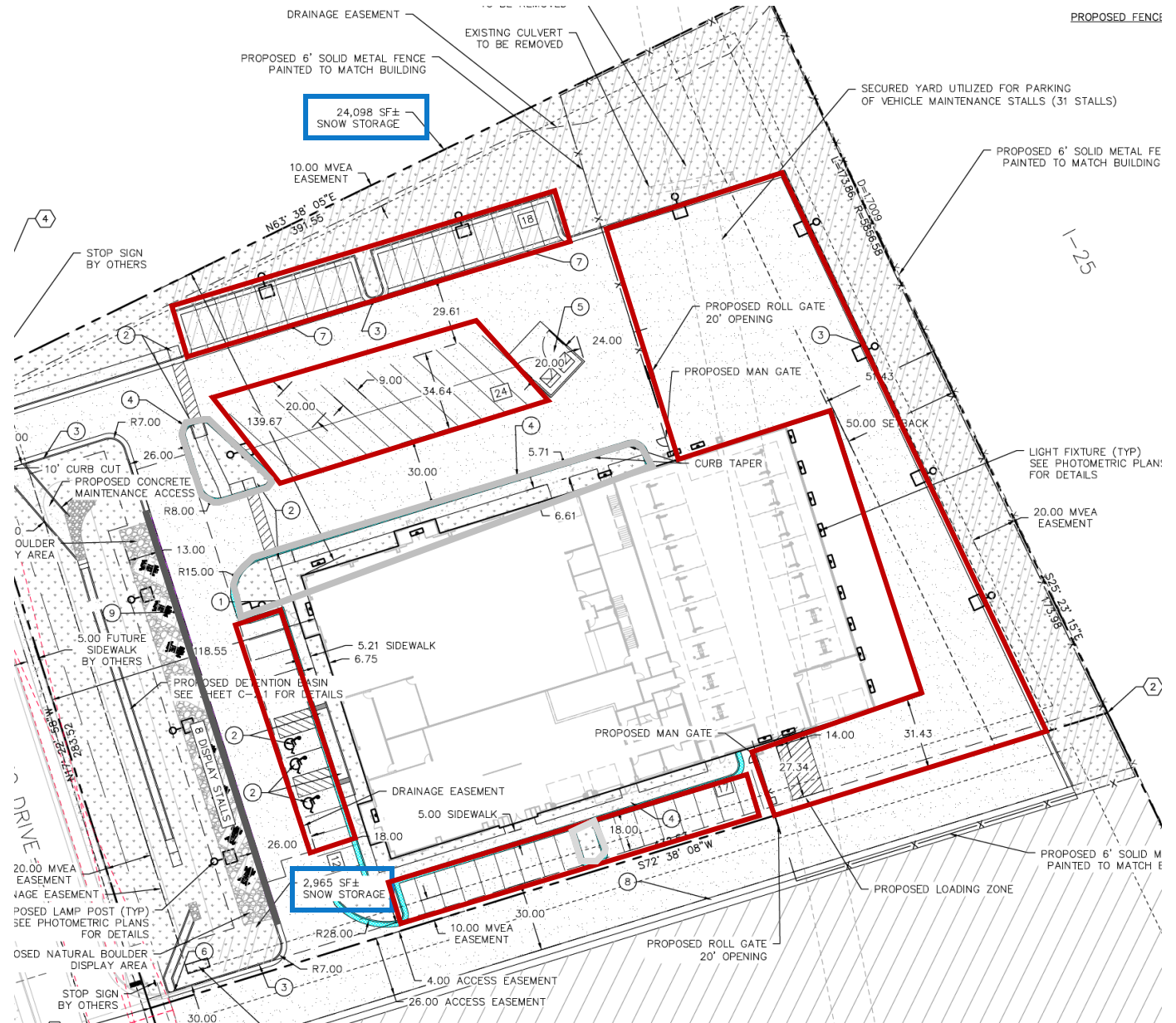
ZONE: PUD (PLANNED UNIT DEVELOPMENT)

PARKING TABULATION

REQUIRED: 1 PER 10 VEHICLE OUTSIDE DISPLAY AREA PLUS
1 PER 450 SF OF FLOOR AREA PLUS 4 SPACES PER
MAINTENANCE SERVICE BAY

REQUIRED: 102 STALLS (8 OUTSIDE DISPLAY STALLS=0.8 STALLS
18,630 / 450 = 41.4 STALLS
15 X 4 = 60 STALLS
=102 TOTAL STALLS)

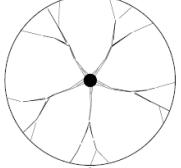
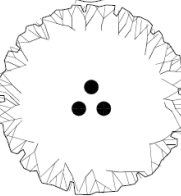
PROVIDED: 71 CUSTOMER STALLS (3 ADA STALLS)
31 MAINTENANCE STALLS (IN REAR STORAGE YARD)
102 TOTAL STALLS



PROJECT DETAILS

Landscaping

PLANT SCHEDULE

SYMBOL	BOTANICAL / COMMON NAME
TREES	
	AMELANCHIER ARBOREA 'AUTUMN BRILLIAN'
	GLEDITSIA TRIACANTHOS INERMIS 'SHADE'
	MALUS X 'RADIANT' / RADIANT CRAB APPL
	MALUS X 'SPRING SNOW' / SPRING SNOW CF
	PICEA PUNGENS GLAUGA / BLUE COLORAD
	PRUNUS VIRGINIANA 'CANADA RED' / CANA
	ZELKOVA SERRATA 'GREEN VASE' / GREET

MAINTAIN UNOBSTRUCTED SIGHT DISTANCE TRIANGLES AT ALL DRIVEWAYS IN ACCORDANCE WITH TOWN OF MONUMENT ROADWAY DESIGN STANDARDS APPENDIX A TABLE 5-4 AND DETAIL DT-25. OBJECTS EXCEEDING 50 INCHES IN HEIGHT ABOVE ADJACENT FLOOR LINE ELEVATION WITH THE REQUIRED SIGHT TRIANGLE, INCLUDING LANDSCAPING, HALLS, SIGNAGE, UTILITY CABINETS, HALLBOX CLUSTERS, AND PARKED VEHICLES ARE PROHIBITED.

PROPERTY LINE

DISPASTER LOCATION

FENCE

PROPOSED BUILDING

ERAZZO DRIVE

MONUMENT SIGN

SHRUBS



GRASSES



ANNUALS/PERENNIALS

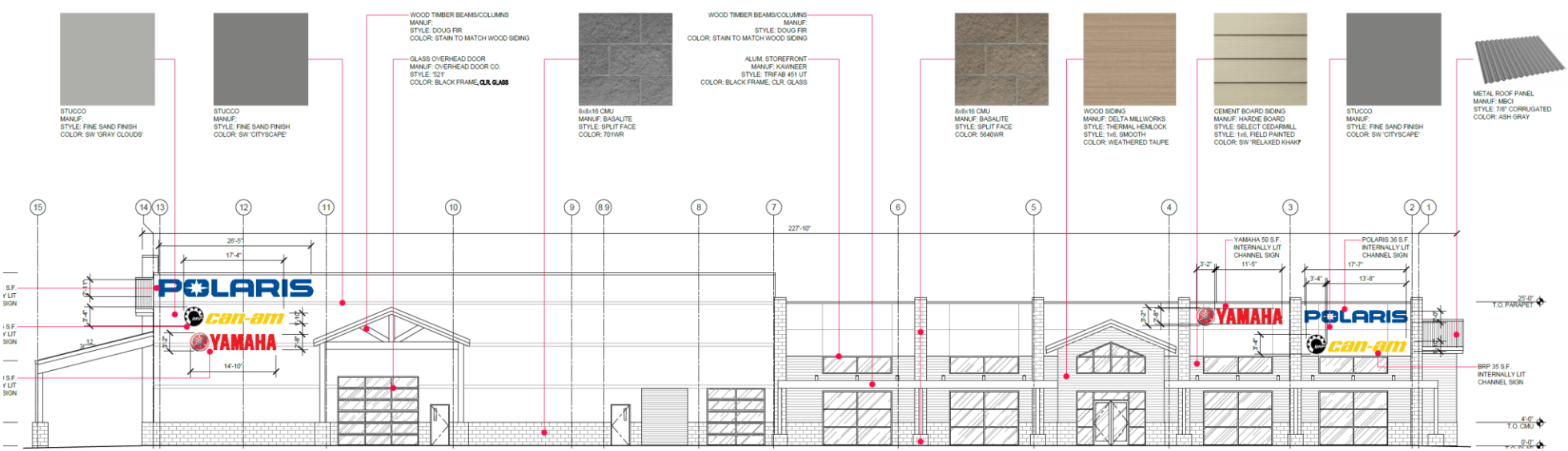
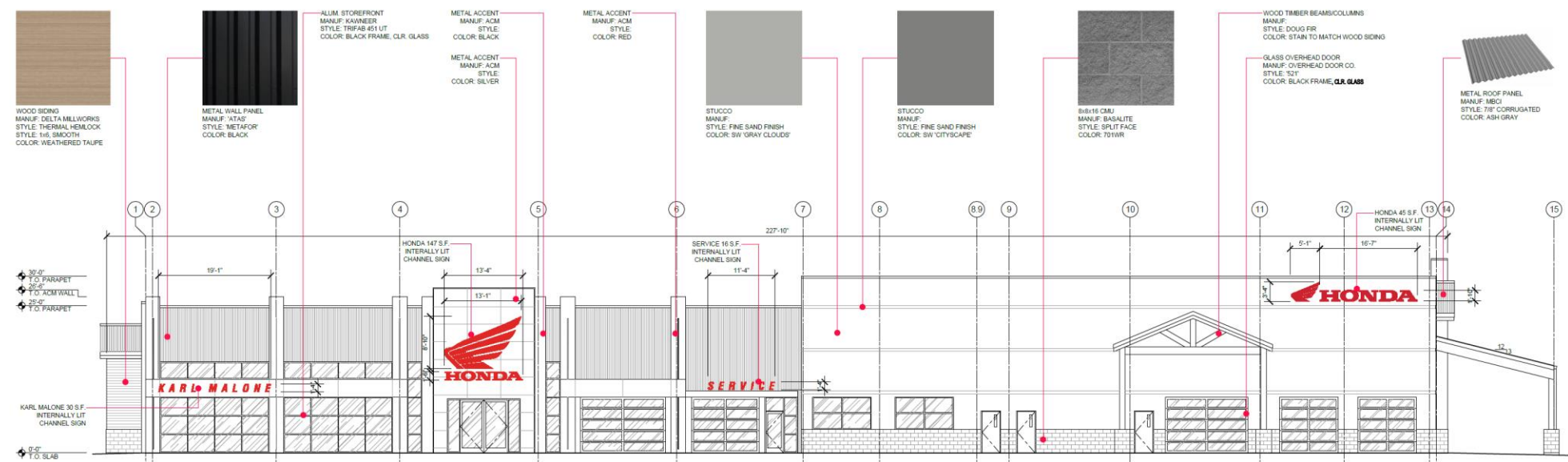


ROCK MULCH



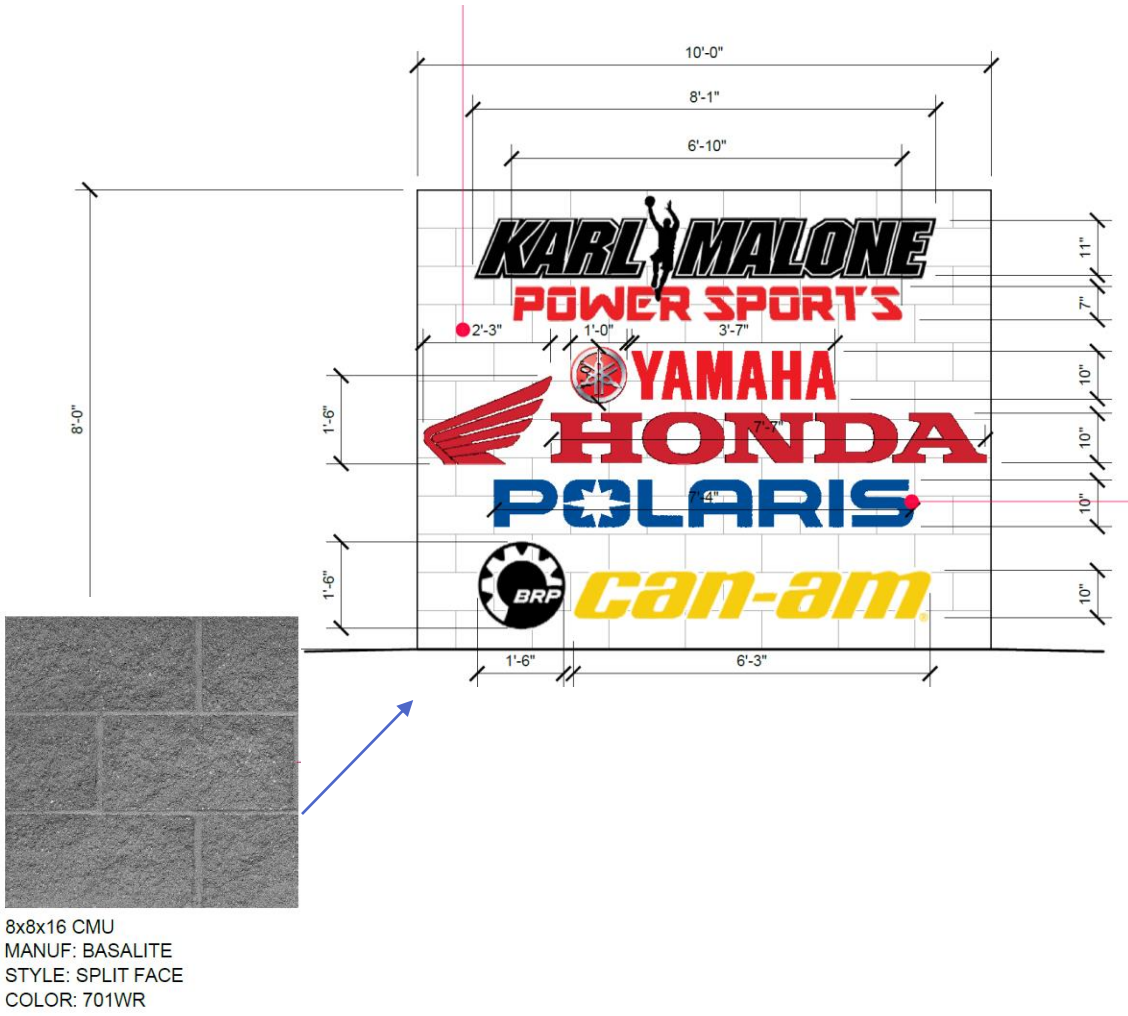
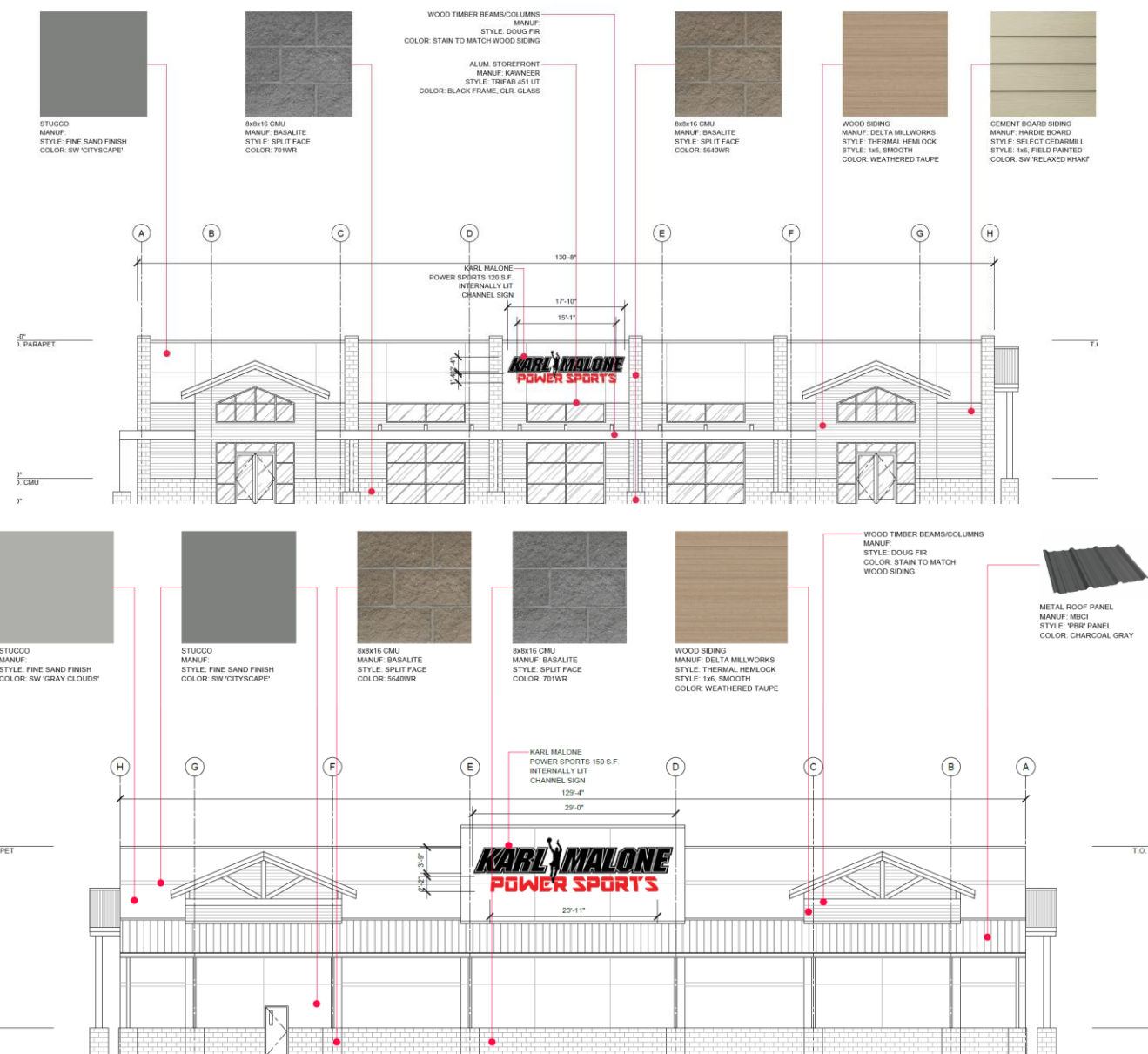
PROJECT DETAILS

Building Materials and Sign Package



PROJECT DETAILS

Building Materials and Sign Package



PROJECT DETAILS

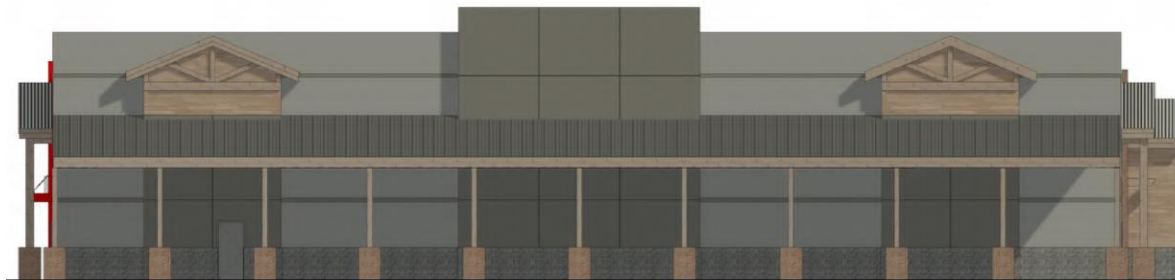
Architecture, Elevations, and Color



NORTH ELEVATION
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



EAST ELEVATION



WEST ELEVATION

PROJECT DETAILS

Perspective View



PROJECT DETAILS

Traffic Analysis

Hales Engineering 6/4/2026

- 31,000sf Karl Malone development
- 866 weekday daily trips:
64 trips morning peak hour
72 trips evening peak hour

Conclusions

- All evaluated intersections are expected to operate at acceptable levels of service, and no roadway improvements or traffic mitigation measures are recommended.

Final Drainage Report

Legend Engineering January, 2026

- Runoff to be captured in underground system and supplemented by a surface detention component.
- Combined system will release flows at historic rates over a seven-day period and discharge at the southwest corner of the Terrazzo Baja development.

Conclusions

- Designed in accordance with and exceeding the requirements of the El Paso County Drainage Criteria Manual



PROJECT DETAILS

Geotechnical Report



605 ELKTON DRIVE
COLORADO SPRINGS, CO 80907
PHONE (719) 531-5599

GEOTECHNICAL AND PAVEMENT DESIGN REPORT
KARL MALONE POWER SPORTS
TERRAZZO DRIVE
MONUMENT, COLORADO

Prepared for:
Legend Engineering
52 West 100 North
Heber City, Utah 84032

Attn: Cal Johnson

April 23, 2024

Respectfully Submitted,

ENTECH ENGINEERING, INC.


Stuart Wood
Staff Geologist

Reviewed by:



Digitally signed by Joseph C. Goode III
Date: 04/23/24

Joseph C. Goode III, P.E.
Sr. Engineer

SW:JCG/ed
Entech Job No. 240318

F:\AA Projects\2024\240318-Legend Engineering-Karl Malone Power Sports Terrazzo Dr-Geotech&Pave\09-Reports\240318 gr and pr.docx

Town Engineer Recommendation of Approval

Town Engineer’s review of the submittal documents culminated in approval of all technical documents.

Such submittal requirement has been included in the draft ordinance as a condition of approval for the Karl Malone Final PUD Plan.



