



## PUBLIC WORKS

### AGENDA

#### Citizens Transportation Advisory Board Meeting

May 7, 2024 at 3:30 PM

City Hall (107 N. Nevada)-Pikes Peak Conference Room (2<sup>nd</sup> Floor, Suite 200);  
or MS Teams Online

[Click here to join the meeting online](#)

#### Or call in (audio only)

[+1 720-617-3426,530732846#](tel:+17206173426,530732846#) United States, Denver

Phone Conference ID: 530 732 846#

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#### I. Call to Order/Establish Quorum (roll call)

#### II. Agenda Confirmation

#### III. Citizen Comment

#### IV. Approval of Meeting Summary (by consent)

February 6, 2024 Meeting Summary

#### V. Consent Items

- Transit Report
- PPRTA CAC Monthly Reports
- Airport Advisory Commission Reports

#### VI. New Business

##### A. North Nevada Presentation

Presenter: Peter Frantz

Action: Presentation

Approximate Time: 15-20 minutes

##### B. Colorado Springs Speed Cameras

Presenter: COS Police Department

Action: Presentation

Approximate Time: 15-20 minutes

##### C. Colorado Springs School Traffic Safety Improvements

#### Definitions:

**Presentation** – the act of presenting information with Board discussion/clarification following, no formal decisions are to be made.

**Information** – a short briefing of information with no discussion, but the Board may ask for clarifications on specific issues.

**Recommendation** – the formal action by the Board for recommendation/rejection/other action of a proposal.

**Discussion** – the act of discussing/considering a topic by the Board, but no formal decisions are to be made.

Presenter: Todd Frisbie  
Action: Presentation  
Approximate Time: 15-20 minutes

**VII. Old Business**

None

**VIII. Key City Council Message (if any)**

**IX. Staff and Member Communications**

**X. Future Meeting(s) Topics**

Ordinances for electric motors on shared use paths

**XI. Meeting Adjournment**

**Note-** Anyone requiring an auxiliary aid to participate in the meeting should make the request as soon as possible, but no later than 24 hours before the scheduled event. Please notify Kerry Childress at [kerry.childress@coloradosprings.gov](mailto:kerry.childress@coloradosprings.gov) or (719) 385-5437.

It is highly encouraged that CTAB members attend meetings in person. If a person attending via a Teams meeting would like to speak, we ask that you please use the raise hand feature and wait to be called upon to vocalize your comment so that it can be captured in the audio recording. Thank you.

**Definitions:**

**Presentation** – the act of presenting information with Board discussion/clarification following, no formal decisions are to be made.

**Information** – a short briefing of information with no discussion, but the Board may ask for clarifications on specific issues.

**Recommendation** – the formal action by the Board for recommendation/rejection/other action of a proposal.

**Discussion** – the act of discussing/considering a topic by the Board, but no formal decisions are to be made.

**MEETING SUMMARY**  
**Citizens Transportation Advisory Board Meeting**  
**Pikes Peak Room, City Hall**

**Tuesday, February 6, 2024 at 3:30 PM**

**I. Call to Order/Establish Quorum (roll call)**

Chair Karen Aspelin called the meeting to order at 3:33 pm. Quorum established.

**II. Agenda Confirmation**

Gerald White moved to approve the agenda seconded by Chris Jennings. The motion passed unanimously. Zuri requested a friendly amendment to take the Transit Report off the consent item list and on the informational agenda. Motion passed unanimously.

**III. Citizen Comment**

A citizen (Michael McEntire) asked to advocate for their position regarding regulations for electronic vehicles on trails. He stated that there is confusion that there are now signs that electric vehicles are not allowed on trails and wanted to know what could be done to advocate for the use of electronic vehicles. Mr. Frisbie mentioned the Parks and Rec Ordinance. He mentioned that CTAB could assist with contracting Parks and Rec and suggested joining one of their monthly meetings to bring up the subject. Additionally, he suggested reaching out to Parks and Rec staff to ask about the issue. Mr. Gerald White also suggested reaching out to TOSC for the likelihood of a vote initiative.

**IV. Approval of December 23, 2023 Meeting Summaries:**

Gerald White motioned to approve the December 23, 2023 Meeting Summary and was seconded by Carlos Perez. Motion passed unanimously.

**V. Consent Items Notes**

Jacob Matsen provided information on the Transit Report. He said that ridership is increasing but they are still struggling with their Van Support program. Comparing the last five years, MMT is slightly below pre-pandemic ridership but is inching back towards the same value. MMT has outperformed the national average. The revenue service hours for 2023 are 234,000, which is an increase. A rider survey (which occurs every three years) was performed in May 2023 and only 25% of riders own a vehicle. 51% of riders come from households with less than \$25,000 of income per year. Mr. White mentioned that in the last two snowstorms the Zeb stops were not plowed.

