



**Minutes**  
**Program Management Review (PMR) Committee**  
**Colorado Springs Utilities Board**  
**Rosemont Conference Room/Microsoft Teams**  
**Thursday, May 21, 2024**

**Committee members present via web conference or in the Rosemont Conference Room:**  
Committee Chair Michelle Talarico, Dave Donelson, Randy Helms, and David Leinweber

**Board members present via web conference or in the Rosemont Conference Room:**  
Nancy Henjum

**Staff members present via web conference or in the Rosemont Conference Room:**  
Travas Deal, Mike Francolino, Tristan Gearhart, Jay Anderson, Joe Awad, Pattie Bengler, Kevin Binkley, Andy Colosimo, Jeff Courtright, Jessica Davis, Steve Duling, Marcela Espinoza, Chris LeLeux, Natalie Lovell, Lindsey Martin, Tara McGowan, Jason Miller, Rich Norton, Dave Padgett, Nick Peters, Jessica Ramirez, Jason Rigler, David Ruddy, Gina Smith, Debbie Snyder, Dave Thompson, Shawn Timothy, Natalie Watts, Al Wells and Gail Pecoraro

**City of Colorado Springs staff members present via web conference or in the Rosemont Conference Room:** Renee Congdon, Gregory Anderson, David Beckett, Jennifer Carpenter, Linda Helsley and Rhea Hendrixson

**Citizens present:** None

**1. Call to Order and Review Minutes**

The meeting started at 2:30 p.m. and Chair Michelle Talarico read a statement regarding the Colorado Open Meetings Law and City Charter and stated that public comment would not be a part of the meeting. Ms. Talarico thanked the Board Members and staff that participated in the Tollefson Water Treatment Plant tour earlier in the day.

The minutes from the February 15, 2024, Program Management Review Committee meeting were accepted for posting.

**2. Gas Distribution Integrity Management Program (DIMP) Update**

Mr. Nick Peters, Operations Technical Services General Manager, gave an update on the Gas Distribution Integrity Management Program (DIMP).

There are seven key elements of DIMP, required under the Code of Federal Regulations. These include: 1) Know Your System, 2) Identify Threats, 3) Evaluate and Rank Risk, 4) Identify and Implement Measures to Reduce Risk, 5) Measure Performance, Monitor Results, and Evaluate Effectiveness, 6) Periodic Evaluation and Improvement, and 7) Report Results.

An overview of the 2024 DIMP metrics schedule (including Q1 planned and actual progress) and 2023 DIMP budget was provided.

Currently, there are no areas of concern.

### **3. Enterprise Resource Planning**

Mr. Mike Francolino, Chief Customer and Enterprise Services Officer, introduced Mr. Chris LeLeux, the new General Manager of Information Technology.

Ms. Lindsay Martin, Information Technology/Operational Technology Project Manager, reviewed the Enterprise Resource Plan/Infor Project. This will be implemented in three phases. The first phase is set to go live in July. The new software will replace the existing financial and Human Resources data and functionality, migrating it to the cloud. The existing software was no longer being supported.

Project accomplishments were highlighted. The budget overview was discussed. Next steps were explained, beginning with phase one, which is expected to be completed in mid-September 2024. Phase two kicks off in September 2024 and phase three begins in March 2025.

### **4. 2024 Q1 Project Dashboard Review**

Mr. Steve Duling, Manager of Project Management, highlighted aspects of the dashboard, including energy projects, fiber, gas projects, water service projects for pumping stations, portable water tanks and the Clear Springs Ranch biogas project.

Ms. Gina Smith, Advanced Utilities Manager, gave an update on Advanced Metering Infrastructure (AMI) meter installations and estimated completion dates. Installations are averaging 1,400 per day.

### **5. Supply Chain Outlook**

Mr. Rich Norton, Supply Chain General Manager, reviewed the global factors that are currently impacting the supply chain, including geopolitical tensions.

Lead times on core materials are still a concern. While some lead times have shortened since January 2022, others remain extremely high – phase 3 transformers are at 120 weeks' lead time and gas steel pipe is at 43 to 46 weeks. These delays are impacting our construction timelines.

The supply chain outlook has impacts on our project management budgets, schedules, and mitigation strategies.

### **6. Closing Remarks and Adjournment**

There were no closing remarks. The meeting adjourned at 4:01 p.m. The next meeting is Aug. 20, 2024.