PLANNING COMMISSION PUBLIC HEARING

- On July 8, 2026 Planning Commission held a public hearing on this request and voted 6 to 0 to forward a recommendation of approval

The Commission discussed

- Architectural design
- Branding
- Building materials
- Outdoor storage screening and security
- Visibility from Interstate 25.
- Commissioners expressed appreciation for the revised design, noting it better reflects the Town's character and expectations.



CRITERIA FOR REVIEW – Final PUD Plan §18.03.460

1. *The final PUD is consistent with the Preliminary PUD*
2. *Circulation is designed for the type of traffic generated, and emergency access*
3. *Functional parks, open space, and connectivity*
4. *A variety of development and housing types and styles is proposed*
5. *Privacy for individuals, families and neighbors is provided*
6. *Building design results in a quality architectural design*
7. *The landscaping is a quality design that enhances the site*
8. *Adequate off-street parking will be provided*
9. *The Town may increase or decrease off-street parking spaces*
10. *The final PUD has been shown to fit within the context of the planned land use pattern and roadway and utility systems of the larger surrounding area.*



POSSIBLE ACTIONS

- Approve the application as presented
- Approve the application with conditions
- Remand the application back to Planning Commission to work through any items noted this evening
- Deny the application



SUGGESTED MOTION.

I move to adopt Ordinance No. 21-2026, An Ordinance Granting Approval of the Karl Malone Powersports Final PUD Plan, located on Lots 8 and 9 in the Terrazzo-Baja Commercial Development, supported by the referenced documents and the Findings of Fact as listed in the staff report.



**TOWN OF MONUMENT
ORDINANCE NO. 21-2026**

**AN ORDINANCE GRANTING APPROVAL OF THE FINAL PLANNED UNIT
DEVELOPMENT PLAN FOR KARL MALONE POWERSPORTS, LOCATED ON LOTS 8
AND 9 IN THE TERRAZZO-BAJA COMMERCIAL DEVELOPMENT**

WHEREAS, the Town of Monument (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town’s Home Rule Charter approved by the electors on November 8, 2022 (“Charter”); and

WHEREAS, the Town Council adopted the strategic objective to enable responsible community development by establishing clear and accountable plans, processes, and procedures that create positive conditions for responsible and enduring community development and growth; and

WHEREAS, Legend Engineering is seeking approval of the Final Planned Unit Development (FPUD) for Karl Malone Powersports (the “Property”), for the construction of a recreational vehicle sales, service, and repair facility located on lots 8 and 9 in the Terrazzo-Baja Commercial Development, legally described on Exhibit A; and

WHEREAS, the Monument Planning Commission conducted a public hearing on this application on July 8, 2026, and made a recommendation of APPROVAL by a vote of 6 to 0, based upon the Finding of Fact attached hereto as Exhibit B;

WHEREAS, the Town desires to ensure long-term financial health and sustainability by supporting orderly commercial development that strengthens the tax base, supports long-range financial planning, and promotes efficient and resilient Town services; and

WHEREAS, on August 3, 2026, the Monument Town Council received the Planning Commission’s recommendation and conducted a public hearing, and determined that the Final Planned Unit Development for Karl Malone Powersports conforms to the approved Terrazzo-Baja Commercial Development Sketch Plan and Final Plat and satisfies the requirements of Section 18.03.460 et seq. of the Land Development Code; and

WHEREAS, this Ordinance was introduced by title and voted upon at the regular meeting of the Town Council on August 3, 2026.

THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO, ORDAINS:

Section 1. Incorporation. The recitals set forth above are incorporated and ordained as if set forth in this section in full.

Section 2. Approval. The Town Council approves the Final Planned Unit Development for Karl Malone Powersports, prepared by Legend Engineering, dated 6/9/2026, located north of the intersection of Baptist Drive and Terrazzo Drive.

Section 3. Publication. Pursuant to Subsection 6.5, 3. of the Town of Monument Home Rule Charter and Subsection 2.04.030, G. of the Monument Municipal Code upon approval, this Ordinance shall be published on the Town's office website in full for not less than ten (10) days.

Section 4. Authentication and Filing. Upon passage, this Ordinance shall be authenticated by the Mayor and Town Clerk and maintained by the Town Clerk in such form as is sufficient to assure reasonable access by the public. Failure to authenticate any ordinance shall not invalidate it or suspend its operation.

Section 5. Effective Date. This Ordinance shall become effective and be in full force and effect ten (10) days after final publication.

Section 6. Severability. If any portion of this Ordinance or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications of the ordinance which can be given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

INTRODUCED, PASSED, and ADOPTED/REJECTED, by the Town Council of the Town of Monument, Colorado this 3rd day of August 2026 by a vote of for and against.

TOWN OF MONUMENT, COLORADO

By: _____
Mitch LaKind, Mayor

Attest:

Tina Erickson, Town Clerk

EXHIBIT A

LEGAL DESCRIPTION

LOTS 8 AND 9, TERRAZZO-BAJA COMMERCIAL DEVELOPMENT, COUNTY OF EL PASO,
STATE OF COLORADO, RECEPTION NO. 225715517

EXHIBIT B
FINDINGS OF FACT

1. The proposed Karl Malone Powersports Final Planned Unit Development meets the applicable criteria identified in Section 18.03.460(D) of the Land Development Code.
2. The Final PUD is consistent with the approved Santa Fe Park Preliminary PUD and the Terrazzo-Baja Commercial Development framework; provides appropriate site access, parking, circulation, landscaping, architecture, stormwater management, and utility service; and supports a commercial use that is compatible with the Business Campus land use designation and the planned land use pattern for the area.



MEMORANDUM

TO: The Honorable Mayor and Town Council
Madeline VanDenHoek, Town Manager

FROM: Rey Medina, Planner

DATE: August 3, 2026

SUBJECT: Ordinance No. 22-2026 — An Ordinance Granting Approval of the Final Planned Unit Development Plan for Conexus Lot 1 Filing 2, also known as Hillpointe, located along Old Denver Road within the Conexus Development.

BACKGROUND.

The applicant for Conexus Lot 1 Filing 2, also known as Hillpointe, has requested that the August 3, 2026, public hearing before Town Council be continued to August 17, 2026.

Staff understands that, under the purchase contract between the applicant and property owner, the applicant is required to purchase the property once Town Council approves the Final Planned Unit Development for the project. The applicant has requested additional time for the Town Engineer to complete the initial review of the related construction documents. The Town Engineer is prepared to provide comments to the applicant before publication of the August 17, 2026, Town Council agenda.

Staff has no objection to the request and recommends that Town Council continue the public hearing for Conexus Lot 1 Filing 2 from August 3, 2026, to August 17, 2026.

SUGGESTED MOTION

I move to continue the public hearing and consideration of Ordinance No. 22-2026, an ordinance granting approval of the Final Planned Unit Development Plan for Conexus Lot 1 Filing 2, also known as Hillpointe, located along Old Denver Road within the Conexus Development, from August 3, 2026, to August 17, 2026.



TOWN OF MONUMENT COUNCIL MEMORANDUM

TO: Mayor and Town Council

FROM: Jennifer Phillips, Finance Director/Interim Public Works Director

DATE: August 3, 2026

SUBJECT: Water Rates, Fees and Fines Schedule Adoption

STRATEGIC PRIORITIES (2026–2028)

☒ **Ensure Long-Term Financial Health and Sustainability** - Supports long-range financial health, forecasting and sustainability to ensure efficient and resilient municipal services.

BACKGROUND

The Town issued a Request for Proposals (RFP) for a water rate study on April 9, 2025. Following staff review of the proposals submitted, the Town Council approved a contract with Willdan Financial Services. The purpose was to conduct a comprehensive study of the Town's water rates to recommend water rate increases for adequate funding for operations, maintenance and capital projects of the Town's water system.

Upon completion of the study, the consultant's findings and recommendations were presented to the Citizens Service Level Advisory Committee (CSLAC) on April 9, 2026. The results were subsequently presented to the Town Council on May 20, 2026, at which time Council directed staff to re-evaluate certain aspects of the rate study.

Following additional analysis, the revised study recommendations were presented to CSLAC on June 11, 2026, and to the Town Council on June 15, 2026. The final rate recommendations were presented to the Town Council on July 6, 2026, at which time Council directed staff to bring forward a resolution for consideration.

In addition, Wildan Financial Services conducted a fee study during 2026, which included a few water related fees and fines. Adjustments to these water fees and fines are also included in this item for Council's consideration.

DISCUSSION / ANALYSIS

The Town of Monument has not raised water rates since 2020. Wildan Financial Services, the Town's third-party consultant, evaluated the current water rates to determine recommended rate increases for the next five years. Analyzing the Town's Water Enterprise Fund operating and maintenance costs along with current planned capital projects, the consultant has determined it is necessary to increase rates to continue fully funding operations for the Water Enterprise Fund.

Financial Policy 12 – Utility Enterprise Fund, Section 12.02 states that the Town will establish rates and fees at levels that recover direct and indirect costs, and that rates will be reviewed in conjunction with the Town's annual capital planning and budgeting processes.

Section 12.04 states the Town will maintain a Rate Stabilization Fund in the Water Fund of five percent (5%) of the average actual revenues for the preceding three fiscal years. This fund will be established as part of the 2027 Budget.

Section 12.05 states the Town will maintain an additional Asset Maintenance Fund with an upper goal equal to 20 percent (20%) of the enterprise fund infrastructure assets. This fund will be established as part of the 2027 Budget.

An operating reserve, a rate stabilization fund and an asset management fund are all essential to the financial stability of the Water Enterprise Fund.

The following are key factors in the Water Enterprise Fund's fiscal health:

Maintaining Financial Sustainability: The Water Enterprise Fund is expected to operate as an enterprise and not be subsidized by the General Fund. This means the Water Enterprise Fund has adequate funding to replace equipment when needed, fully fund operating and maintenance, and maintain reserves and other required funds as provided in Financial Policy 12.

Capital Improvement Projects: Additional storage tanks, expansion of the water system, water line and well replacements, new reusable water sources are examples of projects that are being considered. The Town needs to begin preparing for future capital projects, which will be identified as part of the Water Master Plan to be completed later this year.

Regulatory Requirements: Federal and state regulations continue to change and expand, Town of Monument needs to continue investing in treatment technology, water quality monitoring equipment, and other regulatory equipment.

Rising Operating Costs: Inflation impacts the operations, maintenance and capital costs of the Water Enterprise Fund and therefore water rates should be increased to cover these cost increases.

Aging Infrastructure: Water systems are becoming more expensive to maintain, and therefore the Town needs to continue replacing aging pipes, pumps, facilities, meters, and water mains. With old infrastructure, water main breaks and leaks become more frequent, emergencies become more expensive, and service reliability can falter.

Increases in water rates are recommended as followings and updated Water Rate and Fee chart is attached to Resolution 57-2026.

0-3,000 gallons – no increase

3,001-24,000 gallons – 10% increase

24,001 gallons+ - 15% increase

For bulk water customers, staff are recommending a \$500 refundable deposit be held by the Town since bulk water is first picked up by the customer and then the Town bills the customer. Inappropriate use of the bulk drinking water tank can result in staff having to clean the distribution equipment at the tank and non-payment of the water bill has occurred leaving the Town with no mechanism to recover the cost of the water or maintenance costs.

Staff are also recommending:

- Adding an administrative billing fee for bulk water customers; \$5.00 per month for residential customers and \$10.00 per month for commercial customers.
- Adding a construction meter administrative fee of \$10.00 per month.
- Adding the \$3.00 service fee already approved by the Town Council on all utility bills.
- Adding a monthly backflow non-compliance fine to ensure commercial businesses are in compliance with State regulations and the Town's water permit.
- Increasing the late fee charge from \$12.50 to \$20.00.

Staff are also recommending that the shut-off fee, regardless of number of shut-offs, be limited to \$50.00 per shut-off. Currently, the Town charges \$50.00 for the first shut-off, \$100 for the second shut-off and \$150 for the third shut-off. In addition, staff recommend eliminating the meter test fee of \$125.00 as well as the \$40.00 after-hours/weekend trip fee as both have been provided without charges in recent years and are considered good customer service and important services to manage leaks within the water system.

FINANCIAL IMPACT

The analysis conducted by the third-party consultant identified that at the current rates the Water Enterprise Fund would be under the reserve limit set by the Town Council by 2028. Per Financial Policy 12 water rates will be monitored and reviewed each year to maintain ongoing operations, maintenance, capital projects and adequate funding of reserves and funds.

COMMUNITY IMPACT

The average residential customer of the Town's water system spends \$96.36 per month for water usage, equating to approximately 5,000 gallons a month. With the proposed rate increase, the Town estimates the average customer water bill to be \$99.25. The rate increase will only affect water usage above the first 3,000 gallons.

The Town will conduct a public information campaign to help inform residents and businesses regarding the rates, fees and fines increases.

RECOMMENDED ACTION

As recommended by the third-party consultant, staff recommend that the Town Council approve a graduated water rate increase based on the usage above 3,000 gallons for both residential and commercial users. Up to 3,000 gallons at 0% increase, 3,001 – 24,000 gallons at 10% increase, and 24,001 gallons plus at 15% increase. Therefore, staff recommend Council adopt Resolution No. 57-2026 adopting the water rate increases along with adjustments to other water related fees as identified in Attachment 1 to the Resolution.

TOWN OF MONUMENT

RESOLUTION NO. 57- 2026

A RESOLUTION APPROVING INCREASES IN WATER RATES, FEES AND FINES FOR ALL TOWN OF MONUMENT CUSTOMERS TO ENSURE THE LONG-TERM FINANCIAL STABILITY OF THE WATER ENTERPRISE FUND

WHEREAS, the Town of Monument has identified the need to ensure long-term financial health and sustainability as a strategic priority for 2026–2028, including supporting prudent financial planning, long-range forecasting, and responsible investment in order to maintain efficient, resilient, and high-quality municipal services for the benefit of the Monument community; and

WHEREAS, Financial Policy 12 – Utility Enterprise Fund, Section 12.02 states that the Town will establish rates and fees at levels that recover direct and indirect costs, and that rates will be reviewed in conjunction with the Town’s annual capital planning and budgeting processes; and

WHEREAS, The Town of Monument and Wildan Financial Services have evaluated the Water Enterprise Fund’s financial health in relation to operations, maintenance and capital projects costs and determined that a rate increase is necessary to continue current operations and to make improvements to the system; and

WHEREAS, the proposed water rate, fee and fine increases will increase financial sustainability for the operation, maintenance, growth and regulation of the Town’s water system.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO THAT:

The Town council hereby approves increases in water rates, fees and fines for all Town of Monument customers to ensure the long-term financial stability of the Water Enterprise Fund. The waters rates will have graduated rate increases based on the usage above 3,000 gallons for both residential and commercial users. 0 – 3,000 gallons at 0% increase, 3,001 – 24,000 gallons at 10% increase, and 24,001 gallons plus at 15% increase. Other fines and fees shall be adjusted as specifically identified in Attachment 1 - Water Rates, Fees and Fines Schedule, which shall be effective on September 1, 2026.

PASSED AND RESOLVED by the Town Council of the Town of Monument, El Paso County, Colorado, this 3rd day of August 2026 by a vote of ____ for and ____ against.

TOWN OF MONUMENT

Mitch LaKind, Mayor

ATTEST:

Tina Erickson, Town Clerk

Water Rates, Fees and Fines Schedule
New Rates as of September 1, 2026

Residential and Commercial Rates				
Gallons Used	Cost Per Gallon	Cost Per Gallon Outsides Services	Cost Per Gallon (NEW RATES)	Cost Per Gallon Outside Services (NEW RATES)
0 – 3,000	\$0.013	\$0.020	\$0.013	\$0.020
3,001 – 6,000	\$0.014	\$0.021	\$0.015	\$0.023
6,001 – 12,000	\$0.015	\$0.023	\$0.017	\$0.025
12,001 – 24,000	\$0.016	\$0.024	\$0.018	\$0.026
>24,000	\$0.017	\$0.026	\$0.020	\$0.029

Bulk and Construction Meter Rates				
Gallons Used	Residential / Commercial Inside Town	Residential / Commercial Outside Service Area	Residential / Commercial Inside Town (NEW RATES)	Residential / Commercial Outside Service Area (NEW RATES)
0 – 3,000	\$0.016	\$0.030	\$0.016	\$0.030
3,001 – 6,000	\$0.023	\$0.032	\$0.025	\$0.035
6,001 – 12,000	\$0.025	\$0.034	\$0.028	\$0.037
12,001 – 24,000	\$0.027	\$0.036	\$0.030	\$0.040
>24,000	\$0.029	\$0.038	\$0.033	\$0.044
Refundable Deposit			\$500	\$500
Monthly Billing Fee			\$5	\$10

Water Meter Monthly Base Rates		
Meter Size (Inches)	Base Rate Per Month	Base Rate Per Month (Outside Town's Service Boundary)
¾	\$31.85	\$47.78
1	\$56.71	\$85.07
1 ½	\$127.43	\$191.15
2	\$226.49	\$339.74
3	\$509.68	\$764.52
4	\$905.94	\$1,358.91

Water Impact Fees		
Water Service Size (Inches)	Domestic (Potable) Water – Indoor Use or Combined Indoor/Outdoor	Irrigation Only
¾ Typical SFE	\$23,080	\$23,080
1	\$ 41, 030	\$41,030
1 ½	\$ 92, 320	\$92,320
2	\$123,090	\$180,650
3	\$276,960	\$369,280
4	\$492,730	\$656,500
Multi-Family Units – Indoor Consumption Only, With Separate Irrigation Service		
¾ MFU	\$14,000	

Water Meter Impact Fee	
Meter Size (Inches)	Meter Impact Fee*
¾	\$362
1	\$555
1 ½	\$899
2	\$1,192
3	\$3,088
4	\$3,502
* Impact fee includes meter, transponder, and installation by town staff	

Other Water Fees		
Fee Type		Amount
Shut-Off Fee	Per incident	\$50
Late Payment Fees	Per Month	\$20.00
Town Labor - Installation/Inspection		\$150
Per hour		
Shut-Off Notice Fee		\$20
Construction Meter Billing		\$10
Construction Meter Deposit	\$2,900 Refundable	\$3,000
Lien Fee		\$73
Back Flow Non- Compliance Fee	Per month of non-compliance	\$90
Billing Fee		\$3

Proposed Water Rates, Fees and Fines Increases

MONUMENT TOWN COUNCIL MEETING
AUGUST 3, 2026

Overview

- Sources of funding for Water operations, maintenance, capital and system expansion
- Water Rate and Fee Study conducted

Water Enterprise Fund

- Water Fund is intended to be self supporting
 - Operations
 - Maintenance
 - Capital Outlay/Projects
- Water Rate Study conducted in 2015
- Water Rates increased by 5% each year 2016-2020
- No rate increases 2020-2025

2025 Water Rate Study – Status Quo

	2026	2027	2028	2029	2030
Beginning Fund Balance	\$9,698,000	\$6,764,000	\$4,103,000	\$1,703,000	(\$246,000)
Revenue	\$4,555,000	\$4,500,000	\$4,467,000	\$4,443,000	\$4,463,000
Expenditures	\$7,489,000	\$7,161,000	\$6,867,000	\$6,392,000	\$7,227,000
Ending Fund Balance	\$6,764,000	\$4,103,000	\$1,703,000	(\$246,000)	(\$3,010,000)

Water Rate Increases

- Residential and Commercial Rate Increases
 - Water Usage Per Month:
 - 0-3,000 gallons – no increase
 - 3,001-24,000 gallons – 10% increase
 - 24,001 gallons + - 15% increase
 - Monthly base rates remain unchanged

Water Fee Increases

- Bulk and Construction Meter Rates
 - Add \$500.00 refundable deposit
 - Add monthly billing fee:
 - \$5.00 residential
 - \$10.00 commercial
- Late Payment Fee increase to \$20.00 from \$12.50
- Add \$10.00 Construction Meter Billing
- Add \$3.00 billing fee to all bills

Water Fee and Fine Increases

- Shut-Off Fee - \$50.00 for each shut-off
- Reduce Lien Fee from \$100.00 to \$73.00
- Add Backflow Non-Compliance Fine - \$90.00 per month of non-compliance
- Eliminate Meter Test Fee of \$125.00
- Eliminate After-Hours/Weekend Trip Fee of \$40.00

2025 Water Rate Study – Estimated Revenue with Rate Increases

	2026	2027	2028	2029	2030
Beginning Fund Balance	\$9,698,000	\$6,901,000	\$4,654,000	\$2,985,000	\$2,128,000
Revenue	\$4,692,000	\$4,914,000	\$5,198,000	\$5,535,000	\$5,918,000
Expenditures	\$7,489,000	\$7,161,000	\$6,867,000	\$6,392,000	\$7,227,000
Ending Fund Balance	\$6,901,000	\$4,654,000	\$2,985,000	\$2,128,000	\$819,000

Recommendation:

As recommended by the third-party consultant, staff recommend that the Town Council approve a graduated water rate increase based on the usage above 3,000 gallons for both residential and commercial users. Up to 3,000 gallons at 0% increase, 3,001 – 24,000 gallons at 10% increase, and 24,001 gallons plus at 15% increase. Therefore, staff recommend Council adopt Resolution No. 57-2026 adopting the water rate increases along with adjustments to other water related fees and fines as identified in Attachment 1 to the Resolution.

Town of Monument, CO



Water Rate Study



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Section 1 – Executive Summary

The Town of Monument (Town)'s water enterprise fund is self-supporting and funds the operations and maintenance (O&M) associated with the utility, capital outlay and routine repair and replacement of aging system components for the water system. Water user rate revenue provides a stable secure revenue source for the utility and is the primary revenue source for operations.