**VI. New Business**

**A. City/CTAB Ethics Policy Review & Recusal of CTAB Members Related to Motions**

Presenter: Rebecca Greenberg

Action: Presentation

Rebecca Greenberg presented the annual City Code of Ethics Training. The purpose of the training is for honesty, integrity and fair dealing of ethical behavior in City business. CTAB is a covered person by the City Code of Ethics. Gifts are prohibited as a bribe or means of improper influence. There are exceptions to the gift policy including under \$75 per year from a vendor or 3<sup>rd</sup> party, plaques and professional awards, conferences (must be speaking or part of vendor agreement); there are 19 total exceptions. The following conflicts of interest are prohibited: disclosing confidential information, knowingly making unauthorized comments and getting personal benefits. When a conflict of interest exists, recusal and disclosure is necessary. Other topics included appearance of impropriety, disclosure and recusal

requirements, complaints (Independent Ethics Commission Jurisdiction and the Human Resources Jurisdiction), and violations. Zuri Horowitz asked that consultants orally and in writing disclose that they work on a specific project (at time of discussion) for the City. Rebecca Greenberg shared that an oral declaration is adequate. Agreement was that the Chair will ask if anyone has any work related to a prior discussed project.

CTAB resolution has an article about conflict of interest. Ms. Aspelin is trying to get determination if this resolution is still valid.

Councilperson Nancy Henjum introduced Ayana Garcia, a new staff member (Council Liaison) for legislative services.

- B. Bike Tax Presentation  
Presenter: Kerry Childress  
Action: Presentation

Kerry Childress presented on the City Bike Tax revenue from 2018-2023 and described the patterns of funds. A Bike Tax increase in 2023 shows higher than previous collections. A conversation ensued about the underlying reasoning behind this bump in sales. Discounts, e-bike incentives, audits, and other various reasonings were discussed. Ms. Childress further explained how the tax revenue is bucketed and spent internally for bike promotional programs. Mr. Frisbie explains how the money can be used for grant matching and opportunities to increase bicycle infrastructure.

Carlos Perez posed questions regarding the spending of Bike Tax for internal staff salaries or if there is opportunity to inflate the tax to adjust modern dollar values. Mr. Frisbie discussed the impact of TABOR as well as the voting mechanisms behind taxation.

#### **VII. Old Business**

None.

#### **VIII. Key City Council Message (if any)**

Councilperson David Leinweber reiterated that the bike tax should probably be updated. Councilperson Henjum would like the MMT presentation to be presented to City Council and would like the positive feedback from customers to be shared. Councilperson Leinweber said he heard a lot of information at Town Hall listening sessions on improving the transit system in the southeast portion of Colorado Springs.

#### **IX. Staff and Member Communications**

- Mr. White called attention to a Pedestrian and Bicycle Information Center webinar series on Micromobility and E Scooter Safety, a two-part study. He thought it would be of interest to members of CTAB since we are addressing these issues in the future. The links are:

E-Scooter and Micromobility Safety, Part I: Research, Tools and Guidance  
[https://unc.zoom.us/webinar/register/WN\\_hxQi9trSSHChjyJe8tHQCA#/registration](https://unc.zoom.us/webinar/register/WN_hxQi9trSSHChjyJe8tHQCA#/registration)  
and

E-Scooter and Micromobility Safety, Part II: Agency Case Studies  
[https://unc.zoom.us/webinar/register/WN\\_RI\\_iwKK1SQi2fVbktNOKiA#/registration](https://unc.zoom.us/webinar/register/WN_RI_iwKK1SQi2fVbktNOKiA#/registration)

- Carlos Perez wanted to inform CTAB Regional Transit Advisory Committee that he was invited by Zach Barr to be involved in the regional transit planning for 2050 as CTAB representation. There will be two meetings to inform the 2050 regional transit plan and Mr. Perez wanted to see if he had agreement that he participates as a CTAB representative. Mr. Matsen explained that the long-range transit plan will be updated by January 2025 working with a consultant. It was agreed that Mr. Perez is a good choice to attend the meetings.
- Mr. Frisbee invited Ms. Hannah Parsons (CDOT Transportation Commissioner for this region) to come and speak and will follow up with her again.

**X. Future Meeting(s) Topics**

- Peter Frantz, North Nevada Presentation
- Front Range Rail Informational Presentation
- CSPD presentation on Safety Cameras
- Ordinance discussion of electric motors on City infrastructure
- CDOT Transportation Commissioner, Ms Hannah Parsons
- Final Rule of PROWAG and Pedestrian Infrastructure

**XI. Meeting Adjournment** at 5:02 pm Ms Aspelin adjourned the meeting.





**DATE:** May 1, 2024

**TO:** City of Colorado Springs Citizen Transportation Advisory Board  
PPRTA Citizen Advisory Committee  
PPRTA Board of Directors

**FROM:** Lan Rao, Transit Division Manager

**SUBJECT:** March 2024 Mountain Metropolitan Transit Update

**I. Ridership Update**

Fixed Route<sup>1</sup>

Mountain Metropolitan Transit (MMT) provided 204,148 fixed-route boardings in March 2024. March 2024 boardings were 0.4% higher than March 2023. March 2024 fixed-route revenue service hours were lower than March 2023 due to two fewer weekdays and two weekdays that had weather-related cancellations/delays. There were no weather-related cancellations or delays in March 2023.