There are two main objectives for this study. The first objective of this study was to develop a five-year financial plan to evaluate the current financial condition for the utility and ensure it is generating sufficient revenue over the five-year period to cover the costs of operation. To the extent the utility was found not to be generating adequate revenue under current rates, the financial plan includes recommended rate revenue adjustments to ensure continued revenue sufficiency and stability. The second was to evaluate and make refinements to the existing rate structure to develop rate options such that each customer class was paying their proportionate share of operating the system. These objectives are discussed in further detail in the body of this report.

1.1 Study Overview

The Town contracted with Willdan Financial Services ("Willdan"), to complete a water rate study comprised of the following objectives:

- **Five-Year Financial Plan:** Identify the revenues required by the utility to meet the annual costs of operation, maintenance, capital projects and accumulation and maintenance of appropriate reserves.
- **Rate Update:** Review and update the Town's existing water rates and comment on their adequacy to meet projected revenue requirements, meet the Town's objectives, as well as cost-of-service principles whereby the rates and charges are based upon the cost of providing service.

1.2 Financial Plan

The five-year (current year plus four years) water financial plan was developed based on the Town's projected revenues and expenditures, system growth and recent consumption trends. The projections reflect the best available information and assessments developed and refined through numerous meetings and teleconferences between Willdan and Town staff. Upon completion of the financial plan, it was determined that projected revenues through anticipated system growth, existing user rates and



projected system utilization alone will not be sufficient to meet anticipated system expenditures, and additional rate revenue increases will be required.

1.3 Reserve Targets

1.3.1 Cash Reserve Target

Through the study process Willdan worked with Town staff to identify and recommend a financially prudent cash reserve target for each utility to help ensure the continued financial viability of the water enterprise fund. The cash reserve target is:

- **Operating Reserve:** Cash reserve equivalent to a 30% unrestricted reserve of annual operations and maintenance expenses.

1.4 Revenue Increase versus Rate Increase

The terms “*revenue increase*” and “*rate increase*” are often used interchangeably but are not always the same thing. A *revenue increase* represents the additional funding that is required in a given year. A *rate increase* represents the increase in the utility rates paid by an individual customer and in turn how the additional revenue will be recovered. As way of an example the financial plan may indicate the need for 10% more revenue. One option to generate additional revenue would be to raise the utility rates for all customer classes by 10%. In this case the *revenue increase* and the *rate increase* are the same. However, the 10% revenue increase may be achieved by raising the utility rates for the residential class by 8%, the commercial class by 12% and the bulk class by 13%. In this case the additional revenue generated (*revenue increase*) is equal to 10% more revenue, but the percentage *rate increase* by class varies.

1.5 Findings and Recommendations

It is recommended that the Town update the cashflow portion of this study each year to ensure that actual revenues and expenses for that year are tracking closely with projections developed for this study, and that revenue is sufficient to fund projected expenses going forward. This is important as actual operating results may differ from the projections, and assumptions made during this study may change and have a material impact on the analysis. As customer usage patterns change, or the composition of the Town’s customer base changes, the Town should conduct an in-depth cost-of-service analysis to ensure appropriate allocation of costs to customer classes. The proposed revenue increases are illustrated in Table 1-1.



Table 1-1
Projected Revenue Increases Years
Ending **December 31**

Description	Revenue Increases ⁽¹⁾
2026	10.0%
2027	10.0%
2028	10.0%
2029	10.0%
2030	10.0%
(1) The increases for 2027 through 2030 are proposed to be effective January 1	

As discussed in Section 1.4, a revenue increase may be different from a rate increase. Through the study, revisions to the existing rate structure were proposed in order to achieve the recommended revenue increases. An option that the Town may want to consider is the issuance of debt which can lower the revenue increases in the short term, by funding expenditures debt rather than by raising rates. The selection of the most appropriate funding strategy for expenditures is primarily a policy decision between use of cash (“Pay-as-you-go financing” or PAYGO), the issuance of debt, or a combination. PAYGO is the use or build-up of cash to fund large expenditures. With debt financing, expenditures are funded with borrowed funds (usually through the issuance of bonds) with the obligation of repayment, typically with interest, in future years. Each funding mechanism has a different impact on water rates in the short and long run, different net present values, risks, and legal obligations. Due to the borrowing costs associated with debt, cash funding can be cheaper in the end; however, debt typically ensures greater generational equity for the expenditures being financed, where future customers who will benefit contribute to the cost through debt service payments.

With the development of the financial plan complete, the focus of the study shifted to cost-of-service and rate design.

In addition to the financial plan revenue increase recommendations, a water rate option was developed (graduated rate increases based on use), as part of the study and is summarized in Table 1-2.



Table 1-2

Water Rate Increases – Graduated Increases
Current Through 2030

Volume Rates					
Residential (% increase)					
	2026	2027	2028	2029	2030
0 – 3,000 gallons	0%	10%	10%	10%	10%
3,001 – 24,000 gallons	10%	10%	10%	10%	10%
>24,000 gallons	15%	10%	10%	10%	10%
Commercial (% increase)					
0 – 3,000 gallons	0%	10%	10%	10%	10%
3,001, - 24,000 gallons	10%	10%	10%	10%	10%
>24,000 gallons	15%	10%	10%	10%	10%



Section 2 - Introduction

2.1 Introduction

Willdan Financial Services (“Willdan”) was retained by the Town of Monument, Colorado (“Town”) to conduct a Water Rate Study (“Rate Study”) for the Town’s water utility (“Utility”). This report details the results of the Rate Study analysis for the forecast period, where the 2026 budget was used as the starting point for the forecast period 2026 through 2030, the results of which are presented in this Rate Study Report.

The results of the Rate Study presented herein are a financial plan with suggested rate adjustments designed to provide revenues sufficient to fund the ongoing operating, maintenance and capital costs necessary to operate the Town’s water utility. The Rate Study was developed to meet the financial requirements and goals set forth by the Town for the water enterprise fund, including maintenance of adequate reserves while adhering to the principles of cost-of-service.

2.2 Goal and Objectives

A primary goal of the Rate Study was to develop a financial plan for the utility that evaluates the adequacy of the current revenue streams to meet ongoing costs (operations & maintenance and capital) and to maintain industry standard financially prudent cash reserves. More specifically the Rate Study was undertaken to:

- Conduct the analysis in accordance with industry standards consistent with American Water Works (“AWWA”) guidelines and utilizing Town specific revenue and expense, growth and customer billing data; and
- Develop a financial plan consistent with industry standards and best practices while recognizing the needs specific to the Town.

2.3 Organization of this Report

This Rate Study presents an overview of the rate-making concepts employed in the development of the analysis contained here. The analysis is followed by a discussion of the data, assumptions and results associated with each component of the analysis. Finally, appendices with detailed schedules are



presented for further insight into the data, assumptions and calculations which drive the results presented in this Rate Study. The report is organized as follows:

- Section 1 – Executive Summary
- Section 2 – Introduction
- Section 3 – Overview of Utility Rate-Making Principles, Processes and Issues
- Section 4 – Rate Study Development and Results
- Section 5 – Cost-of-Service Analysis
- Section 6 – Conclusions and Recommendations
- Appendix A – Financial Plan
- Appendix B – Cost-of-Service Analysis

2.4. Reliance on Data

During this project the Town (and/or its representatives) provided Willdan with a variety of financial and technical information, including system operating metrics, fund balances, budget data, historical operating results, capital project costs and demographic data. This data was used by Willdan in the process of developing the financial plans and recommended rate adjustments. Willdan did not independently assess or test for the accuracy of such data, historic or projected, but worked with Town staff to better understand the data and its sources and believe it to be the best available information at the time of the study.



Section 3 – Overview of Financial Planning Principles, Processes and Issues

3.1 Introduction

The scope of this study included the development of cost-based water user charges through cost-of-service analysis using Town specific expense and customer billing data and system flow and production data. Utility rates must be set at a level where operating, maintenance and capital expenses are met with the revenues received from customers; and that revenues generated from utility rates are used only for this purpose. In addition, the user rates for customers must be based upon their proportionate share of the costs of operating the systems. This is a significant point, as failure to achieve this level could lead to insufficient funds being available to adequately maintain the system. A comprehensive rate study typically consists of following interrelated analyses:

- I. **Financial Planning/Revenue Requirement Analysis:** Create a five-year plan (current plus four years) to support an orderly, efficient program of on-going maintenance and operating costs, capital improvement and replacement activities. In addition, the long-term plan should fund and maintain appropriate reserve balances to adequate levels based on industry standards and the Town of Monument's fiscal policies and specific needs.
- II. **Cost-of-Service Analysis:** Identifies and apportions annual revenue requirements to functional cost components based on the demands placed on the utility system based on Town specific financial and system performance data.

This Rate Study utilized generally accepted rate-making principles and standards established by the industry' governing body, American Water Works Association (AWWA) in its "M1 Principles of Water Rates Fees and Charges" manual. While generally accepted industry standards were used as the basis and approach of the cost-of-service, the analysis was completed using Town specific system performance and production data, as well as cost and customer billing data. The principles used resulted in the development of rates and charges which are projected to: 1) generate sufficient revenue to meet the financial requirements of the water utility, and 2) address the need to recover costs from users in a manner which is proportionate to the cost of providing service on a fair and equitable basis. A discussion of some of the key principles of rate-making, and how the processes employed herein are guided by those principles, is presented below.



3.2 Discussion of General Financial Planning Principles

While the individual rates for each of the utility vary based on a variety of factors, rates should be consistent with general rate-making principles set forth in utility rate-making practice and literature. The principles by which rate practitioners are guided is that rates designed for any utility should strike a reasonable balance between several key factors. In general, rates designed should:

- Generate a stable rate revenue stream which, when combined with other sources of funds, is sufficient to meet the financial requirements and goals of the utility;
- Be based upon the proportionate cost of providing the service and not exceed the cost of providing the service;
- Be fair and equitable – that is, they should generate revenue from customer classes which is reasonably in proportion to the cost to provide service to that customer class;
- Be easy to understand by customers; and
- Be easy to administer by the utility.

Striking the appropriate balance between the principles of rate-making is the result of a detailed process of evaluation of revenue requirements and cost-of-service which meet legal requirements and the specific objectives of the utility under the circumstances in which it operates. A review of the Town's existing rates and their adherence to these principles is discussed in subsequent sections of this report.

3.3 The Revenue Sufficiency Process

To evaluate whether existing rates and charges which will generate sufficient revenue to meet the fiscal requirements of the water utility, a determination of the annual rate revenue required must be completed. The first step in the process is the Revenue Sufficiency Analysis. The Revenue Sufficiency Analysis compares the forecasted revenues of the utility under its existing rates to its expenses associated with forecasted operations and maintenance, capital, debt and reserve costs to determine the adequacy of the existing rates to recover the utility's projected costs.

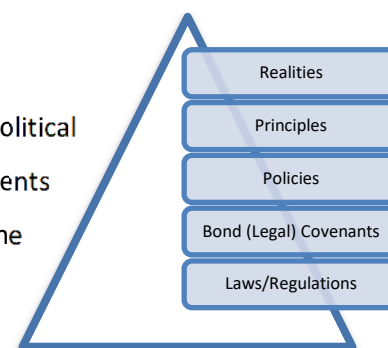
To the extent that the existing revenue stream is projected to be insufficient to meet the annual revenue requirements of the system during the projection period, a series of recommended rate revenue increases are calculated which if enacted, would provide revenue sufficient to meet those needs.



3.3.1 Determination of the Revenue Requirements

Considerations in Setting Revenue Requirements

There are a multitude of considerations, ranging from financial to policy, political and legal that must be analyzed or discussed during the revenue requirements process of a rate study. This section provides an overview of the considerations that are reviewed during this process.



Capital Budgeting and Financing

Capital needs are identified in the Town's Water Capital Improvement Plan which is updated on an annual basis. As part of its budget and planning process, the Town identifies capital improvements that are necessary for the continued delivery of clean, safe, drinking water. The Capital Improvement Plan is funded by a variety of sources including, utility rates, capital reserves and debt.

Financial Planning

The Town, as is typical for a public utility, operates its water utility on a "cash basis". Under the "cash basis" approach, revenues and expenses are recognized at the time physical cash is received or paid out. Revenue requirements are determined for a specified period of time (in the case of the Town an annual fiscal year ending December 31), by summing the total anticipated expenses to be paid out during the year. Where cash flows and balances are insufficient, the revenue requirements analysis results in recommendations to ensure the needed additional cash flows are available to meet funding goals. The two primary categories of expenses are as follows:

- Operations and Maintenance (O&M) expenses, such as salaries and benefits of utility personnel, costs associated with plant and system operations, treatment (chemicals, power, etc.), transfers out, existing and anticipated debt service, and reserves; and
- Capital expenses, such as the annual capital improvement program, including valve and pipeline replacement and booster station upgrades.

3.4 Financial Management Goals of the Town

The establishment of specific financial management goals of a utility is a key step in developing financial plans which will ensure the financial health of the utility remains strong. The financial management goals of the Town are described below.



3.4.1 Reserve Targets

In order to maintain financially stable and sustainable utilities, a cash reserve target for the utility has been identified that the Town will seek to maintain. The reserve target policy is identified in Table 3-1, while Table 3-2 illustrates the projected results for the Utility. The full five-year projections can be found in Appendix A.

Table 3-1 Reserve Target		
Reserve	Purpose	Minimum Balance
Water Operating Reserves	Manage timing differences between revenue receipt and expense payments	30% of annual operations and maintenance expense

Table 3-2 Operating Reserve Projections Years Ending December 31 (\$ thousands)					
	2026	2027	2028	2029	2030
Target Cash Balance	\$814	\$849	\$886	\$924	\$964
Actual Cash Balance	6,901	4,655	2,986	2,128	820

The Town's actual cash reserves are projected to decrease over time. While, it is not essential that the Town meet their identified operating reserve on annual basis (it is not a legal requirement), prudent financial planning suggests that the Town should strive to maintain the operating reserve and should not dip below the minimum balance on a continuous basis.



Section 4 – Rate Study Development and Results

4.1 Revenue Sufficiency Analysis

4.1.1 General Methodology

Revenue requirements were compared to the total sources of funds during each year of the forecast period to determine the adequacy of projected revenues to meet requirements. To the extent that the existing revenue streams are not sufficient to meet the annual revenue requirements of the systems, a series of rate revenue increases are calculated, which if implemented, would provide revenue sufficient to meet those needs.

4.1.2 Data Items

Key data items reviewed, discussed, and incorporated into the Revenue Sufficiency Analysis were:

- Financial management goals of the Town
- 2026 Beginning of Year Fund Balance
- 2026 Adopted Budget
- Capital Improvement needs based on Town's plans
- General assumptions related to:
 - Customer growth
 - Cost escalation factors

A discussion of each of the above data items is presented below.

4.1.3 2026 Beginning-of-Year Cash Balance

To better understand the available funds the Town's utility had on hand to start the forecast period, a detailed review of the cash balance as of the beginning of 2026 was conducted and discussed with Town staff. A summary of the fund balance for the beginning of 2026, as adjusted for use in this analysis, is presented in Table 4-1 below.



Table 4-1
Beginning Fund Balance
2023

Description	Water
Cash Balance	\$9,698,499

4.1.4 2023 2026 Budget

The 2026 budget served as the basis for the financial projections for the forecast period. The line-item projected expenses for 2026 were used as the basis for the projection of future budgetary line-items for the remainder of the forecast period.

Cost escalation factors were reviewed by staff and were used to project increases in line-item costs beyond the 2026 budget. These factors were applied based to line-item cost classifications.

A five-year summary of the 2026 budget, and subsequent projected budgetary expenses is presented below in Table 4-2. A more detailed presentation of the line-item budgeted and projected revenues and expenses is presented in Schedules A-2 and A-3 in Appendix A.

Table 4-2
Operating Budget
Years Ending December 31 (\$ thousands)

Description	2026	2027	2028	2029	2030
O&M	\$2,714	\$2,832	\$2,954	\$3,081	\$3,215
Note: Values are rounded to the nearest \$1,000					

4.1.5 Capital Improvements Plan (CIP)

The Town provided Willdan with a forecast of capital requirements for the study period. The CIP the Town provided was in current dollars and was inflated by Willdan (using an inflationary rate of 2.0%). The CIP for 2026 through 2030 totals \$8.27 million (Inflated dollars). A summary table of the CIP for 2026 –2030 forecast period is presented below in Table 4-3. The CIP is presented in Schedule A-4, in Appendix A.

Table 4-3
Capital Improvement Plan
Years Ending December 31 (\$ thousands)

	2026	2027	2028	2029	2030	Total
Water	\$2,450	\$1,960	\$1,499	\$853	\$1,507	\$8,269
Note: Values are rounded to the nearest \$1,000						



4.1.6 General Assumptions

In order to develop the financial and rate projections, certain assumptions were made with regard to elements of the revenue sufficiency analysis. A summary of those assumptions is presented below.

4.1.6.1. System Growth

The Town anticipates average growth of the water system of approximately 1.10% per year. The model assumes a direct correlation between customer growth and service charge revenue growth. In other words, it is assumed that service charge revenues will also grow by an average of 1.10% per year.

4.1.6.2. O&M Escalation Factors

Willdan worked with Town Staff to identify reasonable cost escalation factors to be applied to operations and maintenance expenses in recognition of increasing costs over time. It was determined that a 5.0% inflationary factor for personnel and related costs and a 4.0% inflationary factor represented a reasonable estimate of annual cost increases for all other expenses during the study period.

4.1.7 Results of the Revenue Sufficiency Analysis

After a thorough review of the above-mentioned data elements, a draft of the Revenue Sufficiency Analysis was developed and reviewed with Town Staff. This draft provided the forum in which various alternative assumptions were discussed, tested and evaluated for their reasonableness and their impact upon the ultimate financial health of the utilities, while striving to meet the identified objectives. In some cases, inputs or assumptions were modified based on these discussions.

The resulting financial plan presented herein is the embodiment of the data, assumptions and review process undertaken with Town staff. Table 4-5 provides a summary of the annual revenue requirements (O&M and CIP) for the water utility incorporating the assumptions in Section 4.1.6 of this report as compared to the revenues under existing rates and system growth.



Table 4-5 Revenue Requirements vs. Revenue Under Existing Rates Years Ending December 31 (\$ thousands)					
	2026	2027	2028	2029	2030
Beginning Cash Balance	\$9,698	\$6,764	\$4,103	\$1,703	(\$246)
Cash Inflows					
Rate Revenue Under Existing Rates	2,517	2,544	2,571	2,599	2,626
Non-Rate Revenue	251	283	217	162	151
Impact Fees	515	399	404	408	413
Transfers In	<u>1,272</u>	<u>1,274</u>	<u>1,275</u>	<u>1,274</u>	<u>1,273</u>
Total Cash Inflows	4,555	4,500	4,467	4,443	4,463
Cash Outflows					
Annual O&M Expense	2,714	2,832	2,954	3,081	3,215
Transfers	1,053	1,095	1,139	1,184	1,232
CIP	2,450	1,960	1,499	853	1,507
Debt Service	<u>1,272</u>	<u>1,274</u>	<u>1,275</u>	<u>1,274</u>	<u>1,273</u>
Total Cash Outflows	<u>7,489</u>	<u>7,161</u>	<u>6,867</u>	<u>6,392</u>	<u>7,227</u>
Net Cashflow	(2,934)	(2,661)	(2,400)	(1,949)	(2,764)
Ending Cash Balance	\$6,764	\$4,103	\$1,703	(\$246)	(\$3,010)
Target Cash Balance	\$814	\$849	\$886	\$924	\$964
Note: Values are rounded to the nearest \$1,000					

The revenues and expenditures identified in Table 4-5 represent revenues under existing rates and system growth and operating expenditures under the identified assumptions. As noted in Table 4-5, water revenues increasing due to system growth alone will not be sufficient to meet ongoing expenses. There is a negative fund balance projected at the end of 2029 as expenses outpace revenues.

4.1.8.1. Rate Revenue Increases Required

Our analysis of the water utility indicates that assuming all expenditures occur as projected, there will be a continuous decline in fund balance throughout the study period. In part this is because anticipated growth is projected to be less than the expected cost increases associated with operating expenses. Therefore, we recommend increases for the water utility in order to slow the rate of draw down in the fund balance as a result of increasing operating costs, and capital needs.

As noted in Section 1.4, a revenue increase may differ from a rate increase, where a revenue increase represents the additional revenue needed to meet costs whereas a rate increase is the impact to an individual customer class. Table 4-6 below reflects our projections of *revenue increases* in addition to



system growth required during the forecast period in order for the Town to meet its ongoing operational costs.

Table 4-6 Projected Revenue Increases Years Ending December 31	
Description	Water Revenue Increases ⁽¹⁾
2026	10.0%
2027	10.0%
2028	10.0%
2029	10.0%
2030	10.0%
2030	10.0%
(1) The increases for 2027 through 2030 are proposed to be effective January 1	

The increases identified in Table 4-6 represent the overall increase in revenue required to operate the water system, while the impact on individual customers will vary based on their respective usage. The revenues identified in Table 4-7 represent the revenues generated by the rate revenue increases identified in Table 4-6 based on the assumptions contained within this report. Should actual revenues or expenses differ from what is projected, the rate revenue adjustments identified in Table 4-6 may need to be modified (increased or decreased) in order to achieve the revenues identified in Table 4-7.



Table 4-7 Revenue Requirements vs. Revenue Under Proposed Rates Years Ending December 31 (\$ thousands)					
	2026	2027	2028	2029	2030
Beginning Cash Balance \$819	\$9,698	\$6,901	\$4,654	\$2,985	\$2,128
Rate Revenue Proposed	2,654	2,950	3,280	3,647	4,054
Non-Rate Revenue	251	291	239	206	178
Impact Fees	515	399	404	408	413
Transfers In	<u>1,272</u>	<u>1,274</u>	<u>1,275</u>	<u>1,274</u>	<u>1,273</u>
Total Cash Inflows	4,692	4,914	5,198	5,535	5,918
Cash Outflows					
Annual O&M Expense	2,714	2,832	2,954	3,081	3,215
Transfers	1,053	1,095	1,139	1,184	1,232
CIP	2,450	1,960	1,499	853	1,507
Debt Service	<u>1,272</u>	<u>1,274</u>	<u>1,275</u>	<u>1,274</u>	<u>1,273</u>
Total Cash Outflows	<u>7,489</u>	<u>7,161</u>	<u>6,867</u>	<u>6,392</u>	<u>7,227</u>
Net Cashflow	(2,797)	(2,247)	(1,669)	(857)	(1,309)
Ending Cash Balance	\$6,901	\$4,654	\$2,985	\$2,128	\$819
Target Cash Balance	\$814	\$849	\$886	\$924	\$964
Note: Values are rounded to the nearest \$1,000					

4.1.8.2. Summary of Revenue Sufficiency Analysis

The resulting financial plans, including recommended revenue adjustments are presented in Tables 4-6 and 4-7 and provide for funding of projected revenue requirements during the forecast period.

A more detailed presentation of the financial plan, including fund balance reconciliation, is presented in Schedule A-1 of Appendix A.

4.1.8.3. Revenue Sufficiency Analysis Conclusions

Based on the revenue requirements identified in our analysis, it is our opinion that:

- Revenue projections for the water utility based on existing rates are insufficient to meet the revenue requirements for 2026 through 2030 (the cashflow is negative);
- Rate revenue adjustments are needed for both utilities in order to keep pace with increasing O&M and capital costs; and
- The proposed rate revenue increases identified in Table 4-6, are needed to reduce the rate of draw down of reserve targets based upon the assumptions contained in this report.



4.2 Cost-of-Service Analysis

4.2.1 General Methodology

Cost-of-Service and Rate design should seek to achieve the following industry standard objectives:

- Generate a stable rate revenue stream which, when combined with other sources of funds, is sufficient to meet the financial requirements and goals of the utility;
- Be fair and equitable – that is, they should generate revenue from customer classes which is reasonably in proportion to the cost to provide service to that customer class;
- Be easy to understand by customers; and
- Be easy to administer by the utility;
- Adhere to cost-of-service principles, whereby the rates must be based upon the proportionate cost of providing water service.

4.2.2 Cost-of-Service Analysis

The Town's current water rates are comprised of two components, first a monthly base charge which varies by meter size; and second, a volume rate per gallon of water use. The volume component of the rate structure is a tiered rate structure (increasing unit costs per gallon as more water is consumed).

In order to provide guidance for the water utility as to how to adequately recover the rate revenue requirements identified in the Revenue Sufficiency Analysis, in a manner consistent with generally accepted rate-making principles using Town specific system, cost and customer billing data, a cost-of-service analysis was conducted.

The cost-of-service analysis resulted in the identification of the cost to provide service to Town customers based on functional cost categories. This provided the rationale for the allocation of costs to expense categories related to water service. These water cost allocations were then used as the basis for the assignment of revenue requirements to customer classes upon which the development of rates and charges presented herein is based.

For the purposes of this analysis, the cost-of-service analysis for water was based on the Base-Extra Capacity methodology, as detailed in the American Water Works Association (AWWA) M1 Manual –



Principles of Water Rates, Fees and Charges while incorporating Town specific system performance and production data and cost and customer billing data.

The general approach to the development of cost-of-service allocations under the Base-Extra Capacity Cost Allocation methodology was to:

- 1) Identify the Town's costs by functional cost category,
- 2) Allocate the functionalized costs further to base-extra capacity categories and then to:
- 3) Allocate the Town's costs and rate revenue requirements to the Town's customer classes based on the distribution of costs and customer characteristics. The Cost-of-Service Analysis and Results is presented below.

4.2.2.1. Allocation to Functional Cost Categories

Water costs are allocated to functional cost categories based on their need to meet base demand, peak demand (max day and max hour water needs), as well as customer service costs such as billing and collection.

The Town's functionalized costs were then further allocated based on the Base-extra Capacity Method, as presented in the AWWA M1 Manual of Practice. The Base-Extra Capacity method results in the allocation of functionalized costs in a manner consistent with the functional reality behind each type of cost. For instance, transmission costs are related to not only a base, (or average), level of water flow, but are also related to the fact that transmission assets are typically sized to meet maximum day and maximum hour demands. Therefore, some portion of transmission costs should be allocated to the base component, and further to the extra capacity component (max day and max hour). Table 4-8 below presents the results of the Base-extra Capacity method.



Table 4-8
Summary of Functional Allocations to Cost Categories
2026

Functional Cost	Base	Max Day	Max Hour	Meters & Services	Billing & Collection	Total
Treatment	\$686,807	\$686,807	\$0	\$0	\$0	\$1,373,614
Transmission & Distribution	138,131	46,044	46,043	0	0	230,218
Customer Service	0	0	0	0	51,000	51,000
Admin	368,537	0	0	157,944	0	526,481
Source of Supply	533,000	0	0	0	0	533,000
Transfers	1,052,854	0	0	0	0	1,502,854
Debt Service	763,200	254,400	254,400	0	0	1,272,000
CIP	1,470,000	612,500	367,500	0	0	2,450,000
Non-Operating Revenue/Changes in Reserves ⁽¹⁾	<u>(3,236,464)</u>	<u>(1,032,919)</u>	<u>(431,274)</u>	<u>(101,980)</u>	<u>(32,930)</u>	<u>(4,835,567)</u>
Total	\$1,776,065	\$566,832	\$236,669	\$55,964	\$18,070	\$2,653,600
Units (kgals/Equiv. Meters/Bills)	<u>108,886.00</u>	<u>204.18</u>	<u>739.88</u>	<u>3,324.50</u>	<u>1,934.00</u>	
Cost per Unit	\$16.3112	\$2,776.0875	\$319.8752	\$16.8338	\$9.3433	
(1) A positive value results in an increase of reserves through rates, while a negative value indicates use of non-operating revenue and existing reserves to meet annual expenses in addition to rates.						

Table 4-8 illustrates the allocation of costs to functional components necessary to provide water service to customers. Total costs are allocated to functional categories such as treatment or transmission and distribution and then to cost categories such as base or max day.

4.2.2.1. Summary of Cost-of-Service Analysis

The Cost-of-Service Analysis presented herein sets forth how to appropriately recover the rate revenue requirements for 2026 and subsequent years.



Section 5 – Rate Structure Refinements

5.1 Proposed Water Rate Structure Changes

A refinement to the current rate structure is presented in this report which is revenue neutral, such that assuming water use consistent with past behaviors will generate the rate revenue identified in the financial plan.

The rate structure refinement intended to be conservation oriented. The rates are proposed to gradually increase based on water usage. In other words, the increase in rates is more significant for tier 2 compared to tier 1 and for tier 3 as compared to tier 2. The proposed percentage increase in tiers is presented in Table 5-1.

Table 5-1 Water Rate Increases – Graduated Increases Current Through 2030					
Volume Rates					
Residential (% increase)					
	2026	2027	2028	2029	2030
0 – 3,000 gallons	0%	10%	10%	10%	10%
3,001 – 24,000 gallons	10%	10%	10%	10%	10%
>24,000 gallons	15%	10%	10%	10%	10%
Commercial (% increase)					
0 – 3,000 gallons	0%	10%	10%	10%	10%
3,001, - 24,000 gallons	10%	10%	10%	10%	10%
>24,000 gallons	15%	10%	10%	10%	10%

The full water cost-of-service analysis can be found in Appendix B.



Section 6 – Conclusions and Recommendations

6.1 Conclusions

- Projected operating revenues and operating expenses for the forecast period were developed by, and/or in consultation with, Town staff and are based upon reasonable projections;
- The projected capital project expenses have been developed by Town staff, to address anticipated water system needs;
- Based on the prior two conclusions, we are of the opinion that the financial projections presented herein address the water utility's goals to meet its ongoing obligations with regard to:
 - Operating and maintenance expenses, including repair and replacement of aging system components;
 - Non-operating expenses;
 - Capital project expenses, and
- The proposed rates presented herein are in conformance with industry standard rate-making practices using Town specific performance and financial data, cost-of-service principles and the Town's rate policies with respect to:
 - The fair and equitable recovery of costs through water rates;
 - Water rates based upon the proportionate cost of providing services, and
 - Generation of sufficient revenue to recover system revenue requirements and reserve requirements.

6.2 Recommendations

- It is recommended that the Town implement the financial plan recommended revenue rate increase for 2026, followed by annual adjustments each subsequent January 1.
- It is recommended that the Town update the revenue sufficiency analysis portion of this study each year to ensure projected revenue continues to be sufficient to fund projected expenses going forward as assumptions made during this analysis may change and have a material impact upon the analysis.

Appendix A

CITY OF MONUMENT, CO
WATER SYSTEM
PROJECTED OPERATING RESULTS - WATER

Line No		2026	2027	2028	2029	2030
1	Water Rate Revenue Increases	10.00%	10.00%	10.00%	10.00%	10.00%
	Beginning Unrestricted Fund Balance	\$9,698,499	\$6,900,932	\$4,655,249	\$2,986,432	\$2,128,387
2	Rate Revenue 1	\$2,653,600	\$2,950,209	\$3,279,983	\$3,646,630	\$4,054,274
3	Total Rate Revenue	\$2,653,600	\$2,950,209	\$3,279,983	\$3,646,630	\$4,054,274
4	Other Operating Revenue	151,000	151,000	151,000	151,000	151,000
5	Interest Income	100,000	140,200	88,411	55,032	26,927
6	Total Operating Revenue	\$2,904,600	\$3,241,409	\$3,519,394	\$3,852,662	\$4,232,201
7	Operating Expenses	(2,714,313)	(2,831,506)	(2,953,820)	(3,081,479)	(3,214,722)
8	Net Revenue	\$190,287	\$409,903	\$565,574	\$771,183	\$1,017,479
9	Plus: Other Sources of Funds					
10	Development/Impact Fees	515,000	399,383	403,776	408,217	412,708
11	Transfers In	1,272,000	1,273,800	1,274,600	1,274,400	1,272,640
12	Less: Other Uses of Funds					
13	Minor Capital	\$0	\$0	\$0	\$0	\$0
14	Major Capital Funded with Existing Reserves/Current Cash	(2,450,000)	(1,960,000)	(1,499,400)	(853,128)	(1,506,915)
15	Non Operating Expenses	-	-	-	-	-
16	Transfers Out	(1,052,854)	(1,094,968)	(1,138,767)	(1,184,318)	(1,231,691)
17	Existing Debt Service	(1,272,000)	(1,273,800)	(1,274,600)	(1,274,400)	(1,272,640)
17	New Debt Service	-	-	-	-	-
18	Net Cash Flow	(\$2,797,567)	(\$2,245,683)	(\$1,668,817)	(\$858,045)	(\$1,308,420)
19	Ending Unrestricted Fund Balance	\$6,900,932	\$4,655,249	\$2,986,432	\$2,128,387	\$819,967
20	Days of O&M	928	600	369	252	93
21	Debt Service Coverage Calculations:					
22	Debt Service Coverage - Operations					
23	Rate Covenant Debt Service Coverage Test (Operations):					
24	Net Revenue Available for Debt Service Coverage Test	\$190,287	\$409,903	\$565,574	\$771,183	\$1,017,479
25	Debt Service:					
26	Existing Debt Service	1,272,000	1,273,800	1,274,600	1,274,400	1,272,640
27	New Debt Service	-	-	-	-	-
28	Total Debt Service	1,272,000	1,273,800	1,274,600	1,274,400	1,272,640
29	Debt Service Coverage - Rate Covenant	0.15	0.32	0.44	0.61	0.80
30	Debt Service Coverage Requirement	-	-	-	-	-
31	Debt Service Coverage Test (Combined):					
32	Net Revenue Available for Debt Service Coverage Test	\$705,287	\$809,285	\$969,350	\$1,179,401	\$1,430,187
33	Debt Service	1,272,000	1,273,800	1,274,600	1,274,400	1,272,640
34	Debt Service Coverage - All Debt	0.55	0.64	0.76	0.93	1.12
	Debt Service Coverage Requirement	-	-	-	-	-

CITY OF MONUMENT, CO

WATER SYSTEM

REVENUES AND EXPENSES - WATER

Acct	Description	Budget 2026	Test Year 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
	REVENUES						
61-15-46100	Residential	\$ 1,366,000	\$ 1,502,600	\$ 1,671,041	\$ 1,858,365	\$ 2,066,688	\$ 2,298,364
61-15-46105	Commercial	\$ 1,080,000	\$ 1,080,000	\$ 1,201,068	\$ 1,335,708	\$ 1,485,441	\$ 1,651,959
61-15-46110	Bulk Sales	\$ 71,000	\$ 71,000	\$ 78,100	\$ 85,910	\$ 94,501	\$ 103,951
61-15-46111	Late Fees	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
61-15-46115	Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61-15-40060	Investment Income	\$ 100,000	\$ 100,000	\$ 140,200	\$ 88,411	\$ 55,032	\$ 26,927
61-15-40330	259 Building Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61-15-48080	Water Rev - Impact Fees	\$ 515,000	\$ 515,000	\$ 399,383	\$ 403,776	\$ 408,217	\$ 412,708
61-15-48081	Meter Fees	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000
61-15-40065	Transfer from Other Funds	\$ 1,272,000	\$ 1,272,000	\$ 1,273,800	\$ 1,274,600	\$ 1,274,400	\$ 1,272,640
61-15-40290	Sale of Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61-15-46200	Water Rev - Outside Town Bound	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
	TOTAL REVENUES	\$ 4,555,000	\$ 4,691,600	\$ 4,914,591	\$ 5,197,770	\$ 5,535,280	\$ 5,917,549

CITY OF MONUMENT, CO
WATER SYSTEM
REVENUES AND EXPENSES - WATER

Acct	Description	Budget 2026	Test Year 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
WATER EXPENSES							
61-15-60000	Salaries	\$ 562,790	\$ 562,790	\$ 590,930	\$ 620,477	\$ 651,501	\$ 684,076
61-15-60010	Overtime Pay	\$ 21,049	\$ 21,049	\$ 22,101	\$ 23,206	\$ 24,366	\$ 25,584
61-15-60019	Longevity Recognition	\$ 500	\$ 500	\$ 525	\$ 551	\$ 579	\$ 608
61-15-60020	On-Call/Standby Pay	\$ 12,075	\$ 12,075	\$ 12,679	\$ 13,313	\$ 13,979	\$ 14,678
61-15-60071	Unemployment Taxes	\$ 1,788	\$ 1,788	\$ 1,877	\$ 1,971	\$ 2,070	\$ 2,174
61-15-60080	Health & Dental Insurance	\$ 106,693	\$ 106,693	\$ 112,028	\$ 117,629	\$ 123,510	\$ 129,686
61-15-60085	Life & Disability Insurance	\$ 7,260	\$ 7,260	\$ 7,623	\$ 8,004	\$ 8,404	\$ 8,824
61-15-60092	457 Contributions	\$ 83,428	\$ 83,428	\$ 87,599	\$ 91,979	\$ 96,578	\$ 101,407
61-15-60093	FICA	\$ 36,947	\$ 36,947	\$ 38,794	\$ 40,734	\$ 42,771	\$ 44,910
61-15-60094	Medicare	\$ 8,641	\$ 8,641	\$ 9,073	\$ 9,527	\$ 10,003	\$ 10,503
61-15-60100	Workers Compensation	\$ 20,891	\$ 20,891	\$ 21,936	\$ 23,033	\$ 24,185	\$ 25,394
61-15-60099	Administration Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61-15-60125	Franchise Fees	\$ 138,400	\$ 138,400	\$ 143,936	\$ 149,693	\$ 155,681	\$ 161,908
61-15-60130	Insurance	\$ 13,081	\$ 13,081	\$ 13,604	\$ 14,148	\$ 14,714	\$ 15,303
61-15-60140	General Services	\$ 8,000	\$ 8,000	\$ 8,320	\$ 8,653	\$ 8,999	\$ 9,359
61-15-60280	Communication Services	\$ 18,200	\$ 18,200	\$ 18,928	\$ 19,685	\$ 20,472	\$ 21,291
61-15-60770	Travel/Registration/Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61-15-65375	Rentals/Leases (Non Capital)	\$ 21,000	\$ 21,000	\$ 21,840	\$ 22,714	\$ 23,623	\$ 24,568
61-15-60301	Technical Services	\$ 60,000	\$ 60,000	\$ 62,400	\$ 64,896	\$ 67,492	\$ 70,192
61-15-65710	Professional Services	\$ 186,552	\$ 186,552	\$ 194,014	\$ 201,775	\$ 209,846	\$ 218,240
61-15-60700	Water Testing	\$ 50,000	\$ 50,000	\$ 52,000	\$ 54,080	\$ 56,243	\$ 58,493
61-15-65390	Vehicle/Equipment	\$ 10,000	\$ 10,000	\$ 10,400	\$ 10,816	\$ 11,249	\$ 11,699
61-15-65400	Wells	\$ 500,000	\$ 500,000	\$ 520,000	\$ 540,800	\$ 562,432	\$ 584,929
61-15-65403	Booster Station	\$ 10,000	\$ 10,000	\$ 10,400	\$ 10,816	\$ 11,249	\$ 11,699
61-15-65410	Distribution	\$ 175,000	\$ 175,000	\$ 182,000	\$ 189,280	\$ 196,851	\$ 204,725
61-15-65420	Storage Tanks	\$ 3,000	\$ 3,000	\$ 3,120	\$ 3,245	\$ 3,375	\$ 3,510
61-15-65430	Water Meters	\$ 50,000	\$ 50,000	\$ 52,000	\$ 54,080	\$ 56,243	\$ 58,493
61-15-60355	Dam	\$ 30,000	\$ 30,000	\$ 31,200	\$ 32,448	\$ 33,746	\$ 35,096
61-15-65440	Other	\$ 40,000	\$ 40,000	\$ 41,600	\$ 43,264	\$ 44,995	\$ 46,795
61-15-60205	General Supplies	\$ 3,000	\$ 3,000	\$ 3,120	\$ 3,245	\$ 3,375	\$ 3,510
61-15-65660	Computer	\$ 10,000	\$ 10,000	\$ 10,400	\$ 10,816	\$ 11,249	\$ 11,699
61-15-60260	Dues & Subscriptions	\$ 28,000	\$ 28,000	\$ 29,120	\$ 30,285	\$ 31,496	\$ 32,756
61-15-60400	Chemicals/Gas	\$ 50,000	\$ 50,000	\$ 52,000	\$ 54,080	\$ 56,243	\$ 58,493
61-15-60610	Fuel	\$ 12,000	\$ 12,000	\$ 12,480	\$ 12,979	\$ 13,498	\$ 14,038
61-15-60780	Rebates	\$ 1,000	\$ 1,000	\$ 1,040	\$ 1,082	\$ 1,125	\$ 1,170
61-15-60341	Electric	\$ 275,000	\$ 275,000	\$ 286,000	\$ 297,440	\$ 309,338	\$ 321,712
61-15-60342	Gas	\$ 19,218	\$ 19,218	\$ 19,987	\$ 20,786	\$ 21,617	\$ 22,482
61-15-60343	Other	\$ 30,000	\$ 30,000	\$ 31,200	\$ 32,448	\$ 33,746	\$ 35,096
61-15-65900	Vehicle/Equipment	\$ 4,000	\$ 4,000	\$ 4,160	\$ 4,326	\$ 4,499	\$ 4,679
61-15-60305	Legal Services (for 2026)	\$ 60,000	\$ 60,000	\$ 62,400	\$ 64,896	\$ 67,492	\$ 70,192
61-15-60776	Trainings & Prof Dev (for 2026)	\$ 15,000	\$ 15,000	\$ 15,600	\$ 16,224	\$ 16,873	\$ 17,548
61-15-60777	Trainings & Meals (for 2026)	\$ 8,000	\$ 8,000	\$ 8,320	\$ 8,653	\$ 8,999	\$ 9,359
61-15-60220	Small Tools (for 2026)	\$ 3,000	\$ 3,000	\$ 3,120	\$ 3,245	\$ 3,375	\$ 3,510
61-15-60221	Safety Supplies (for 2026)	\$ 3,000	\$ 3,000	\$ 3,120	\$ 3,245	\$ 3,375	\$ 3,510
61-15-60222	Lab Supplies (for 2026)	\$ 5,000	\$ 5,000	\$ 5,200	\$ 5,408	\$ 5,624	\$ 5,849
61-15-60224	Safety Boots (for 2026)	\$ 1,050	\$ 1,050	\$ 1,092	\$ 1,136	\$ 1,181	\$ 1,228
61-15-60225	Uniforms (for 2026)	\$ 1,750	\$ 1,750	\$ 1,820	\$ 1,893	\$ 1,969	\$ 2,048
61-15-60229	Operational Supplies (for 2026)	\$ 10,000	\$ 10,000	\$ 10,400	\$ 10,816	\$ 11,249	\$ 11,699
61-15-67400	Transfer to General Fund	\$ 1,052,854	\$ 1,052,854	\$ 1,094,968	\$ 1,138,767	\$ 1,184,318	\$ 1,231,691
			\$ 2,714,313				
WATER DEBT SERVICE							
	Water Debt Service						
	2020 Certificates of Participation (COP)	\$ 1,272,000	\$ 1,272,000	\$ 1,273,800	\$ 1,274,600	\$ 1,274,400	\$ 1,272,640
	New Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Water Debt Service	\$ 1,272,000	\$ 1,272,000	\$ 1,273,800	\$ 1,274,600	\$ 1,274,400	\$ 1,272,640