ADA Complementary Paratransit<sup>2</sup>

Metro Mobility provided 9,659 ADA complementary paratransit trips in March 2024. ADA complementary paratransit boardings for March 2024 decreased 6% compared to March 2023. As noted above, March 2024 had two fewer weekdays and two weekdays with weather-related cancellations/delays that contributed to lower boardings.

Vanpool<sup>3</sup>

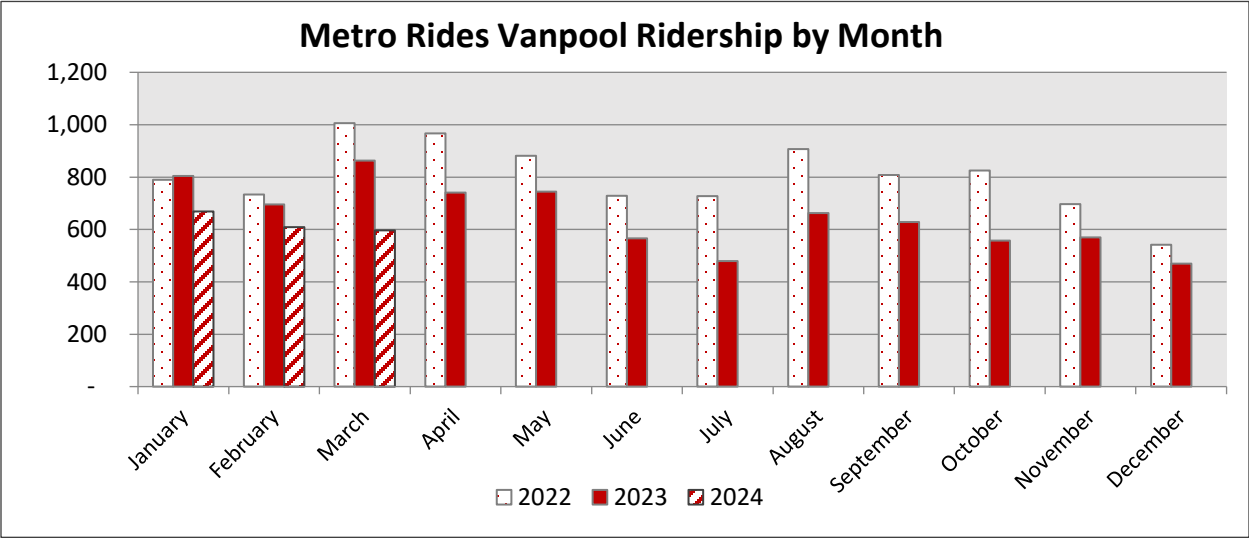
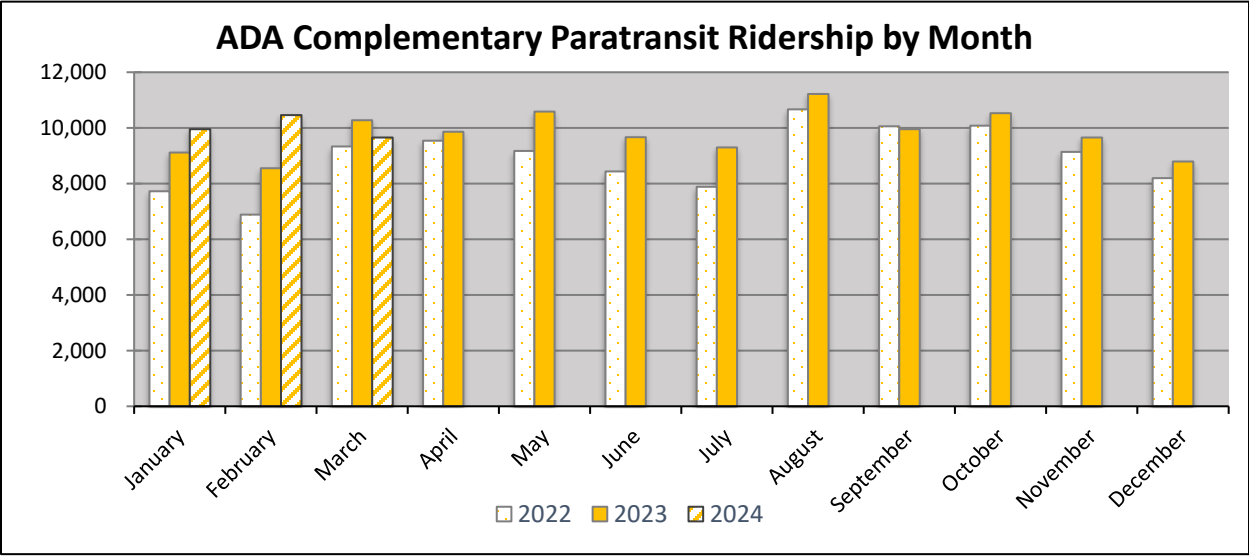
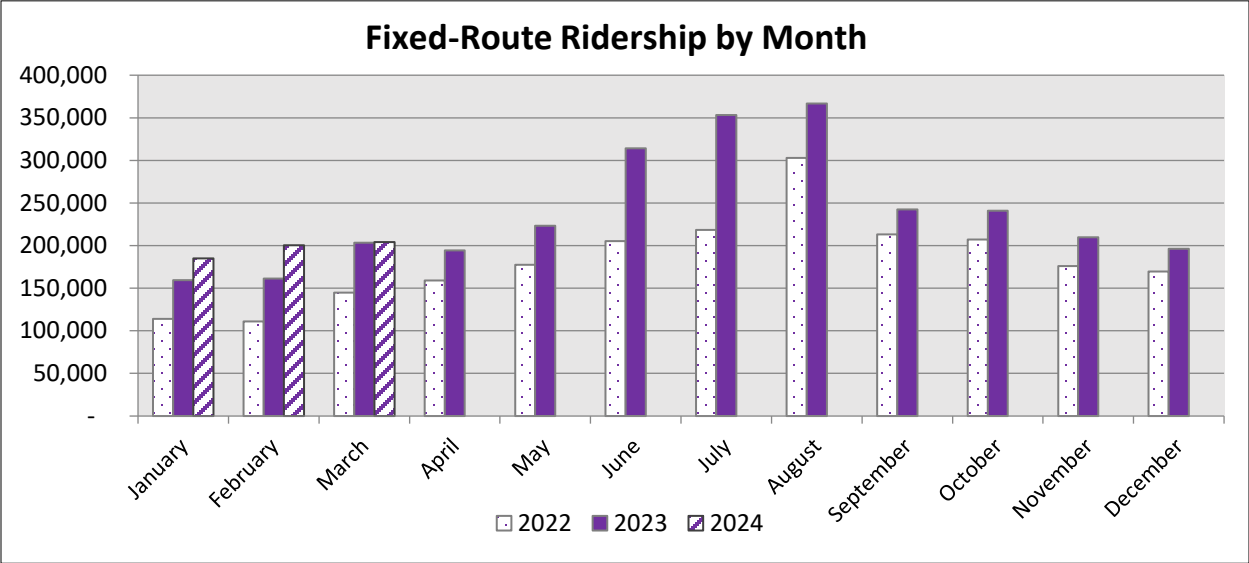
MMT operated five vanpools with 24 participants during March 2024 and provided 597 commuter trips. Vanpool ridership decreased 31% compared to March 2023 when six vans were in operation with 32 participants.