CITY OF MONUMENT, CO
WATER SYSTEM
CAPITAL IMPROVEMENT PLAN

Line	Description	Inflated Dollars					5 year Total
		2026	2027	2028	2029	2030	
	<u>WATER SYSTEM</u>						
1	Valve and Pipeline Replacement	\$ 600,000	\$ 600,000	\$ 612,000	\$ 780,300	\$ 795,906	\$ 3,388,206
2	Well #1 Rehab Project	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000
3	Power panel and I&C Rehab Project Well #7	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
4	Well #8 Rehab Project	\$ -	\$ -	\$ 153,000	\$ -	\$ -	\$ 153,000
5	Water Department Equipment Storage	\$ -	\$ -	\$ 510,000	\$ -	\$ -	\$ 510,000
6	Install 3 new PRV Stations (WEF)	\$ -	\$ 300,000	\$ 153,000	\$ -	\$ -	\$ 453,000
7	Meter Replacement Program (WEF)	\$ -	\$ -	\$ -	\$ -	\$ 530,604	\$ 530,604
8	SCADA System Improvements (WEF)	\$ -	\$ -	\$ -	\$ -	\$ 106,121	\$ 106,121
9	Generator for WTP #4/5, 10	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 500,000
10	Emergency On-Call Operator Truck	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
11	Booster Station Upgrades	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
12	259 Building Repairs	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
13	Pipeline project on Beacon lite	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
14	Vehicles and Equipment	\$ 500,000	\$ 70,000	\$ 71,400	\$ 72,828	\$ 74,285	\$ 788,513
15	Total System Improvements	\$ 2,450,000	\$ 1,960,000	\$ 1,499,400	\$ 853,128	\$ 1,506,915	\$ 8,269,443

Appendix B

CITY OF MONUMENT, CO
DEVELOPMENT OF RATE REVENUE REQUIREMENTS - WATER

Line No:	Description	Test Year for Rate	
		2026	
1	Total Operating Revenues	\$	3,419,600
	Less:		
	<u>Other Operating Revenues</u>		
2	Residential	\$	1,502,600
3	Late Fees		25,000
4	Sales Tax		-
5	Investment Income		100,000
6	Tap Fees - LOR		-
7	Additional Revenues # 2		-
8	Additional Revenues # 4		-
9	Additional Revenues # 6		-
10	Increase/(Decrease) in Revenues		(3,925,600)
11	Total Other Operating Revenues		766,000
12	Total Rate Revenue Requirement	\$	2,653,600

CITY OF MONUMENT, CO

ALLOCATION OF TEST YEAR COSTS TO WATER FUNCTION

Test Year Revenue Requirement		
Line No:	Expense Group	2026
1	Treatment	\$1,373,614
2	Transmission & Distribution	230,218
3	Pumping	0
4	Customer Service	51,000
5	Admin	526,481
6	Source of Supply	533,000
7	Transfers	1,052,854
8	Existing Bond DS	1,272,000
9	New Bond DS	0
10	CIP	2,450,000
11	Capital Outlay	0
12	Total	\$ 7,489,167

CITY OF MONUMENT, CO

ALLOCATION OF WATER COSTS - TEST YEAR 2026

Line No:	Description	Water Costs	Base	Extra Capacity Max Day	Extra Capacity Max Hour	Meters & Services	Billing & Collection	Total (Check)
Allocation Factors:								
1	Treatment		50.00%	50.00%	0.00%	0.00%	0.00%	100.00%
2	Transmission & Distribution		60.00%	20.00%	20.00%	0.00%	0.00%	100.00%
3	Pumping		50.00%	25.00%	25.00%	0.00%	0.00%	100.00%
4	Customer Service		0.00%	0.00%	0.00%	0.00%	100.00%	100.00%
5	Admin		70.00%	0.00%	0.00%	30.00%	0.00%	100.00%
6	Source of Supply		100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
7	Transfers		100.00%	0.00%	0.00%	0.00%	0.00%	100.00%
8	Existing Bond DS		60.00%	20.00%	20.00%	0.00%	0.00%	100.00%
9	New Bond DS		50.00%	25.00%	25.00%	0.00%	0.00%	100.00%
10	CIP		60.00%	25.00%	15.00%	0.00%	0.00%	100.00%
11	Capital Outlay		50.00%	25.00%	25.00%	0.00%	0.00%	100.00%
Allocation of Costs:								
12	Treatment	\$ 1,373,614	\$ 686,807	\$ 686,807	\$ -	\$ -	\$ -	\$ 1,373,614
13	Transmission & Distribution	230,218	138,131	46,044	46,043	-	-	230,218
14	Pumping	-	-	-	-	-	-	-
15	Customer Service	51,000	-	-	-	-	51,000	51,000
16	Admin	526,481	368,537	-	-	157,944	-	526,481
17	Source of Supply	533,000	533,000	-	-	-	-	533,000
18	Transfers	1,052,854	1,052,854	-	-	-	-	1,052,854
19	Existing Bond DS	1,272,000	763,200	254,400	254,400	-	-	1,272,000
20	New Bond DS	-	-	-	-	-	-	-
21	CIP	2,450,000	1,470,000	612,500	367,500	-	-	2,450,000
22	Capital Outlay	-	-	-	-	-	-	-
23	Non-Rate Rev & Fund Bal	(4,835,567)	(3,236,464)	(1,032,919)	(431,274)	(101,980)	(32,930)	(4,835,567)
24	Total	\$ 2,653,600	\$ 1,776,065	\$ 566,832	\$ 236,669	\$ 55,964	\$ 18,070	\$ 2,653,600
Total Units of Service								
			108,886.00	204.18	739.88	3,324.50	1,934.00	
Units			kgals	kgals/Day	kgals/Day	ERU/Monthly	Bills/Monthly	
Cost Per Unit								
			\$ 16.3112	\$ 2,776.0875	\$ 319.8752	\$ 16.8338	\$ 9.3433	
Units			kgals	kgals/Day	kgals/Day	ERU/Monthly	Bills/Monthly	



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MEMORANDUM

TO: The Mayor and Town Council
FROM: Jennifer Phillips, Finance Director/Interim Public Works Director
DATE: August 3, 2026
SUBJECT: Adoption of Resolution No. 58-2026 Authorizing Out-of-District Water Connection

STRATEGIC PRIORITIES (2026–2028)

- ☐ Ensure Long-Term Financial Health and Sustainability - Supports long-range financial health, forecasting and sustainability to ensure efficient and resilient municipal services.
- ☐ Strengthen Community Engagement - Enhances community engagement, and strengthens communication and collaboration with residents, partners, and neighboring communities.
- ☒ Enable Responsible Community Development - Establishes clear, accountable plans, processes, and procedures for responsible and enduring community development and growth.
- ☐ Reinforce a Positive Work Culture - Promotes a positive and professional work culture that attracts and retains top talent and enhances high-quality service delivery to the community.

BACKGROUND:

On January 3, 2023, the Town Council adopted Resolution 05-2023 approving a water service supply outside of the Town's current water service boundary. The memorandum that accompanied the resolution indicated that the property owner was requesting connection to the Town's water system due to Radium issues in his water supplying. The memo referenced the customers to be serviced were in the mobile home park located at 700 Highway 105, Palmer Lake. Daily water usage was estimated at 10,000 to 12,000 gallons. In addition, the memo states that the property owner would investigate annexing into the Town.

On July 6, 2026, staff presented a resolution on behalf of the property owner, who recently sold the mobile home park and is requesting a tap off the Town's water line to serve the two commercial properties located at 780 Highway 105, Palmer Lake. At this meeting, the Town Council requested additional information regarding this request due to their understanding based on the January 3, 2023, memo that the water service was authorized only for the mobile home park. Based on review of the memo, staff confirmed that water service to commercial buildings was not mentioned. However, the two commercial buildings were part of Public Water System ID CO0121550, known as Palmer Lake Mobile Home Ranch, which encompassed all taps connected to that system, including the two commercial buildings. Therefore, approving the

connection for that public water system also included the two commercial buildings along with the mobile homes. In addition, based on water usage records beginning in January 2024 when the connection was made, water usage has averaged 6,500 gallons per month, well under the initial water usage estimate.

DISCUSSION

The owner of the two commercial buildings located outside the water district boundaries desires to separate his two commercial buildings from the mobile home park water line. The property owner will be responsible for obtaining a permit and paying all applicable fees including a \$41,000 tap fee and all costs associated with installing the new tap. Per the Town Charter, a Pikes Peak Regional Building Department permit is also required for the work to be performed. Town Water Department staff will provide oversight to the project to ensure the work is done correctly. Any damage caused as part of installing the tap will be the sole responsibility of the property owner.

This new tap will require that the property owner opens a new account and pays an additional \$1,000 annually in base rates. No additional water usage will be required as a result of the new tap as it simply separates one existing service connection into two independent services. The attached maps indicate the current single tap connection and the proposed connection for the new tap.

RESOLUTION: Staff have submitted Resolution No. 58-2026 for Council consideration to approve an out-of-district water connection.





TOWN OF MONUMENT
RESOLUTION NO.58-2026

**A RESOLUTION AUTHORIZING A NEW TAP TO BE INSTALLED TO
TWO (2) OUT- OF-DISTRICT COMMERCIAL BUILDINGS**

WHEREAS, the Town of Monument (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and Town’s Home Rule Charter and approved by the electors on November 8, 2022; and

WHEREAS, the Town of Monument has established enabling responsible community development as a strategic priority for 2026–2028, emphasizing the importance of clear, consistent, and accountable plans, processes, and procedures that foster positive conditions for thoughtful, sustainable, and enduring growth within the community; and

WHEREAS, Town may provide water to out of water district customers at a rate of one and half times the water rates charged to customers within the Town’s water district; and

WHEREAS, the property owner at 780 Highway 105 has requested approval for a new tap to be installed to directly serve two (2) commercial buildings already connected to the Town’s water supply; and

WHEREAS, Chapter 13.08.060 – Service Charges and Water Rates, Section B states: “Service to areas outside the Town’s boundaries is at the sole discretion of the Town Council.”

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO THAT:

The Town Council authorizes a new tap to be installed to two (2) out-of-district commercial buildings, which are already receiving Monument Water.

PASSED AND RESOLVED by the Town Council of the Town of Monument, Colorado, this 3rd day of August 2026, by a vote of ____ for and ____ against.

TOWN OF MONUMENT

Mitch LaKind, Mayor

ATTEST:

Tina Erickson, Town Clerk



TOWN OF MONUMENT COUNCIL MEMORANDUM

TO: Mayor and Town Council

FROM: Madeline VanDenHoek, Town Manager

DATE: August 3, 2026

SUBJECT: Tri-Lakes Chamber of Commerce Commercial Lease Agreement

STRATEGIC PRIORITIES (2026-2028)

☒ **Ensure Long-Term Financial Health and Sustainability** - Supports long-range financial health, forecasting and sustainability to ensure efficient and resilient municipal services.

☒ **Strengthen Community Engagement** - Enhances community engagement, and strengthens communication and collaboration with residents, partners, and neighboring communities.

☐ **Enable Responsible Community Development** - Establishes clear, accountable plans, processes, and procedures for responsible and enduring community development and growth.

☐ **Reinforce a Positive Work Culture** - Promotes a positive and professional work culture that attracts and retains top talent and enhances high-quality service delivery to the community.

PURPOSE OF MEMORANDUM

Purpose

The purpose of this memo is to present the proposed lease agreement between the Town of Monument and the Tri-Lakes Chamber of Commerce for the property located at 166 Second Street, Monument, Colorado, for Town Council consideration.

Background

The agreement would allow the Tri-Lakes Chamber of Commerce to continue using the premises for its business operations. The lease establishes a five-year term beginning January 1, 2026, and ending December 31, 2031, with the parties to consider a new lease agreement at the conclusion of the initial term.

Key Terms

- The lease term is five years, from January 1, 2026, through December 31, 2031.

- Monthly rent begins at \$0 in 2026 and increases annually from \$500 in 2027 to \$1,500 in 2031.
- Rent payments are due on the first day of each month beginning January 1, 2027.
- The Tenant is responsible for routine maintenance, utilities other than sewer service, insurance, damage caused by the Tenant or its personnel, and compliance with lease restrictions.
- The Town is responsible for certain repairs and maintenance listed in Exhibit A that exceed \$5,000; however, the Town may terminate the lease with 30 days' written notice instead of completing repairs exceeding that threshold.
- Either party may terminate the lease with 30 days' prior written notice.

Fiscal Impact

The agreement provides for no rent in 2026 and increasing monthly rent beginning in 2027. The Town will retain responsibility for property taxes and may have responsibility for certain repairs and maintenance exceeding \$5,000, subject to the termination option described in the lease.

Recommended Action

Staff recommends that Town Council review the proposed lease agreement and consider authorizing execution of the lease with the Tri-Lakes Chamber of Commerce for the property located at 166 Second Street.

Attachment

Tri-Lakes Chamber of Commerce Lease Agreement

**TOWN OF MONUMENT
RESOLUTION NO. 59-2026**

**A RESOLUTION APPROVING A LEASE AGREEMENT WITH THE TRI-LAKES
CHAMBER OF COMMERCE FOR PROPERTY LOCATED AT 166 SECOND STREET**

WHEREAS, the Town of Monument (“Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town’s Home Rule Charter approved by the electors on November 8, 2022 (“Charter”); and

WHEREAS, the Town of Monument recognizes strengthening community engagement as a strategic priority for 2026–2028, with a focus on enhancing communication, transparency, and collaboration among Monument residents, neighboring communities, partner organizations, and town administration to support informed decision-making and shared community goals; and

WHEREAS, the Tri-Lakes Chamber of Commerce and Visitor Center serves as a key community partner by connecting residents, businesses, visitors, and regional organizations, expanding the Town’s outreach beyond traditional government channels, supporting community events and economic vitality, and providing a welcoming point of engagement that strengthens civic participation and collaboration; and

WHEREAS, the Monument Town Council has determined it to be in the best interest of the citizens of Monument to enter into a lease agreement with the Tri-Lakes Chamber of Commerce for the use of Old Town Hall located at 166 Second Street; and

WHEREAS, the Tri-Lakes Chamber of Commerce desires to enter into a lease agreement with the Town for use of the property.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF MONUMENT, COLORADO THAT:**

Section 1. Incorporation. The recitals set forth above are incorporated and resolved as if set forth in this section in full.

Section 2. Approval of Lease Agreement. The Lease Agreement, in the form attached hereto and incorporated herein as Exhibit A, is approved. The Town Manager is authorized to execute the Lease Agreement.

Section 3. Effective Date. This Resolution shall become effective and be in full force and effect immediately upon approval.

Section 4. Severability. If any portion of this Resolution or the application thereof shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications which can be

given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

PASSED AND RESOLVED by the Town Council of the Town of Monument, El Paso County, Colorado, this 3rd day of August, 2026, by a vote of ____ for and ____ against.

TOWN OF MONUMENT, COLORADO

By: _____
Mitch LaKind, Mayor

Attest:

Tina Erickson, Town Clerk

EXHIBIT A
LEASE AGREEMENT

LEASE AGREEMENT

THIS LEASE AGREEMENT ("Lease") is made and entered into this ____ day of _____, 2026, by and between the Town of Monument, a home-rule municipality organized under the laws of the State of Colorado ("Landlord"), and Tri-Lakes Chamber of Commerce, a duly formed 501C6 non-profit in the State of Colorado ("Tenant" and together with Landlord, the "Parties," or either of the Parties individually, the "Party"). The Parties therefore agree as follows:

1. Premises. Landlord leases to Tenant and Tenant leases from Landlord real property located at 166 Second Street, Monument, Colorado 80132 (the "Premises").

2. Term. The term of this Lease shall be five years, commencing at 12:01 a.m. on January 1, 2026, and ending at 11:59 p.m. on December 31, 2031. ("Initial Term"). Upon completion of the Initial Term, the Parties will consider a new lease agreement.

3. Rent; Time of Payment. Tenant will pay monthly rent to Landlord as follows:

Year	Monthly Rent Payment
2026	\$0.00
2027	\$500.00
2028	\$750.00
2029	\$1,000.00
2030	\$1,250.00
2031	\$1,500.00

Rent is due on the first of every month beginning on January 1, 2027.

4. Use. Tenant intends to use and occupy the Premises for its business operations.

5. Tenant Maintenance. Tenant agrees that it will keep the Premises in good order and condition and will, at the expiration or other termination of the Lease, surrender and deliver up the same in like condition as the same now is or shall be at the commencement of the Initial Term hereof subject to ordinary wear and tear and damage by the elements, fire, and other unavoidable casualty. Tenant shall pay maintenance and repair costs except as set forth in the following section.

6. Landlord Maintenance. Prior to commencement of the Initial Term Tenant has inspected the Premises and confirmed that is suitable for occupancy for Tenant's intended purpose and assumes all risk associated with Tenant's and its visitors', customers', patrons', agents', members', employees', volunteers, and invitees' (collectively "Tenant and its Personnel") occupancy or use of the Premises. Landlord agrees that it is responsible for the repairs and maintenance of the items described in Exhibit A, attached hereto and incorporated herein by this reference, that exceed \$5,000 in costs. In recognition of the nominal rent paid by Tenant, should any repairs or maintenance be needed to the Premises that exceed \$5,000, in lieu of making such repairs or maintenance the Landlord may give Tenant thirty (30) day written notice of termination of this Lease.

7. Use of Common Areas. Tenant and its Personnel shall be entitled to the nonexclusive use in common with others of any driveways, sidewalks, footways and parking areas. No parking areas are assigned. Tenant agrees to coordinate with Landlord the parking of Tenant staff and guests to minimize parking congestion during peak times.

8. Subletting. Tenant is not permitted to sublet the Premises or any part thereof.

9. Prohibited Uses. Tenant will not use or permit the Premises, any part thereof, or Landlord's property in the vicinity of Premises to be used for any disorderly, unlawful, or extra hazardous purpose or for any purpose other than hereinbefore specified and will not manufacture any commodity therein. This provision shall require Tenant to control and be responsible for the conduct of Tenant's Personnel while said persons are in or about the Premises.

10. Damage to Premises. All injury to the Premises or the building of which they are a part caused by Tenant its agents, servants, employees, and visitors shall be repaired by Tenant at its sole expense. In the event that Tenant shall fail to do so, Landlord shall have the right to make such necessary repairs, alterations, and replacements (structural, nonstructural, or otherwise), and any charge or cost so incurred by Landlord shall be paid by Tenant within twenty (20) days thereafter. This provision shall be construed as an additional remedy granted to Landlord and not in limitation of any other rights and remedies that Landlord has or may have in said circumstances.

11. No Partnership. Landlord assumes no liability or responsibility whatsoever with respect to the conduct and operation of the business to be conducted in the Premises. Landlord shall not be liable for any accident to or injury to any person or persons or property in or about the Premises that are caused by the conduct and operation of said business or by virtue of equipment or property of Tenant in said Premises, except for accidents to or injury to any person or persons or property in or about the common areas described in Paragraph 7 that are directly and solely caused by Landlord.

12. Utility and Other Charges.

(a) Except for sewer service, Tenant has previously arranged for utility services to the Premises in Tenant's name; Tenant shall continue to maintain all utility services except sewer service to be supplied to the Premises in the Tenant's name and shall pay all utility charges when due. Landlord shall bill Tenant for sewer service provided by the Monument Sanitation District and Tenant shall pay for such service within ten (10) days of being billed by Landlord.

(b) Landlord shall pay for all applicable property taxes.

13. Default. It is agreed that if Tenant shall fail to pay the rent or any utility or other charge at the time the same shall become due and payable or if Tenant shall violate or fail or neglect to keep and perform any of the covenants, conditions, and agreements herein contained on the part of Tenant to be kept and performed or if the demised Premises shall become vacant or deserted, then, and in each and every such event from thenceforth and at all times thereafter, at the option of Landlord, Tenant's right of possession shall thereupon cease and terminate, and Landlord shall be entitled to the possession of the Premises and to re-enter the same without demand of rent or demand of possession of said Premises and may forthwith proceed to recover possession of the Premises by process of law.

14. No Trial by Jury. Landlord and Tenant waive any right either may have to trial by jury in any action arising under this Lease or pertaining to the Premises.

15. Insurance.

(a) Tenant shall maintain with respect to the leased Premises general liability insurance with minimum limit of \$505,000 per person per occurrence and \$1,421,000 per occurrence in the aggregate or in such other amounts as provided under the Colorado Governmental Immunity Act, 24-10-101, *et seq.*, C.R.S. Tenant shall name Landlord as an additional named insured. Tenant shall deliver a certificate of such insurance to Landlord upon the commencement of the Initial Term of this Lease and continuing evidence of such coverage as so requested by Landlord. Such insurance policy shall provide that it cannot be cancelled without at least thirty (30) days' prior notice to Landlord. Landlord may but is not obligated to pay any premium not timely paid by Tenant or perform or cause to be performed any acts that are required by the company issuing the insurance policy. Any payment made by Landlord and the cost of performing or causing to be performed any acts that are required by the insurance carrier shall become immediately due and owing from Tenant to Landlord as additional rent and shall be collectible as such.