March Monthly Ridership by Mode (2023 vs 2024)							
Mode	March 2023			March 2024			% Change in Boardings
	Boardings	Revenue Service Hours (RSH)	Boardings /RSH	Boardings	Revenue Service Hours (RSH)	Boardings /RSH	
<b>Fixed Route</b>	203,319	21,240	9.6	204,148	20,003	10.2	0.4%
<b>ADA Complementary Paratransit</b>	10,281	5,481	1.9	9,659	5,371	1.8	-6%
<b>Vanpool</b>	863	270	3.2	597	221	2.7	-31%
<b>Total All Modes</b>	214,463	26,991	N/A	214,404	25,595	N/A	-0.03%

<sup>1</sup> Fixed Route refers to Mountain Metropolitan Transit’s scheduled bus routes.

<sup>2</sup> ADA complementary paratransit service, known as Metro Mobility, is a demand response service for individuals who are unable to use fixed-route service due to a disability. Metro Mobility is comparable to fixed-route service in terms of shared rides, days and hours of service, and service area.

<sup>3</sup> Vanpool service is part of MMT’s Metro Rides program, which includes several alternative commuting options. Metro Rides programs are designed to reduce pollution from single-occupant vehicle trips.





## Year-Over-Year Comparisons

The following table compares the January through March fixed route and ADA complementary paratransit boardings, revenue service hours<sup>4</sup>, and boardings per revenue service hour (RSH) from 2020 through 2024.

2020-2024 Comparison of January-March Boardings, RSHs, and Boardings per Revenue Service Hour (RSH) – Fixed Route & ADA Paratransit						
	Fixed Route			ADA Complementary Paratransit		
Year	Boardings	RSH	Boardings / RSH	Boardings	RSH	Boardings / RSH
2020 <sup>5</sup>	680,069	47,777	14.2	33,137	16,463	2.0
2021	384,395	45,282	8.5	18,937	11,799	1.6
2022	369,732	37,354	9.9	23,940	12,546	1.9
2023	524,235	54,624	9.6	27,952	15,001	1.9
2024	589,512	60,418	9.8	30,074	16,720	1.8

January through March fixed-route boardings increased in 2023 and 2024 after decreasing in 2021 and 2022 from the impacts of the COVID-19 pandemic and resulting bus operator shortage. January through March revenue service hours also increased in 2023 and 2024 as MMT had enough bus operators to provide nearly all scheduled fixed-route service. January through March 2024 fixed-route boardings per revenue service hour were 2% higher than January through March 2023.