(b) Landlord shall maintain property insurance in amounts sufficient to protect its interests with such amounts to be determined in its sole discretion. Property insurance maintained by Landlord will not cover Tenant's personal property and any such losses incurred by Tenant are its sole responsibility.

16. Casualty. If the Premises shall be so damaged by fire or other casualty as to be untenable, unless said repair begins within twenty (20) days thereafter, either Party hereto, upon written notice to the other Party given at any time following the expiration of twenty (20) days after said fire or other major casualty, may terminate this Lease.

17. Successors and Assigns. It is agreed that all rights, remedies, and liabilities herein given to or imposed on either of the Parties hereto shall extend to their respective successors, and assigns.

18. Mechanic's Liens. Tenant will not permit any mechanic's lien or liens to be placed on the Premises or any improvement thereof and agrees, if any such lien be filed on account of the acts of Tenant, promptly to pay the same. In the event Tenant fails to pay any such lien, it may be paid by Landlord and charged to Tenant as additional rent hereunder.

19. Holdover Tenancy. If Tenant shall continue to remain in the Premises after the expiration of the Initial Term or any Renewal Term of this Lease without a subsequent Renewal Term going into effect, Tenant shall, by virtue of this Lease, become a tenant by the month at the rental rate of ten dollars (\$10.00) per month or the costs for Landlord to collect payment from Tenant per month, whichever is greater.

20. Termination.

(a) By Tenant. Tenant, in its sole discretion, may terminate this Lease upon thirty (30) days prior written notice to Landlord without any additional fees or rents payable to Landlord beyond the date of termination. Tenant shall be responsible for all rent and other charges through the date of termination.

(b) By Landlord. Landlord, in its sole discretion, may terminate this Lease upon thirty (30) days prior written notice to Tenant. If a month-to-month tenancy results from Tenant's holding over, as described in Paragraph 19, Landlord may terminate this lease upon providing Tenant with thirty (30) days prior written notice of the same.

21. Entire Agreement. This Lease contains the entire and only agreement between the Parties, and no oral statements or representations or prior written matter not contained or referred to in this instrument shall have any force or effect. This Lease shall not be modified in any way except by a writing subscribed by both Parties hereto. The failure of Landlord or Tenant to insist on strict performance by the other of any of the covenants or conditions of this Lease in any one or more instances shall not be construed as a waiver of relinquishment for the future of any such covenants or conditions, but the same shall be and remain in full force and effect. No waiver of any provision of this Lease shall be deemed to have been made unless in writing and signed by the Party to be charged therewith.

22. Law and Venue. This Lease and all amendments thereof shall be governed and construed in accordance with the laws of the State of Colorado. Venue for any dispute arising out of or relating to the Lease shall be in the State of Colorado District Court for El Paso County.

23. Notices. All notices required or desired to be given hereunder by either Party to the other shall be given by certified or registered mail. Notices to the respective Parties shall be addressed as follows:

To Landlord:	<u>Town of Monument</u> <u>Attn: Madeline VanDenHoek</u> <u>645 Beacon Lite Road</u> <u>Monument, CO 80132</u>
With Copy to:	<u>Collins Cole Winn & Ulmer</u> <u>Attn: Robert Cole</u> <u>165 S. Union Boulevard, Suite 785</u> <u>Lakewood, CO 80228</u>
To Tenant:	<u>Tri-Lakes Chamber of Commerce</u> <u>Attn: Terri Hayes</u> <u>P.O. Box 147</u> <u>166 Second Street</u> <u>Monument, CO 80132</u>

Either Party may, by like written notice, designate a new address to which said notices shall be directed.

24. Headings. All headings preceding the text of the paragraphs of this Lease are inserted solely for convenience of reference, and none of them shall constitute a part of this Lease or affect its meaning, construction, or effect.

25. Interpretation. Interpretation based on drafting the terms of the Lease shall not be interpreted in favor of or against either Party based on who drafted the document.

26. Indemnification. To the fullest extent permitted by law, Tenant shall indemnify and hold harmless Landlord, its officials, contractors and employees and any of them from and against all claims, losses, liabilities, damages and costs (including all attorney fees) which are incurred as a result of Tenant's use of the Premises whether any such loss or liability was caused by the negligence of Tenant or its Personnel. Landlord shall not be liable for any damage or injury to Tenant or any other person or to any property

located or occurring on the Premises, or any part thereof, or in common areas thereof, unless such damage is the proximate result of the unlawful act of Landlord, its agents or its employees and Landlord is not otherwise immune from liability under the Colorado Governmental Immunity Act, § 24-10-101, *et seq.*, C.R.S.

27. Annual Appropriation. Pursuant to Article X, Section 20 of the Colorado Constitution, Landlord's obligations hereunder are subject to the annual appropriation of funds necessary for the performance thereof, which appropriations will be made in the sole discretion of the Town Council of the Town of Monument. In the event that sufficient funds for the obligations contemplated in this Lease are not made, such event shall trigger termination.

28. Counterparts. This Lease may be executed in any number of counterparts, each of which shall be an original, and all of such counterparts when together shall constitute but one and the same instrument.

29. Signage. With Landlord's permission, Tenant has previously installed one large sign facing 2nd Street, one sign by the front door, and one sign at the side entrance of the building located on the Premises announcing the Tenant's place of business. Any additional signs shall be approved by Landlord in writing at Landlord's sole discretion. Further, all costs associated with creation, placement, and removal of the sign at such time Tenant vacates the premises, are the sole responsibility of the Tenant.

[Remainder of page left intentionally blank]

IN WITNESS WHEREOF, Landlord and Tenant have hereunto set their hands and seals all as of the day and year first written above.

LANDLORD:

Town of Monument, a home-rule municipality
organized under the laws of the State of
Colorado

By: _____

Attest:

TENANT:

Tri-Lakes Chamber of Commerce, a duly
formed 501C6 non-profit in the State of
Colorado

By: _____

STATE OF COLORADO

)

) ss.

COUNTY OF EL PASO

)

Subscribed and sworn to before me by _____ as
_____ of _____ this ____ day of
_____, 20__.

Witness my hand and official seal.

My commission expires: _____

Notary Public

EXHIBIT A

REPAIR AND MAINTENANCE BY LANDLORD

Landlord shall be responsible for the repairs and maintenance to the following items related to the Premises and the building on which it is located that exceed \$5,000 in costs: electrical systems, plumbing systems, HVAC systems, interior walls and ceilings, flooring, windows and window seals, roof damage affecting the interior of the Premises, and door hardware such as locks, closers, and panic devices.



TOWN OF MONUMENT COUNCIL MEMORANDUM

TO: Mayor and Town Council

FROM: Madeline VanDenHoek, Town Manager

DATE: August 3, 2026

SUBJECT: A Resolution Withdrawing the Town from the Loop Water Authority

STRATEGIC PRIORITIES (2026–2028)

☒ **Ensure Long-Term Financial Health and Sustainability** - Supports long-range financial health, forecasting and sustainability to ensure efficient and resilient municipal services.

☒ **Strengthen Community Engagement** - Enhances community engagement, and strengthens communication and collaboration with residents, partners, and neighboring communities.

☐ **Enable Responsible Community Development** - Establishes clear, accountable plans, processes, and procedures for responsible and enduring community development and growth.

☐ **Reinforce a Positive Work Culture** - Promotes a positive and professional work culture that attracts and retains top talent and enhances high-quality service delivery to the community.

PURPOSE OF MEMORANDUM

This memorandum presents Resolution No. 60-2026 for Town Council consideration. If approved, the resolution would withdraw the Town of Monument from the Loop Water Authority and authorize the Town Manager to take actions necessary to complete the withdrawal.

BACKGROUND

The Town has participated in the Loop Water Project since its inception. In 2022, Monument, Donala Water and Sanitation District, Woodmoor Water and Sanitation District, and Cherokee Metropolitan District entered into the Loop Project Memorandum of Understanding and later formed the Loop Water Authority by intergovernmental agreement.

The Authority was intended to advance a potential regional water system supporting renewable supplies, reuse opportunities, and reduced reliance on non-renewable Denver

Basin groundwater. The Town has contributed funding toward feasibility, planning, design, and related project development.

Since formation of the Authority, circumstances have changed. Cherokee withdrew in December 2024, and Donala has indicated it will withdraw in August 2026. These withdrawals potentially affect the regional structure, cost allocation, and practical viability of continued participation for the Town.

DISCUSSION / ANALYSIS

The Town has continued to evaluate multiple water supply, reuse, and renewal options as part of long-term planning. While the Loop Water Authority was initially intended as a regional solution, the withdrawal or anticipated withdrawal of other member agencies potentially changes the project's scope, cost allocation, and feasibility.

The resolution reflects the Town's determination that continued participation is no longer viable. Key considerations include:

- The project would serve fewer participants than originally contemplated.
- Continued participation presents significant cost concerns for approximately 1,500 Town water users.
- Completion, final design, and ultimate cost remain uncertain.
- Withdrawing allows the Town to focus resources on alternatives better aligned with current needs, financial capacity, and long-term planning objectives.

The resolution authorizes withdrawal consistent with the IGA, including required notices, payment of the Town's share of costs and expenses as applicable, requests for waivers or prorated reimbursement, and execution of related documents.

Approval does not end the Town's commitment to long-term water planning; it allows the Town to redirect attention and resources toward more financially sustainable and practical options for Monument water customers.

FINANCIAL IMPACT

Withdrawal may require payment of the Town's share of costs and expenses under the IGA and may allow prorated reimbursement for dues paid in advance. The final financial impact will depend on accounting of outstanding obligations, reimbursements, waivers, and related withdrawal terms.

Staff will continue to evaluate financial implications and return to Town Council if additional authorization is required. Withdrawal is intended to reduce exposure to future project costs and allow evaluation of other water supply options based on cost, feasibility, timing, and benefit to Town water users.

LEGAL CONSIDERATIONS

Town Council has authority to determine whether continued participation in intergovernmental or regional water projects serves the Town's best interests. The resolution authorizes the Town Manager to complete the withdrawal process, including required notices, waivers, reimbursements, and related documents, subject to Town Attorney review as appropriate.

COMMUNITY IMPACT

Water supply planning remains a long-term community priority. Withdrawal allows the Town to focus on solutions that may be more appropriately scaled to Monument's customer base and financial capacity while continuing to evaluate and present water supply options to Town Council.

RECOMMENDED ACTION

Staff recommends approval of Resolution No. 60-2026, withdrawing the Town of Monument from the Loop Water Authority and authorizing the Town Manager to take all actions reasonably necessary to effectuate the withdrawal.

SUGGESTED MOTION

I move to approve Resolution No. 60-2026, a resolution withdrawing the Town of Monument from the Loop Water Authority and authorizing the Town Manager to take all actions reasonably necessary to effectuate the withdrawal.

ATTACHMENTS

Resolution No. 60-2026, A Resolution Withdrawing the Town from the Loop Water Authority

TOWN OF MONUMENT

RESOLUTION NO. 60-2026

A RESOLUTION WITHDRAWING THE TOWN FROM THE LOOP WATER AUTHORITY

WHEREAS, the Town of Monument (the “Town”) is a home rule municipality duly organized and existing under Article XX of the Colorado Constitution and the Town’s Home Rule Charter approved by the electors on November 8, 2022 (“Charter”); and

WHEREAS, the Town, Donala Water & Sanitation District (“Donala”), Woodmoor Water & Sanitation District (“Woodmoor”) and Cherokee Metropolitan District (“Cherokee”) entered into the Loop Project Memorandum of Understanding to establish the “Loop Project” which was executed by the parties thereto in March and April 2022; and

WHEREAS, the Town, Donala, Woodmoor and Cherokee entered into an Intergovernmental Agreement Establishing the Loop Water Authority (“IGA”) on or about December 23, 2022; and

WHEREAS, as one of the founding Members of the IGA, the Town has been involved with the Loop Water Project since its inception and has been integral to the formation of the Loop Water Authority, and

WHEREAS, the Loop Water Authority has required that its Members make substantial monetary contributions to the development of that project, including initial design plans, and such development has taken longer than anticipated, including that the initial design plans are not more than 50% complete; and

WHEREAS, the IGA’s Members may withdraw from the IGA upon notice, payment of the Member’s share of costs and expenses, and such Member must be reimbursed on a prorated basis for any dues paid in advance and prior to withdraw; and

WHEREAS, after entering into the IGA, Cherokee withdrew from the Loop Water Authority in December 2024; and

WHEREAS, after entering into the IGA, Donala has indicated they will also withdraw from the Loop Water Authority in August 2026; and

WHEREAS, the Town Council has authority to act on behalf of the Town and to determine whether continued participation in intergovernmental or regional water projects serves the best interests of the Town; and

WHEREAS, the Town has determined that continued participation in the Loop Water Authority is no longer a viable option for the Town because of the large scope of

the project which would only serve two entities, the expense of the project in comparison to the Town's approximate 1500 users and the uncertainty associated with the project being completed.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MONUMENT, COLORADO THAT:

Section 1. Incorporation. The recitals set forth above are incorporated and resolved as if fully set forth in this section.

Section 2. Action Taken. The Town Council hereby withdraws the Town of Monument as a Member agency of the Loop Water Authority.

Section 3. Authorization.

The Town Manager is authorized and directed to take all actions reasonably necessary to effectuate the Town's withdrawal from the Loop Water Authority, including providing any required notices, seeking appropriate waivers, seeking reimbursements and executing any related documents consistent with this Resolution.

Section 4. Effective Date. This Resolution shall become effective and be in full force and effect immediately upon approval.

Section 5. Severability. If any portion of this Resolution or the application thereof shall be found to be invalid by a court, such invalidity shall not affect the remaining portions or applications which can be given effect without the invalid portion or application, provided such remaining portions or applications are not determined by the court to be inoperable.

PASSED AND RESOLVED by the Town Council of the Town of Monument, El Paso County, Colorado, this 3rd day of August 2026 by a vote of ____ for and ____ against.

TOWN OF MONUMENT

Mitch LaKind, Mayor

ATTEST:

Tina Erickson, Town Clerk



MEMORANDUM

TO: Mayor LaKind and Councilmembers
Madeline VanDenHoek, Town Manager

FROM: Dan Ungerleider, Director of Planning

DATE: August 3, 2026

SUBJECT: Resolution No. 61-2026, a Resolution Approving an Intergovernmental Agreement (IGA) Between the Town of Monument and the Triview Metropolitan District to Develop a Joint Area Transportation Plan

OVERVIEW.

The Town is nearing completion of Monument 2040, an update to the 2017 Comprehensive Plan. The Town is also developing its first Capital Improvement Plan, a multi-year framework for planning, prioritizing, and funding infrastructure and capital projects.

Through early community and stakeholder input on Monument 2040, the Town identified the need for a Transportation Master Plan: a comprehensive, long-term strategy for developing and managing the Town's transportation system. Once complete, the plan will connect the Town's long-range land use goals with capital needs for maintaining and improving roads, trails, sidewalks, and public transportation. The FY2026 Budget earmarked \$500,000 from Transportation Impact Fee funds for this effort and directed staff to pursue grant funding to reduce or supplement the plan's cost.

During recent discussions with Triview Metropolitan District, staff recognized that both organizations were evaluating their transportation networks and would benefit from coordinating directly on the Town's Transportation Master Plan rather than developing separate plans.

As a result, Staff is proposing, in direct coordination with the Triview Metropolitan District, the attached Intergovernmental Agreement (IGA), and agreement expanding Triview's transportation planning efforts to include the entire Town of Monument metropolitan area, and to evenly split the cost of these efforts for a cost not to exceed \$200,000 for both parties.

Town Engineer oversight is not included in the \$200,000 cost and will be addressed separately through a task order attached to the IGA as Exhibit C. With the District's participation, the Transportation Master Plan cost (\$200,000) and Town Engineer oversight services (\$23,000) will both be significantly lower than the \$500,000 originally anticipated and budgeted for this project.

**Resolution No. 61-2026 – IGA between the Town and Triview
to Develop a joint Area Transportation Plan**

page 2 of 2

August 3, 2026

Although some public participation opportunities will be provided, the Transportation Master Plan will primarily serve as a technical document informed by community transportation stakeholders and guided by the planning themes and objectives established in Monument 2040.

Once completed towards the end of the 2026 calendar year, Staff will present to final document to Town Council for approval by resolution as a component of the Monument 2040, and a guiding document to supporting the Town's Capital Improvement Plan.

RECOMMENDED ACTION.

A motion to adopt Resolution No. 61-2026, a Resolution Approving An Intergovernmental Agreement Between the Town of Monument and the Triview Metropolitan District to Develop a Joint Area Transportation Plan.

Attachments:

- An Intergovernmental Agreement Between the Town of Monument and the Triview Metropolitan District to Develop a Joint Area Transportation Plan.
 - Exhibit A – IGA
 - Exhibit B – HR Green Scope of Work
 - Exhibit C – IMEG Scope of Work – Project Oversight
- Resolution No. 61-2026, a Resolution Approving an Intergovernmental Agreement Between the Town of Monument And the Triview Metropolitan District to Develop a Joint Area Transportation Plan.

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE TOWN OF MONUMENT AND
TRIVIEW METROPOLITAN DISTRICT TO DEVELOP
A JOINT AREA TRANSPORTATION PLAN**

THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”) is executed this ____ day of _____, 20____, by THE TOWN OF MONUMENT, a home-rule municipality organized under the laws of the State of Colorado (the “Town”) and TRIVIEW METROPOLITAN DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado (the “District”). The Town and the District may hereinafter be referred to individually as a “Party” or collectively as the “Parties.”

RECITALS

WHEREAS, pursuant to C.R.S. § 29-1-201 *et seq.*, governments may contract with one another to provide any function, service or facility lawfully authorized to each of the contracting entities and any such contract may provide for the joint exercise of the function, service or facility; and

WHEREAS, the Town is preparing its Transportation Master Plan that will ultimately be a component of the Monument 2040 Comprehensive Plan, and the development of the Town’s Transportation Master Plan requires engineering information, technical detail and analysis from a qualified engineering firm; and

WHEREAS, the District has a Master Services Agreement for As-Needed District Engineering Support Services with HR Green, Inc. (“HR Green”), and HR Green is currently completing two corridor-specific transportation studies for the District and is anticipated to perform continued comprehensive study of the District’s roadways and transportation corridors; and

WHEREAS, HR Green’s scope of services can be reasonably expanded to include the needs of both the Town and the District, and such work within the Parties’ overlapping and adjacent areas can be done jointly and for the benefit of both Parties for a shared expense; and

WHEREAS, the Parties seek to develop a joint Area Transportation Plan (“ATP”) that will establish a comprehensive snapshot of existing and future transportation conditions, produce actionable recommendations across all modes of travel, and produce a prioritized implementation plan and capital improvement guide that will shape investment decisions for both entities in future years; and

WHEREAS, HR Green has provided a proposal and scope of services to develop a joint ATP for the Parties, and the Parties wish to work together collaboratively to obtain the critical information in such an ATP for a shared price rather than hire two separate engineering firms for the same purpose for an increased price to both Parties; and

WHEREAS, both the Town and the District have agreed to retain HR Green for the purpose of preparing a joint ATP as described in HR Green's scope of services, attached hereto as Exhibit A, and for the fees set forth in HR Green's Fee Proposal, attached hereto as Exhibit B; and

WHEREAS, the Parties acknowledge that the findings, analyses, recommendations, and capital improvement priorities developed through the joint Area Transportation Plan ("ATP") are intended to be incorporated into and support the Town of Monument's Transportation Master Plan, thereby promoting a coordinated and comprehensive approach to regional transportation planning and investment; and

WHEREAS, the joint ATP will serve a public purpose and will promote the health, safety, security and general welfare of both Parties' constituents, residents and visitors.

NOW THEREFORE, IN CONSIDERATION of the above recitals, the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the Parties agree as follows:

AGREEMENT

1. Obligations of the Town.

- a. Designate the Planning Director as the project manager/primary point of contact representing the Town.
- b. Meet and coordinate with HR Green representatives and District project leadership on a bi-weekly basis to discuss the joint ATP.
- c. Work with HR Green representatives and project leadership for the District to develop a Technical Advisory Committee and engage appropriate Town personnel to be representative(s) on that committee.
- d. Provide available planning, traffic, GIS, and land use data.
- e. Facilitate public outreach and stakeholder engagement within the Town.
- f. Review and provide timely comments on draft deliverables.
- g. The Town agrees to work cooperatively with HR Green and the District so that the joint ATP may be completed by December 31, 2026.

2. Obligations of the District.

- a. Designate the District Executive Director as the project manager/primary point of contact representing the District.

- b. Meet and coordinate with HR Green representatives and Town project leadership on a bi-weekly basis to discuss the joint ATP.
- c. Work with HR Green representatives and project leadership for the Town to develop a Technical Advisory Committee and engage appropriate District personnel to be representative(s) on that committee.
- d. Provide available transportation, development, and draft data.
- e. Participate in public and stakeholder meetings.
- f. Review and provide timely comments on draft deliverables.
- g. The District agrees to work cooperatively with HR Green and the District so that the joint ATP may be completed by December 31, 2026.

3. Town Engineer. The Town's Engineer, IMEG, shall provide technical review, coordination, and quality assurance support to the Town in connection with the development of the joint Area Transportation Plan ("ATP"), as directed by the Town and pursuant to the Task Order attached hereto as Exhibit C. IMEG's role shall be limited to advising and supporting the Town with respect to the ATP and coordinating, as necessary, with HR Green and the Parties. IMEG shall not be responsible for, nor shall it assume any liability for, the preparation, content, accuracy, completeness, or professional work product produced by HR Green in connection with the ATP.

4. Costs. The respective costs for the joint ATP are set forth in HR Green's fee proposal, which is attached as Exhibit B. The Parties agree to split these costs evenly, except that the Town shall pay no more than \$200,000 total for the completed joint ATP should there be change orders or modifications to the scope or fee schedule provided by HR Green. Each Party shall be responsible for its own costs incurred in the performance of its obligations under this Agreement, and except as otherwise agreed to in writing, shall not receive any reimbursement from the other Party to this Agreement.

5. Term. The term of this Agreement shall be from the date noted above through December 31, 2026. If this Agreement must be extended beyond the expiration of the original Term, both Parties must agree in writing to extend the Term and do so through amendment to this Agreement. All payment obligations pursuant to this Agreement are subject to the appropriation of funds by the governing bodies of the Parties in their sole discretion. This Agreement shall not be construed to create a multiple-fiscal-year obligation by any Party.

6. Termination of Agreement. Either Party may terminate this Agreement upon thirty (30) days written notice to the other Party for any reason or no reason. Upon termination, both Parties agree that the other is entitled to the work completed by HR Green as of the termination date related to the joint ATP, unless the requesting Party has failed to pay the fees invoiced as of that date by HR Green. If there are outstanding fees a Party owes HR Green as of the date of termination, that Party agrees to pay such fees within 30-days from the date of termination.

7. Legal Relationship. Neither Party nor any agents, officers, staff, volunteers or employees of the Parties shall be deemed to be an employee, agent or representative of the other Party to this Agreement. Each Party agrees to be responsible for its own liability incurred as a result of its participation in this Agreement.

8. Governmental Immunity. Nothing herein shall be construed or deemed to be a waiver of any provisions of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101 *et seq.* The Parties enter into this Agreement as separate, independent governmental entities and shall maintain such status throughout the term of this Agreement. Each Party shall be responsible only for its own acts and omissions and those of its officers, employees, agents, and contractors.

9. Notices. Any formal notice, demand or request pursuant to this Agreement shall be in writing and shall be deemed properly served, given or made, if delivered in person or sent by certified mail postage prepaid to the Parties at the following:

To the Town:

ATTN: Dan Ungerleider, Town Planning Director
Town of Monument
645 Beacon Lite Road
Monument, CO 80132

To the District:

ATTN: James McGrady, District General Manager
1641 Baja Drive
Monument, CO 80132

10. Amendments. This Agreement may be amended only by written document signed by both Parties.

11. Severability. In the event that any of the terms, covenants or conditions of this Agreement or their application shall be held invalid as to any person, entity or circumstance by any court having competent jurisdiction, the remainder of this Agreement and the application in effect of its terms, covenants or conditions to such persons, entities or circumstances shall not be affected thereby.

12. Waiver. The waiver by either Party of any breach by the other of any term, covenant or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or other term, covenant, or condition.

13. Entire Agreement. This Agreement embodies the complete agreement between the Parties regarding the subject matter herein and supersedes all prior agreements and understandings, if any.

TOWN OF MONUMENT

By _____
Mitch LaKind, Mayor

Address: 645 Beacon Lite Road
Monument, CO 80132

Attest:

Tina Erickson, Town Clerk



July 15, 2026

Jim McGrady
General Manager
Triview Metropolitan District

Dan Ungerleider
Director of Planning
Town of Monument

Re: Proposal for Area Transportation Plan — Town of Monument and Triview Metropolitan District

Dear Jim and Dan,

HR Green, Inc. (HR Green) is pleased to submit this proposal to develop a joint Area Transportation Plan (ATP) for the Town of Monument and Triview Metropolitan District. We have truly enjoyed building our relationship with both organizations and are excited about the opportunity to help shape the long-term transportation future of this community.

The ATP will establish a comprehensive snapshot of existing and future transportation conditions, develop actionable recommendations across all modes of travel, and produce a prioritized implementation plan and Capital Improvement Program to guide investment decisions for years to come. The plan will emphasize coordination with El Paso County, CDOT, and PPACG and will be grounded in meaningful public and stakeholder engagement throughout the process.

It is worth noting that HR Green is currently completing two corridor-specific studies for Triview under our existing annual traffic engineering support task order — a Jackson Creek Parkway Corridor Study and a Roundabout Feasibility Study for the Baptist Road and Road A intersection just west of Jackson Creek Parkway. While these studies are being delivered separately and funded under that existing task order, their findings will be incorporated directly into the final ATP document, providing an added layer of technical depth and site-specific analysis that will strengthen the overall plan.

A detailed scope of services, project schedule, and fee proposal are attached for your review. All work will be performed on a not-to-exceed basis per the attached fee breakdown.

We are genuinely excited about this project and the opportunity to deliver a plan that will serve Monument and Triview well into the future. Please do not hesitate to reach out with any questions and we look forward to discussing next steps with you both soon.

Sincerely,

HR Green, Inc.

Chase Keys, PE
Group Leader – Municipal Services

Attachments: Detailed Scope of Services, Proposed Project Schedule, Detailed Fee Proposal

Agreed and Accepted for the Triview Metropolitan District by:

Signature: _____

Date: _____

Jim McGrady, District Manager

Scope of Services

Background

The following scope outlines tasks to develop a joint Town of Monument and Triview Metropolitan District Area Transportation Plan. The purpose of the Area Transportation Plan (ATP) is to:

- **Establish a snapshot of baseline conditions**, which summarizes transportation issues and needs currently faced by the study area through data collection, analysis, and public and stakeholder input
- **Recommend future improvements**, and develop a plan to implement those improvements, to provide for a safe, efficient, and reliable transportation system that is accessible for all users and supports a growing community

The ATP will emphasize coordination with El Paso County, Colorado Department of Transportation, Pikes Peak Area Council of Governments (PPACG), other regional partners, community stakeholders, and the public. The four main components of the ATP will entail:

- 1. Understanding**
 - a. Public engagement
 - b. Community profile
 - c. Baseline conditions
 - d. Transportation issues and needs
- 2. Plan Development**
 - a. Major Streets Plan
 - b. Standards and Guidelines
 - c. Active Transportation
 - d. Pavement Management
- 3. Implementation Plan**
 - a. Transportation funding analysis
 - b. Prioritized project recommendations
 - c. Funding strategies and grant recommendations
- 4. Roadway Network Capital Improvement Plan**

Interim memo deliverables are anticipated to include:

- Baseline Conditions
- Transportation Safety
- Public/Stakeholder Meeting Summary
- Major Streets Plan
- Active Transportation
- Pavement Management
- Potential Projects (brainstorming phase)
- Implementation Plan
- Project Summary Sheets

The final deliverables include a comprehensive Area Transportation Plan report with appendices, a Safety Action Plan report with appendices, and GIS database of mapping data.

Study Area

The ATP study area will include the Town of Monument plus an approximate 3-mile buffer to account for long-range growth. The study area will be confirmed at the kick-off meetings.

Other agencies with jurisdiction or long-range growth areas within, or adjacent to, the study area include El Paso County, Douglas County, Colorado Springs, Palmer Lake, Colorado Department of Transportation, and Pikes Peak Area Council of Governments.

Tasks

Task 1.0 Project Management

This task provides for:

- Progress reports and invoicing
- Internal team meetings and coordination
- Project setup and monitoring
- Implementation of the Quality Control Plan

Deliverables:

- Monthly progress reports and invoices

Task 2.0 Project Team Meetings

The consultant will meet with the Town of Monument and Triview Metropolitan District project leadership on a bi-weekly basis to discuss project status, work in progress, potential risks to project schedule and budget, and upcoming deliverables and engagement.

A Technical Advisory Committee (TAC) will be formed to help guide the project and review interim deliverables at key milestones. Up to four TAC meetings are anticipated. The consultant will work with the Town of Monument and Triview Metropolitan District project leadership to identify TAC representatives.

Meeting summary:

- Town of Monument and Triview Metropolitan District project leadership meetings (bi-weekly, assumed virtual or hybrid in-person with virtual option):
 - Kick-off meeting to confirm scope, schedule, and expectations and identify TAC membership
 - Bi-weekly project update and next steps meetings
 - A longer meeting may be scheduled in place of a bi-weekly project update when extensive discussion is anticipated (up to 4 extended meetings anticipated)
- TAC meetings (up to 3, assumed virtual or hybrid in-person with virtual option):
 - Kick-off meeting to introduce the project, review scope, schedule, and expectations, and gather feedback on transportation-related issues and needs to be addressed in the ATP
 - Interim deliverables review and discussion
 - Preliminary recommendations and pre-public open house

Deliverables:

- Agendas, minutes, and supporting meeting information

Task 3.0 Stakeholder and Public Engagement

Stakeholder and public engagement will focus on 1) providing a foundation for development to the ATP and 2) gathering feedback on preliminary recommendations:

1. **Gather input** on community transportation visioning, developing study goals and objectives, and identifying transportation-related issues and needs to be addressed by the project. This input will be collected through an in-person open house, the study website, and a transportation survey.
2. **Present preliminary recommendations for feedback** at council/board meetings (where the public can attend and provide comments) and/or by making the draft report available for public review and comment

Public Involvement Plan

- Develop a Public Involvement Plan in accordance with Town of Monument and Triview Metropolitan District guidance and requirements.
 - The Public Involvement Plan will describe how participation rates will be monitored.

Public Open House

- Prepare for and facilitate one (1) public open house event
- Prepare meeting advertisement content for the project webpage, social media, and flyers. QR codes will be developed for the project webpage, online meeting content, and an online comment/question form.
- Develop activities, discussion prompts, interactive means of gathering feedback, presentation, and display materials

A static, online component of the in-person open house will also be made available for the public to review materials. This will include:

- In-person open-house materials (display boards, handouts, and presentation materials)
- A recording of the in-person open house presentation, if applicable. If the in-person open house does not include a presentation, a short presentation will be recorded to introduce the online materials.
- An opportunity to submit comments to the project team

Written comments will be collected for two weeks following the in-person open house.

Project Webpage and Online Activities

Develop and maintain a webpage for this project, to include:

- Project introduction text, contact information, a way for the public to submit comments and ask questions, an interactive map to submit comments and input, public open house information (date, time, and location), public open house materials, and final project deliverables
- A short transportation survey to gather broad feedback on transportation-related issues and needs for the study area, community priorities, and study direction

Recommendations Presentations

- Prepare and lead up to two (2) presentations of the final report, one for the Town of Monument and one for the Triview Metropolitan District.

Deliverables:

- Public Involvement Plan
- Social media graphics and content to advertise meetings
- Project webpage content
- Public open house activities, handouts/leave behinds, and presentation and display materials
- Public/Stakeholder Meeting Summary Report
- Thematic summary graphics for use on websites, social media posts, and other public-facing messaging

Task 4.0 Baseline Conditions Analysis

This task will assess the following existing and future-year conditions to establish a baseline and identify transportation-related issues and needs to be addressed by the study:

- Community profile
- General mapping
 - Obtain GIS data
 - Zoning and land use (including development review and available projections)
 - Parks/recreation, employment centers, schools, healthcare, community centers, major destinations, etc.
- Existing transportation infrastructure
 - Streets (including current classification and jurisdiction)
 - Traffic signal, roundabout, and all-way stop-control locations
 - Bridges (including current type, condition, and jurisdiction)
 - Pedestrian, bicycle, and trail facilities
 - Drainage-related transportation deficiencies (coordinate with Monument 2026 Stormwater Master Plan)
- Micromobility, transit, freight, and electric vehicles
 - Micromobility services and/or facilities
 - Public transportation
 - Freight and goods movement (e.g., truck routes, oversize vehicle routes, freight origin-destination movements, and industrial development impacts on existing and future facilities)
 - Electric vehicle infrastructure and policy
- Resiliency (extreme weather vulnerability related to the transportation system)
 - Includes a Resiliency Evaluation in coordination with the Monument Fire District identifying wildfire evacuation routes, emergency response access, and critical network links
- Traffic
 - Existing and future-year daily traffic volumes (using the MPO travel demand model)
 - Existing and future-year capacity needs (using MPO travel demand model daily volumes and segment LOS and v/c ratios)
 - Speed management corridors to include, at minimum: Jackson Creek Parkway, Baptist Road, Higby Road, Beacon Lite/Old Denver Road, and State Highway 105 East/West
- Crash history analysis that follows guidance established for the Safe Streets and Roads for All (SS4A) program, accounts for all modes of travel on the Town of Monument transportation network, and identifies the following:
 - High Injury Network (HIN)
 - Systemic Risk Network (SRN)
 - Emphasis Areas
 - Potential crash countermeasures, strategies, and policy and process changes

- School access and safety assessment
 - Includes desktop review of school access locations and vehicular traffic patterns, bicycle and pedestrian routes, and crossing locations. Coordinate with crash history analysis and public and stakeholder engagement tasks.

It is assumed that available information will be provided by the Town of Monument, Triview Metropolitan District, and other TAC agencies. While no field data collection by the consultant is anticipated, time for site visits to confirm conditions or address gaps in data has been included.

Deliverables:

- Baseline Conditions and Findings memo
- Transportation Safety memo (which will be the up-front components of a Safety Action Plan deliverable)
- Compiled GIS database of available information

Task 5.0 Standards, Guidelines, and Safety Strategies

Conduct a high-level review of existing Town of Monument and Triview Metropolitan District planning and design guidelines. Where gaps or opportunities for additional information are identified, work with project leadership and TAC representatives to develop recommendations for the following:

- Street and multimodal facility typical sections
- Street and multimodal design standards
- Complete streets
- Context-sensitive corridor speed management, gateway treatment, and traffic calming
- Access management
- Development plan and future land use processes (with regard to transportation facilities)
 - Industrial development (transportation) guidelines
- Jurisdictional transfer process (ownership and maintenance)
- Safety strategies
 - Safety policy and process guidance
 - Toolbox of feasible safety strategies

Deliverables:

- Standards and Guidelines memo
- Safety Strategy Toolkit memo (in conjunction with Task 7.0 deliverable)

Task 6.0 Major Streets Plan

Review and update local street classifications for the study area, working with project leadership and TAC representatives to refine and update where needed. Elements of the Major Street Plan are anticipated to include:

- Street classification (e.g., Arterial, Collector, Local, Private)
- Designated truck and oversize vehicle routes
- Street access classification
- Emergency response access and evacuation routes
- Speed management corridors
- Jurisdiction (ownership) and candidate segments for future jurisdiction transfer
- Street typical sections that correspond to each classification

It is understood that a local street classification and a federal functional classification correspond to separate classification systems. This task will also review the current federal functional classification and propose recommendations for future consideration where applicable.

Deliverables:

- Major Streets Plan memo

Task 7.0 Active Transportation

The active transportation task covers long-range planning for walking, biking, and rolling activities, with an initial objective of providing for safe and welcoming connections.

- Review active transportation planning completed to date, including the Town of Monument comprehensive plan update, Pikes Peak Area Council of Governments regional planning, and plans developed by other study area agencies. It is anticipated many of the Town of Monument elements will be carried forward from the comprehensive plan update.
- Develop an active transportation framework that centers on route connectivity and continuity, focusing on:
 - Completing network gaps,
 - Expanding the active transportation network and accessibility,
 - School accessibility and safety,
 - Providing safe crossing opportunities
 - Based on public feedback and crash history review findings, up to ten (10) crossing locations may be reviewed to provide modification recommendations
- Develop a toolbox of active transportation safety strategies
- Identify candidate active transportation safety projects

Deliverables:

- Active Transportation memo
- Safety Strategy Toolkit memo (in conjunction with Task 5.0 deliverable)

Taks 8.0 Pavement Management Plan

Data collection, analysis, and pavement management plan development. A subcontractor will collect all pavement condition data. Our team will use the pavement management software of the Town/District's choosing.

- Data collection
 - Work with the vendor for the initial setup of the GIS network and confirming street attributes such as pavement type, segment length, surface width, traffic volumes, and functional classification
 - Assumptions:
 - Current Town of Monument estimate is 58.824 centerline miles or 124.729 lane miles (HUTF report)
 - 1 pass for local streets
 - 1 pass in each direction for collector and arterial streets
- Analysis of existing conditions
 - Summarize existing pavement conditions, which may include descriptive statistics, maps/graphics, and commentary on unique conditions
- Rehabilitation strategies
 - Review current maintenance practices, expenditures, and project selection methods

- Customize a toolbox of treatments applicable to the project area, which will include estimated unit costs, PCI application and reset values, and service life expectancy
 - Establish pavement condition thresholds for roadway classifications
 - Develop pavement performance curves based on the collected data
- Determine improvements
 - Develop up to four budget-based scenarios to analyze varying budget amounts and pavement performance goals
 - Modeled scenarios will be performed for a minimum period of 15 years
- Pavement management plan
 - Develop a 10-year pavement rehabilitation plan. Projects will be grouped in three phases, with Years 1-3 in Phase 1, Years 4-6 in Phase 2, and Years 7-10 in Phase 3 (or as directed by the Town/District)
 - Recommend Capital Improvement Plan (CIP) projects separated between the Town and District
 - Develop summary statistics, graphs, charts, and figures of existing conditions and future conditions related to the recommendations

Deliverables:

- Pavement Management Plan memo

Taks 9.0 Recommendations, Prioritization, and Implementation

Develop an implementation plan, which includes summarizing findings and recommendations identified through prior tasks, identifying future funding, brainstorming potential projects, and developing an implementation plan framework to evaluate, screen, and prioritize projects.

- **Summarize overarching findings** from the Baseline Conditions (including the Safety Action Plan components), Stakeholder and Public Engagement, Major Streets Plan, Standards and Guidelines, Active Transportation, and Pavement Management tasks to establish a foundation for project recommendations, prioritization, and implementation
- **Evaluate historical transportation funding and expenditures, and identify grant opportunities and potential funding partnerships, and estimate future-year transportation funding levels** to guide fiscal constraint within the recommendations
- **Identify potential projects** to address transportation needs.
 - Present and discuss with Town of Monument and Triview Metropolitan District project leadership through a workshop type meeting
 - Develop high-level project information describe the project and identify a planning-level cost
- **Develop an implementation plan** that identifies recommended projects in terms of short-term, mid-term, and long-term timelines. It is anticipated that the short-term and mid-term timeframes will be fiscally-constrained based on estimated transportation funding. The long-term timeframe will include long-range and illustrative type projects.
 - Evaluate, screen, and prioritize projects
 - Develop project summary sheets for recommended projects, which will include:
 - Project description and limits,
 - Project champions and partners,
 - Implementation timeline(s),
 - Planning-level cost estimates, and
 - Funding opportunities
 - Identify grant funding or partnership opportunities for the recommended projects

- Identify which recommended projects that are applicable to specific grants and would improve grant readiness and competitiveness

Deliverables:

- Potential Projects memo
- Implementation Plan memo
- Project summary sheets

Taks 10.0 Final Reports

- Develop the following final reports that are user-friendly and visually rich to be the public facing deliverable of the project:
 - Area Transportation Plan (ATP) report
 - Safety Action Plan report – standalone report (will be included as an appendix in the final ATP report)
 - Report will include a section summarizing Safety Action Plan components and alignment with the current (at the time of the report) SS4A self-certification checklist
- Up to three (3) review iterations are anticipated with the Town of Monument, Triview Metropolitan District, and TAC representatives:
 - Draft report review
 - Revised Draft report review
 - Pre-final report review

Deliverables:

- Final report with appendices
- GIS database of data and mapping for the interim memos and final report

Task 11.0 Capital Improvement Plan (Town of Monument)

Develop a Roadway Network Capital Improvement Plan (CIP) for the Town of Monument. The Roadway Network CIP will be a multi-year, prioritized program of projects and funding that preserves, upgrades, and expands a community's transportation assets. This CIP will be a 5-year fiscally constrained plan.

The Roadway Network CIP will build upon the ATP, and include:

- Roadway network goals and performance outcomes summary
- Projected funding summary
- Project evaluation, scoring, and prioritization summary
- Project lists and maps
- Supporting project information (description, project limits, phasing, champions, timeline, planning-level cost estimates, and anticipated funding)

Projects will be grouped into categories and may include:

- Street preservation
- Street rehabilitation / reconstruction
- Safety
- Traffic operations / congestion management
- Complete streets / multimodal



- Drainage / stormwater
- New capacity / network expansion

Projects will be scored and selected through coordination with the Town of Monument. Scoring criteria and weighting may include:

- Asset conditions and risk of failure
- Safety benefit and injury severity reduction potential
- Multimodal/ADA compliance and connectivity
- Traffic volume, freight significance, and emergency response routes
- Equity and access outcomes
- Cost effectiveness / benefit-cost
- Readiness
- Opportunity coordination

The Roadway Network CIP will prioritize projects for the next five (5 years) on an annual basis.