ADA complementary paratransit boardings and revenue service hours have risen since 2022. However, January through March 2024 ADA boardings per revenue service hour were 5% lower than in 2023. Boardings per revenue service hour are a function of the efficiency of scheduling trips. The more passengers can share rides, the more efficient the trips and the higher the boardings per revenue service hour. The times and locations riders are traveling to and from can make it challenging to group riders efficiently while still providing reasonably comparable trip times to fixed-route service.

The average trip time for ADA trips was higher each month for January through March in 2024 than in 2023. This may be due in part to extensive construction work throughout town and likely contributed to the lower boardings per revenue service hour. A drop in ADA companion trips in March 2024 as compared to March 2023 may also have contributed to the overall lower hourly boardings, as well.

## **II. Transit Highlights**

### **1. ZEB-Branded Small Buses**

The ZEB, MMT's free downtown shuttle, has been impacted by a lack of available large buses and has used small buses to provide service. These small buses were less recognizable as they did not have the distinctive ZEB branding passengers have grown accustomed to. Over the past several months, MMT has worked to get four small buses repainted and decaled with ZEB branding. The rebranding is now complete and the vehicles are in service. MMT is confident the ZEB-specific design will ensure passengers recognize these are ZEB buses.

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<sup>4</sup> Revenue service hour (RSH) refers to the time during which passengers can board and ride a transit vehicle.

<sup>5</sup> The COVID-19 pandemic did not begin to have a noticeable impact on ridership until mid-March 2020.



Figure 1: ZEB-branded Small Bus

## 2. Fixed Route Mini Buses

Like the ZEB, MMT's other fixed routes have been impacted by vehicle availability. To minimize interruptions to service, small buses formerly used in ADA complementary paratransit service have been placed into fixed-route service on lower ridership routes. To ensure these small buses are recognizable as fixed-route buses, MMT is rebranding a portion of its small bus fleet as "Mini" fixed-route buses. These Minis will go into service over the next several months.



Figure 2: Fixed-route Mini Bus

## 3. National Transit Database Reporting

As a recipient of federal funding, MMT is required to report to the FTA's National Transit Database (NTD). Since its inception in 1978, the NTD has become the primary source of standardized operating, financial, and asset data for public transit systems. NTD data is used to apportion funding to urbanized and rural areas.

Each month, MMT reports data on several key metrics including vehicle revenue miles and hours, total passenger trips, and safety and security events. Annually, MMT provides additional information on passenger miles traveled, operating expenses, and vehicle and facility inventories and ratings. A variety of MMT staff work together to complete MMT's annual report which must be reviewed by an independent auditor prior to submission. On April 19<sup>th</sup>, the auditor issued a final report stating MMT's 2023 annual report "had no errors or exceptions." MMT will submit the report to the FTA ahead of the April 30<sup>th</sup> deadline.



Colorado Springs El Paso County Manitou Springs Green Mountain Falls Ramah Calhan

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**PPRTA Board Meeting Minutes**  
**Wednesday, January 10th, 2023 – 1:30 p.m.**  
**Pikes Peak Area Council of Governments – Zoom Virtual Meeting**

**1. Call to Order/Establish a Quorum**

Director Randy Helms called the meeting to order at 1:30 p.m. A roll call was performed, and a quorum was established.

**2. Approval of the Agenda**

Director Todd Dixon moved to approve the agenda with the addition of Item 8C to discuss a time sensitive PPRTA 3 Capital Project where the City of Colorado Springs wishes to acquire the railroad right-of-way for the North Nevada projects now with its non-PPRTA Funds and be reimbursed via an IGA in 2025 from its PPRTA-3 Capital Funds, seconded by Director John Graham. The motion carried unanimously.

**3. Appointment/Reappointment of Board members and Selection of Officers**

Board Attorney, Jennifer Ivey, announced that all Board Directors were reappointed by their respective governing bodies with such notices having been received in writing.

Director Longinos Gonzalez moved to nominate Director Holly Williams for Chair of the PPRTA Board, seconded by Director Carrie Geitner. The motion passed unanimously.

Director Randy Helms moved to nominate Director Dave Donelson for Vice Chair of the PPRTA Board, seconded by Director John Graham. The motion passed unanimously.

Director Carrie Geitner nominated Rick Sonnenburg for Board Secretary for the PPRTA Board, seconded by Director Randy Helms. The motion carried unanimously.

Director Randy Helms handed the gavel to Director Holly Williams and she assumed the Chair seat of the Board.

**4. Public Comment Period for Items Not on the Agenda**

There were none.

**5. Approval of the Minutes from the December 13<sup>th</sup>, 2023 Meeting**

Director Todd Dixon moved to approve the minutes from the December 13, 2023 Board meeting as presented, seconded by Director John Graham. The motion carried unanimously.

**6. Citizen Advisory Committee Monthly Report**

A. Monthly Report.

CAC Chair, Jim Godfrey, presented the report from the December 3<sup>rd</sup> meeting.

B. Annual Report of CAC Activities

CAC Chair, Jim Godfrey, presented the Annual Report of ACAC Activities.

Director Yolanda Avila moved to accept both reports as presented, seconded by Director Roland Gardine. The motion carried unanimously.

## 7. Monthly Financial Reports

Ms. Lisa Corey, Pikes Peak RTA Finance Manager, explained that the complete packet was not yet ready but was able to share the rough numbers for the sales and use tax for November 2023. For November, the sales and use tax were over budget by \$750,000.00.

## 8. 2024 Capital, Maintenance and Public Transportation Contracts

### A. City of Colorado Springs

Ms. Gayle Sturdivant, City of Colorado Springs, requested a positive recommendation for the following contracts:

1. T-P Enterprises, PPRTA On Call Capital Landscape Maintenance, Maintenance: \$401,939,76
2. Aurigo Software Technologies, Project and Construction Management Software, Various: \$66,250.00
3. C&D Electric and Sturgeon Electric, On-call Traffic Signal Installations & Major Repairs, On Call Traffic Services, Maintenance & Capital: \$2,000,000 each
4. WESCO, Supply Traffic Signal Pull Boxes and Cabinet Bases, Material Supply, Maintenance & Capital: \$300,000.00
5. WESCO and TW Cable, Supply Traffic Signal Wire & Cables, Material Supply, Maintenance & Capital: \$250,000 each
6. Lucky Dog, On Call Concrete for Cascade Ave: Uintah St to Platte Ave, On Call Concrete Services, Maintenance: \$212,532.06
7. J Torres Construction, Full Tilt Construction, Finsterwald Irrigation & Landscape, AA Construction, Blue Ridge Construction, CMS of Colorado Springs, Even Preisser, Pre-Overlay Concrete 2C & PPRTA Funded, On Call Concrete Services, Maintenance: \$0.00
8. Chief Petroleum, Senergy Petroleum, Offen Petroleum, Bulk Fueling Services, Maintenance, Capital, & Transit: \$0.00

Director John Graham moved to approve the contracts as presented, seconded by Director Randy Helms. The motion carried unanimously.

### B. City of Manitou Springs

Director Dave Donelson moved to table the item in favor of making the topic of EV Chargers an official item on the next meeting's agenda per Attorney Jennifer Ivey's recommendation with input from PPRTA staff and the CAC, seconded by Director Todd Dixon. The motion carried unanimously.

### C. City of Colorado Springs PPRTA III Acquisition

Ms. Gayle Sturdivant, City of Colorado Springs, requested a positive recommendation to add an Agenda Item for the next Board meeting to address an IGA Draft for a 2.6 million dollar right-of-way acquisition now with the City's non-PPRTA funds and for the City to be reimbursed via an IGA in 2025 from the City's PPRTA-3 Capital funds.

Mr. Joshua Palmer, P.E. County Engineer, requests a positive recommendation to prioritize improvements for the Baptist/Hodgen/Roller Coaster, intersection project that is currently on the PPRTA-3 A list and B list projects with the goal to fund those projects now with the County's non-PPRTA funds with reimbursement via an IGA from the County's PPRTA-3 Capital funds. There was unanimous consensus by the Board members to direct PPRTA Attorney, Jennifer Ivey to prepare these two IGA's for the February CAC and Board meetings.

**9. Member Governments and Other Reports**

A. City of Colorado Springs Transit Services Monthly Update

This was an information item provided by Ms. Lan Rao

B. City of Colorado Springs Monthly Change Order & Property Acquisition Report.

This was an information item provided by Ms. Gayle Sturdivant

C. El Paso County Monthly Change Order and Property Acquisition Report.

This was an information item provided by Mr. Josh Palmer.

D. Maintenance of Effort Reports

This was an information item provided by Mr. Rick Sonnenburg

**10. Administrative Actions and Reports**

A. Designation of Posting Places for Meeting Notices

Director Carrie Geitner moved to approve the two posting locations, the outside bulletin board of PPACG as well as on the PPRTA website, seconded by Randy Helms. The motion carried unanimously.

B. Legislative Report from Mr. Dan Jablan

This was an information item.

C. Staff Field Report

This was an information item presented by Mr. Rick Sonnenburg

**11. PPRTA Member Announcements**

There were none.

**12. Adjournment**

Board Chair Holly Williams motioned to adjourn the meeting at 2:49 pm.