Deliverables:

Roadway Network CIP with the following sections:

- Roadway network goals and performance outcomes
- Projected funding
- Project evaluation, scoring, and prioritization
- 5-year project list and maps (organized on a year-by-year basis)
- Project information
- Performance tracking

AREA TRANSPORTATION PLAN

Meetings & Engagement

Project Leadership

Project Leadership

TAC

In-Person Open House & Transportation Survey

4. Baseline Conditions Analysis

5. Standards, Guidelines, & Safety Strategies

6. Major Street Plan

7. Active Transportation

8. Pavement Management Plan

9. Recommendations, Prioritization & Implementation

10. Final Reports

11. Capital Improvement Plan

DRAFT

FINAL

GREEN - FEE PROPOSAL DETAIL																															
PROJECT NAME: TOWN OF MONUMENT / TRIVIEW METROPOLITAN DISTRICT AREA TRANSPORTATION PLAN																															
HR GREEN PROJECT NUMBER: 2602786																															
CLIENT: TRIVIEW METROPOLITAN DISTRICT AND THE TOWN OF MONUMENT																															
CLIENT CONTACT: JIM MCGRADY AND DAN UNGERLEIDER																															
CONTRACT MANAGER: CHASE KEYS PROJECT DELIVERY MANAGER: JON WI 15-Jul-26																															
						Oversight/Management				Master Plan				Pavement Management				Public Involvement				Admin									
TOTAL HOURS						2	78	160	12	438	498	64	72	8	16	8	32	130	128	32	68	40	18	8	1812						
COST PER HOUR/UNIT (CHARGE-OUT RATE)						\$ 296.00	\$ 290.00	\$ 250.00	\$ 276.00	\$ 146.00	\$ 165.00	\$ 177.00	\$ 150.00	\$ 225.00	\$ 271.00	\$ 260.00	\$ 235.00	\$ 170.00	\$ 175.00	\$ 150.00	\$ 120.00	\$ 203.00	\$ 125.00	\$ 125.00							
TOTAL LABOR COST						\$ 592.00	\$ 22,620.00	\$ 40,000.00	\$ 3,312.00	\$ 63,948.00	\$82,170.00	\$ 11,328.00	\$ 10,800.00	\$ 1,800.00	\$ 4,336.00	\$ 2,080.00	\$ 7,520.00	\$22,100.00	\$22,400.00	\$ 4,800.00	\$ 8,160.00	\$ 8,120.00	\$ 2,250.00	\$ 1,000.00							
TOTAL PROJECT COSTS						\$ 319,336.00	\$ 5,017.50	\$ 28,710.00	\$ 353,063.50																						
% OF TOTAL LABOR COST						0.2%	7.1%	12.5%	1.0%	20.0%	25.7%	3.5%	3.4%	0.6%	1.4%	0.7%	2.4%	6.9%	7.0%	1.5%	2.6%	2.5%	0.7%	0.3%	\$ 0.73		10%	10%			
TASK	DESCRIPTION OF TASK	Labor Task Total	ODC Task Total	Subs Task Total	Task Total	Stuepfert	Keys	Wiegand	Thoreen	Kundwa	Oliveira	Liska	Procaccio	Osborn / Horejai	Waghray	Boik	Stevens	Jansen	Manternach	Liljegen	Lietzke	Whitver	ACCOUNTIN G	ADM ASST	EXPENSES			Subs			
						PIC	CONTRACT/ CLIENT MANAGER ADVISOR	PROJECT DELIVERY MANAGER	QC/QA ADVISOR	PLANNER	PLANNER / ENG	GIS	Concepts / Costs	Resiliency	Drainage	Planner / Interim QC Reviews	Advisor / QA/QC	Analyst	Analyst	Coordinator (Local)	Graphics and Materials	Website			Mileage Auto	Reimbursables					
																										Unit	Total		Total	Total	
TASK 1	PROJECT MANAGEMENT	\$ 15,054.00	\$ -	\$ -	\$ 15,054.00	2	8	14	12	0	0	0	0	0	0	8	0	0	0	0	0	18	8								
	Progress reports and invoicing - 7 months	\$ 4,580.00			\$ 4,580.00		2	8														12	4								
	Internal team meetings and coordination	\$ 1,632.00			\$ 1,632.00		2	2	2																						
	Project setup and monitoring	\$ 4,002.00			\$ 4,002.00	2	4	4														6	4								
	Implementation of the Quality Control Plan	\$ 4,840.00			\$ 4,840.00				10							8															
TASK 2	PROJECT TEAM MEETINGS	\$ 16,368.00	\$ -	\$ -	\$ 16,368.00	0	22	30	0	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0							
	Biweekly Project Leadership meetings (30-60 minutes assumed) - 6 months	\$ 6,022.00			\$ 6,022.00		10	10		2	2																				
	Additional time for up to 4 longer meetings	\$ 2,782.00			\$ 2,782.00		4	4		2	2																				
	TAC meetings -up to 3 (hybrid in-person/virtual assumed)	\$ 7,564.00			\$ 7,564.00		8	16		4	4																				
TASK 3	STAKEHOLDER AND PUBLIC ENGAGEMENT	\$ 25,020.00	\$ 5,017.50	\$ -	\$ 30,037.50	0	8	18	0	0	0	0	0	0	0	0	0	0	0	32	44	40	0	0	300.00	217.50	4,800.00	-			
	Public Involvement Plan	\$ 1,440.00			\$ 1,440.00															8	2										
	Public Open Houses - 1 open house	\$ 9,440.00	\$ 500.00		\$ 9,940.00		4	12												16	24						500.00				
	Project Webpage and Online Activities	\$ 11,740.00	\$ 300.00		\$ 12,040.00			2												8	16	40					300.00				
	Recommendation Presentations - up to 2, same trip	\$ 2,400.00			\$ 2,400.00		4	4													2										
	Travel Expenses		\$ 4,217.50		\$ 4,217.50																				300	\$ 217.50	4,000.00				
TASK 4	BASELINE CONDITIONS ANALYSIS	\$ 47,306.00	\$ -	\$ -	\$ 47,306.00	0	4	12	0	80	130	24	12	8	8	0	0	0	0	0	0	0	0	0	-	-	-	-			
	Community profile	\$ 3,230.00			\$ 3,230.00		1	1		16		2																			
	General mapping	\$ 1,226.00			\$ 1,226.00			1		2	2	2																			
	Existing transportation infrastructure	\$ 6,460.00			\$ 6,460.00		1	1		4	4	4	12		8																
	Multimodal and transit	\$ 5,830.00			\$ 5,830.00			2		16	16	2																			
	Resiliency / Resiliency Evaluation	\$ 5,614.00			\$ 5,614.00		1	1		20		2		8																	
	Traffic	\$ 2,174.00			\$ 2,174.00			2			8	2																			
	Crash history (SS4A)	\$ 16,284.00			\$ 16,284.00			2		8	80	8																			
	School access and safety assessment	\$ 6,488.00			\$ 6,488.00		1	2		14	20	2																			
TASK 5	STANDARDS, GUIDELINES, AND SAFETY STRATEGIES	\$ 31,872.00	\$ -	\$ -	\$ 31,872.00	0	8	32	0	36	72	8	20	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-			
	Typical sections	\$ 3,060.00			\$ 3,060.00		2	2			12																				
	Design standards	\$ 2,900.00			\$ 2,900.00		2	4			8																				
	Complete streets	\$ 7,393.00			\$ 7,393.00		1	3		16	16	1	8																		
	Corridor speed management	\$ 5,441.00			\$ 5,441.00			6		4	12	1	8																		
	Access management	\$ 3,871.00			\$ 3,871.00		1	6		4	8	1																			
	Development plan and future land use processes	\$ 2,416.00			\$ 2,416.00		1	1		8		4																			
	Jurisdictional transfer process	\$ 2,051.00			\$ 2,051.00		1	4		4		1																			
	Safety strategies	\$ 4,740.00			\$ 4,740.00			6			16		4																		
TASK 6	MAJOR STREET PLAN	\$ 5,916.00	\$ -	\$ -	\$ 5,916.00	0	2	8	0	18	0	4	0	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-			
	Street classification	\$ 2,666.00			\$ 2,666.00		1	2		8		4																			
	Truck routes	\$ 542.00			\$ 542.00			1		2																					
	Access	\$ 542.00			\$ 542.00			1		2																					
	Emergency response	\$ 542.00			\$ 542.00			1		2																					
	Speed management corridors	\$ 396.00			\$ 396.00			1		1																					
	Jurisdiction and future jurisdictional transfer	\$ 832.00			\$ 832.00		1	1		2																					
	Assignment of typical sections	\$ 396.00			\$ 396.00			1		1																					
TASK 7	ACTIVE TRANSPORTATION	\$ 15,930.00	\$ -	\$ -	\$ 15,930.00	0	4	6	0	26	48	2	8	0	0	0	0	0	0	0	0	0	0	-	-	-	-				
	Review previous studies	\$ 950.00			\$ 950.00		1				4																				
	Active transportation long-range network	\$ 1,742.00			\$ 1,742.00		1	2		2	4																				
	Active transportation toolbox of strategies	\$ 5,182.00			\$ 5,182.00		1	2		12	16																				
	Candidate projects	\$ 8,056.00			\$ 8,056.00		1	2		12	24	2	8																		
TASK 8	PAVEMENT MANAGEMENT PLAN	\$ 53,808.00	\$ -	\$ 28,710.00	\$ 82,518.00	0	2	2	0	0	0	4	0	0	0	0	32	130	128	0	0	0	0	0			26,100.00				
	Data Collection	\$ 1,868.00		\$ 28,710.00	\$ 30,578.00							4					2	2	2												
	Analysis of existing conditions	\$ 11,190.00			\$ 11,190.00												8	28	26								26,100.00	IMS			
	Rehabilitation strategies / determine improvements / pavement mgmt plan	\$ 40,750.00			\$ 40,750.00		2	2									22	100	100												
PHASE 9	RECOMMENDATIONS, PRIORITIZATION, AND IMPLEMENTATION	\$ 25,652.00	\$ -	\$ -	\$ 25,62																										

GREEN - FEE PROPOSAL DETAIL																																			
PROJECT NAME: TOWN OF MONUMENT / TRIVIEW METROPOLITAN DISTRICT AREA TRANSPORTATION PLAN																																			
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TOTAL HOURS						2	78	160	12	438	498	64	72	8	16	8	32	130	128	32	68	40	18	8	1812										
COST PER HOUR/UNIT (CHARGE-OUT RATE)						\$ 296.00	\$ 290.00	\$ 250.00	\$ 276.00	\$ 146.00	\$ 165.00	\$ 177.00	\$ 150.00	\$ 225.00	\$ 271.00	\$ 260.00	\$ 235.00	\$ 170.00	\$ 175.00	\$ 150.00	\$ 120.00	\$ 203.00	\$ 125.00	\$ 125.00											
TOTAL LABOR COST						\$ 592.00	\$ 22,620.00	\$ 40,000.00	\$ 3,312.00	\$ 63,948.00	\$82,170.00	\$ 11,328.00	\$ 10,800.00	\$ 1,800.00	\$ 4,336.00	\$ 2,080.00	\$ 7,520.00	\$22,100.00	\$22,400.00	\$ 4,800.00	\$ 8,160.00	\$ 8,120.00	\$ 2,250.00	\$ 1,000.00											
TOTAL PROJECT COSTS						\$ 319,336.00	\$ 5,017.50	\$ 28,710.00	\$ 353,063.50																										
% OF TOTAL LABOR COST						0.2%	7.1%	12.5%	1.0%	20.0%	25.7%	3.5%	3.4%	0.6%	1.4%	0.7%	2.4%	6.9%	7.0%	1.5%	2.6%	2.5%	0.7%	0.3%	\$ 0.73		10%		10%						
TASK	DESCRIPTION OF TASK	Labor Task Total	ODC Task Total	Subs Task Total	Task Total	Stuepfert	Keys	Wiegand	Thoreen	Kundwa	Oliveira	Liska	Procaccio	Osborn / Horejai	Waghray	Boik	Stevens	Jansen	Manternach	Liljegen	Lietzke	Whitver	ACCOUNTIN G	ADM ASST	EXPENSES			Subs							
						PIC	CONTRACT/ CLIENT MANAGER ADVISOR	PROJECT DELIVERY MANAGER	QC/QA ADVISOR	PLANNER	PLANNER / ENG	GIS	Concepts / Costs	Resiliency	Drainage	Planner / Interim QC Reviews	Advisor / QA/QC	Analyst	Analyst	Coordinator (Local)	Graphics and Materials	Website			Mileage Auto	Reimbursables									
																										Unit	Total		Total	Total					
TASK 1	PROJECT MANAGEMENT	\$ 15,054.00	\$ -	\$ -	\$ 15,054.00	2	8	14	12	0	0	0	0	0	0	8	0	0	0	0	0	18	8												
	Progress reports and invoicing - 7 months	\$ 4,580.00			\$ 4,580.00		2	8														12	4												
	Internal team meetings and coordination	\$ 1,632.00			\$ 1,632.00		2	2	2																										
	Project setup and monitoring	\$ 4,002.00			\$ 4,002.00	2	4	4														6	4												
	Implementation of the Quality Control Plan	\$ 4,840.00			\$ 4,840.00				10							8																			
TASK 2	PROJECT TEAM MEETINGS	\$ 16,368.00	\$ -	\$ -	\$ 16,368.00	0	22	30	0	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0											
	Biweekly Project Leadership meetings (30-60 minutes assumed) - 6 months	\$ 6,022.00			\$ 6,022.00		10	10		2	2																								
	Additional time for up to 4 longer meetings	\$ 2,782.00			\$ 2,782.00		4	4		2	2																								
	TAC meetings -up to 3 (hybrid in-person/virtual assumed)	\$ 7,564.00			\$ 7,564.00		8	16		4	4																								
TASK 3	STAKEHOLDER AND PUBLIC ENGAGEMENT	\$ 25,020.00	\$ 5,017.50	\$ -	\$ 30,037.50	0	8	18	0	0	0	0	0	0	0	0	0	0	0	32	44	40	0	0	300.00	217.50	4,800.00	-							
	Public Involvement Plan	\$ 1,440.00			\$ 1,440.00															8	2														
	Public Open Houses - 1 open house	\$ 9,440.00	\$ 500.00		\$ 9,940.00		4	12												16	24					500.00									
	Project Webpage and Online Activities	\$ 11,740.00	\$ 300.00		\$ 12,040.00			2												8	16	40				300.00									
	Recommendation Presentations - up to 2, same trip	\$ 2,400.00			\$ 2,400.00		4	4													2														
	Travel Expenses		\$ 4,217.50		\$ 4,217.50																				300	\$ 217.50	4,000.00								
TASK 4	BASELINE CONDITIONS ANALYSIS	\$ 47,306.00	\$ -	\$ -	\$ 47,306.00	0	4	12	0	80	130	24	12	8	8	0	0	0	0	0	0	0	0	0	-	-	-	-							
	Community profile	\$ 3,230.00			\$ 3,230.00		1	1		16		2																							
	General mapping	\$ 1,226.00			\$ 1,226.00			1		2	2	2																							
	Existing transportation infrastructure	\$ 6,460.00			\$ 6,460.00		1	1		4	4	4	12		8																				
	Multimodal and transit	\$ 5,830.00			\$ 5,830.00			2		16	16	2																							
	Resiliency / Resiliency Evaluation	\$ 5,614.00			\$ 5,614.00		1	1		20		2		8																					
	Traffic	\$ 2,174.00			\$ 2,174.00			2			8	2																							
	Crash history (SS4A)	\$ 16,284.00			\$ 16,284.00			2		8	80	8																							
	School access and safety assessment	\$ 6,488.00			\$ 6,488.00		1	2		14	20	2																							
TASK 5	STANDARDS, GUIDELINES, AND SAFETY STRATEGIES	\$ 31,872.00	\$ -	\$ -	\$ 31,872.00	0	8	32	0	36	72	8	20	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-							
	Typical sections	\$ 3,060.00			\$ 3,060.00		2	2			12																								
	Design standards	\$ 2,900.00			\$ 2,900.00		2	4			8																								
	Complete streets	\$ 7,393.00			\$ 7,393.00		1	3		16	16	1	8																						
	Corridor speed management	\$ 5,441.00			\$ 5,441.00			6		4	12	1	8																						
	Access management	\$ 3,871.00			\$ 3,871.00		1	6		4	8	1																							
	Development plan and future land use processes	\$ 2,416.00			\$ 2,416.00		1	1		8		4																							
	Jurisdictional transfer process	\$ 2,051.00			\$ 2,051.00		1	4		4		1																							
	Safety strategies	\$ 4,740.00			\$ 4,740.00			6			16		4																						
TASK 6	MAJOR STREET PLAN	\$ 5,916.00	\$ -	\$ -	\$ 5,916.00	0	2	8	0	18	0	4	0	0	0	0	0	0	0	0	0	0	0	0	-	-	-	-							
	Street classification	\$ 2,666.00			\$ 2,666.00		1	2		8		4																							
	Truck routes	\$ 542.00			\$ 542.00			1		2																									
	Access	\$ 542.00			\$ 542.00			1		2																									
	Emergency response	\$ 542.00			\$ 542.00			1		2																									
	Speed management corridors	\$ 396.00			\$ 396.00			1		1																									
	Jurisdiction and future jurisdictional transfer	\$ 832.00			\$ 832.00		1	1		2																									
	Assignment of typical sections	\$ 396.00			\$ 396.00			1		1																									
TASK 7	ACTIVE TRANSPORTATION	\$ 15,930.00	\$ -	\$ -	\$ 15,930.00	0	4	6	0	26	48	2	8	0	0	0	0	0	0	0	0	0	0	-	-	-	-								
	Review previous studies	\$ 950.00			\$ 950.00		1				4																								
	Active transportation long-range network	\$ 1,742.00			\$ 1,742.00		1	2		2	4																								
	Active transportation toolbox of strategies	\$ 5,182.00			\$ 5,182.00		1	2		12	16																								
	Candidate projects	\$ 8,056.00			\$ 8,056.00		1	2		12	24	2	8																						
TASK 8	PAVEMENT MANAGEMENT PLAN	\$ 53,808.00	\$ -	\$ 28,710.00	\$ 82,518.00	0	2	2	0	0	0	4	0	0	0	0	32	130	128	0	0	0	0	0				26,100.00							
	Data Collection	\$ 1,868.00		\$ 28,710.00	\$ 30,578.00							4					2	2	2																
	Analysis of existing conditions	\$ 11,190.00			\$ 11,190.00																														

July 27, 2026



Town of Monument
645 Beacon Lite Road
Monument, CO 80132

Attn: Dan Ungerleider, AICP – Director of Planning

RE: Monument-Transportation Master Plan Oversight and Ownership Representation

Dear Mr. Ungerleider,

IMEG proposes to provide project oversight and acting Town representative services in support of the Town of Monument / Triview Metropolitan District Area Transportation Plan (ATP). The attached ATP scope includes a multi-task planning effort focused on public engagement, baseline conditions, major streets planning, standards and guidelines, active transportation, pavement management, implementation planning, and a roadway network capital improvement plan. The work also includes recurring project leadership meetings, TAC coordination, a public open house, and multiple review cycles for the draft and final deliverables, culminating in a final ATP report, Safety Action Plan report, and GIS mapping database.

IMEG's role will be to support the Town by providing consistent oversight, coordination, and technical stewardship throughout the consultant's ATP process. This includes participating in project kickoff and regular progress meetings, representing Town interests in discussions with the consultant team and stakeholder groups, coordinating review comments from Town staff and decision-makers, and helping ensure that the project remains aligned with Town priorities, schedule expectations, and implementation objectives. IMEG will also assist with the review of interim memoranda, draft findings, and final deliverables to confirm that recommendations are practical, coordinated, and ready to advance into future implementation and capital programming.

Scope of Services

IMEG's services are expected to include the following:

1. **Project Oversight and Coordination**
Provide day-to-day coordination support, maintain the action-item and decision log, monitor schedule and deliverables, and serve as the Town's point of contact for ATP oversight.
2. **Meeting Participation and Representation**
Attend kickoff meetings, bi-weekly project leadership meetings, TAC meetings, workshops, and key public presentations as the Town representative, and help guide discussion toward Town priorities and implementation needs. The attached ATP scope anticipates bi-weekly leadership meetings and up to three TAC meetings, along with additional workshops and public-facing meetings.
3. **Deliverable Review and Comment Consolidation**
Review interim memos, draft reports, and final documents for consistency, completeness, and alignment with Town objectives; consolidate and transmit Town comments; and track consultant responses through each review cycle.

4. **Stakeholder Coordination**

Coordinate with Town staff, Triview, and other stakeholders as needed to support agreement on assumptions, priorities, phasing, and implementation direction.

5. **Public Process Support**

Support the Town's participation in the public process by reviewing outreach materials, attending the open house and recommendation presentations as needed, and helping prepare Town talking points or response summaries.

6. **Closeout and Implementation Readiness**

Assist with final acceptance of the ATP package and help translate recommendations into a practical framework for future capital programming, grant pursuit, and implementation discussions.

Fee Proposal

Based on the anticipated level of effort for oversight, meeting participation, deliverable review, and coordination support for the project duration estimated at seven (7) months, IMEG proposes a **not-to-exceed fee of \$23,000** for these services. This fee is intended to cover professional labor associated with project oversight and acting Town representative responsibilities, with reimbursables included within the not-to-exceed amount unless otherwise directed.

Assumptions

This proposal is based on the following assumptions:

- IMEG is serving in an **oversight and representative capacity**, not as the primary ATP technical consultant.
- The ATP consultant remains responsible for technical analysis, report preparation, public engagement delivery, and GIS production identified in the attached scope.
- The proposed fee assumes a normal project pace consistent with the included ATP schedule and the level of engagement outlined in the ATP scope.
- Any material expansion of meeting attendance, technical review effort, or public engagement support beyond the stated assumptions may require a scope and fee adjustment.

Closing

IMEG appreciates the opportunity to support the Town of Monument in this important planning effort. The proposed oversight role is intended to strengthen coordination, improve responsiveness during review cycles, and help ensure the ATP results in a clear, actionable framework for transportation decision-making and future investment for the Town.

Sincerely,



Taylor C. Goertz, PE

IMEG/Town of Monument Engineer