Attendees		
Present	Name	Agency/Affiliation
X	Director Holly Williams	El Paso County
X	Director Longinos Gonzalez	El Paso County
X	Director Carrie Geitner	El Paso County
	Director Stan VanderWerf	El Paso County (Alternate)
	Director Cami Bremer	El Paso County (Alternate)
X	Director John Graham	City of Manitou Springs
	Director Nancy Fortuin	City of Manitou Springs (Alternate)
X	Director Randy Helms	City of Colorado Springs
X	Director Yolanda Avila	City of Colorado Springs
X	Director Dave Donelson	City of Colorado Springs
	Director Mike O'Malley	City of Colorado Springs (Alternate)
	Director Nancy Henjum	City of Colorado Springs (Alternate)
	Director Brian Risley	City of Colorado Springs (Alternate)
	Director Michelle Talarico	City of Colorado Springs (Alternate)

<b>Attendees</b>		
<b>Present</b>	<b>Name</b>	<b>Agency/Affiliation</b>
	Director David Leinweber	City of Colorado Springs (Alternate)
	Director Lynette Crow-Iverson	City of Colorado Springs (Alternate)
X	Director Todd Dixon	Town of Green Mountain Falls
	Director Katharine Guthrie	Town of Green Mountain Falls (Alternate)
X	Director Paul Belt	Town of Ramah
	Director William Schaal	Town of Ramah (Alternate)
X	Director Roland Gardine	Town of Calhan
	Director Byron Wall	Town of Calhan (Alternate)
X	Mr. Rick Sonnenburg	PPRTA Program/Contracts Manager
X	Ms. Lisa Corey	PPRTA Financial Manager
X	Mr. Dan Jablan	PPRTA Legislative Lobbyist
X	Ms. Jennifer Ivey	PPRTA General Counsel
X	Mr. Andrew Gunning	PPACG Executive Director
X	Staff of Member Governments and Citizens	



Colorado Springs El Paso County Manitou Springs Green Mountain Falls Ramah Calhan

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**PPRTA Board Meeting Minutes**  
**Wednesday, February 14th, 2024 - 1:30 p.m.**  
**Pikes Peak Area Council of Governments - Zoom Virtual Meeting**

**1. Call to Order/Establish a Quorum**

Director Holly Williams called the meeting to order at 1:32 p.m. A roll call was performed, and a quorum was established.

**2. Approval of the Agenda**

Director Longinos Gonzales moved to approve the agenda as presented, seconded by Director Todd Dixon. The motion carried unanimously.  
 seat of the Board.

**3. Public Comment Period for Items Not on the Agenda**

There was a brief pause for a formal photo to be taken. Meeting resumed at 1:35.

**4. Approval of the Minutes**

**A. Minutes from the January 10<sup>th</sup> Meeting**

Director John Graham moved to approve the minutes from the January 10, 2024 Board meeting as presented, seconded by Director Todd Dixon. The motion carried unanimously.

**B. Minutes from the January 29<sup>th</sup> Special Subcommittee Meeting**

Director Dave Donelson moved to approve the minutes from the January 29, 2024 meeting as presented, seconded by Todd Dixon. The motion carried unanimously.

**5. Citizen Advisory Committee Monthly Report**

**A. Certificate of Appreciation for CAC Member Ann Nichols**

PPRTA CAC member Ann Nichols was honored with a certificate of appreciation and ceremonial hardhat presented by the PPRTA Board of Directors.

Director John Graham moved to approve the presentation to Ann Nichols, seconded by Dave Donelson. The motion carried unanimously.

**B. Monthly Report**

CAC Chair, Jim Godfrey, presented the report from the February 7<sup>th</sup> meeting.

Director Randy Helms moved to accept the report as presented, seconded by Director Roland Gardine. The motion carried unanimously.

**6. Monthly Financial Reports**

Ms. Lisa Corey, Pikes Peak RTA Finance Manager, reported that the December 2023 receipts were \$13,882,895 or \$233,052 above budget. December 2023 was less than December 2022 by \$331,693. The 2023 year was closed out just under 2 million less than the 2022 with the actual receipts totaling \$54,289,544, which was \$4,289,544 over the annual sales tax revenue budget.

Director John Graham moved to accept the financial report as presented, seconded by Todd Dixon. The motion carried unanimously.

## 7. 2024 Capital, Maintenance and Public Transportation Contracts

### A. City of Colorado Springs

Ms. Gayle Sturdivant, City of Colorado Springs, requested a positive recommendation for the following contracts:

1. Alfred Benesch & Co, 8th Street Bridge over Fountain Creek, Engineering Services, Maintenance: \$270,015.00.
2. TLM Constructors, Fillmore Street Bridge over Monument Creek, Essential bridge maintenance and report, Maintenance: \$1,236,606.00.
3. TLM Constructors, Fillmore Street Bridge over UPRR, Essential bridge maintenance and report, Maintenance: \$1,151,821.20.
4. Even Preisser, Sidewalk Infill Program, On-call concrete services, Capital: \$1,000,000.00.
5. Lucky Dog Construction, Utility Maintenance and Inspection, DRC Construction, Pipe View America, CCTV & Pipe Support, Pre-Overlay pipe inspection services, Maintenance: \$0.00.
6. Eagles View Concrete, On-Call & ADA Concrete, On-call concrete services, Maintenance: \$725,000.00.
7. HCD, On-Call & ADA Concrete, On-call concrete services, Maintenance: \$490,000.00
8. Lucky Dog Contracting, On-Call & ADA Concrete, On-call concrete services, Maintenance: \$700,000.00.
9. Trax Construction, On-Call & ADA Concrete, On-call concrete services, Maintenance: \$650,000.00.
10. Concrete Experts, On-Call & ADA Concrete, On-call concrete services, Maintenance: \$500,000.00.
11. ICS-Colorado, On-Call & ADA Concrete, On-call concrete services, Maintenance: \$540,342.34.
12. SEMA Construction, Templeton Gap Trail Bridge Concrete Deck Replacement, Capital: \$329,039.50.
13. Gillig LLC, Fixed-Route Bus System Vehicle Replacement, Purchase three 35' hybrid buses, Capital: \$1,101,869.00 PPRTA, \$1,652,803.00 Grant.

Director Todd Dixon moved to approve the contracts as presented, seconded by Director Dave Donelson. The motion carried with 1 nay vote.

### B. El Paso County

Mr. Josh Palmer, El Paso County engineer, requests a positive recommendation for the following contracts:

1. Schmidt Construction Company, 2024 Cover Coat Aggregate (Chips), Purchase Order for Materials, Maintenance: \$500,000.00.
2. Martin Marietta Materials, Pioneer Landscape Centers, Schmidt Construction Company, Tezak Heavy Equipment Company, and Green Dream International, 2024 Aggregate Maintenance Materials Purchase Order for Aggregates, Purchase Order for Materials, Maintenance: \$80,000.00.
3. Maxwell Products, Inc., 2024 Crack Seal Material, Purchase Order for Materials, Maintenance: \$60,000.00.
4. Suncor, 2024 Emulsified Asphalt (Chip Seal Oil), Purchase Order for Materials, Maintenance: \$1,000,000.00.
5. Schmidt Construction, 2024 Asphalt Paving Materials, Purchase Order for Materials, Maintenance: \$200,000.00.
6. Martin Marietta, 2024 Asphalt Overlay, Annual asphalt overlay, milling, full depth reclamation



projects, Maintenance: \$5,000,000.

7. A-1 Chipseal Company, 2024 Pavement Preservation, Annual slurry seal, cape seal, micro-surfacing, crack seal operations, Maintenance: \$5,000,000.

Mr. John Graham moved to recommend approval of the contracts as presented, seconded by Mr. Longinos Gonzalez. The motion carried unanimously.

## 8. Member Governments and Other Reports

A. City of Colorado Springs Transit Services Monthly Update

This was an information item provided by Ms. Lan Rao

B. City of Colorado Springs IGA with the PPRTA Regarding Advancement and Funding of PPRTA-3 Projects

Director Randy Helms moved to approve the IGA for the advancement and funding of PPRTA-3 Projects, seconded by John Graham. The motion carried unanimously.

C. El Paso County IGA with the PPRTA Regarding Advancement and Funding of PPRTA-3 Projects

Director John Graham moved to approve the IGA for the advancement and funding of PPRTA-3 Projects, seconded by Roland Gardine. The motion carried unanimously.

D. City of Colorado Springs Letter of Support for Bridge Investment Program Grant Application

Director Todd Dixon moved approve the Grant Application support letter as presented, seconded by John Graham. The motion carried with 1 nay vote.

E. Maintenance of Effort Reports

Director Dave Donelson moved to accept the Maintenance of Effort Reports as presented, seconded by John Graham. The motion carried unanimously.

F. City of Colorado Springs Monthly Change Order & Property Acquisition Report

This was an information item provided by Ms. Gayle Sturdivant

G. El Paso County Monthly Change Order & Property Acquisition Report

This was an information item provided by Mr. Josh Palmer

## 9. Administrative Actions and Reports

A. Legislative Report from Mr. Dan Jablan

Mr. Dan Jablan presented the legislative report. There was a discussion about what items would need the immediate attention and action of the Board should a bill of concern come up ahead of the next PPRTA Board meeting. The Board voted to authorize Director Holly Williams as well as Vice-Chair Dave Donelson to approve lobbyist Dan Jablan to take action on behalf of the Board for items that would directly affect the potential revenue of the PPRTA.

Director Longinos Gonzalez moved to approve, seconded by Director Todd Dixon. The motion carried unanimously.

B. Appointment of Citizen Advisory Committee Members

After reviewing the candidates the PPRTA Board's Subcommittee recommends the appointment of Mr. Tony Gioia for the At Large regular position along with Mr. Rick Hoover for the At Large alternate position.

Director Randy Helms moved to approve the appointments, seconded by Director Todd Dixon. The motion carried unanimously.

C. Draft Board Policy Re: EV Chargers

This item was postponed to the PPRTA Board and PPRTA CAC special meeting, which followed the conclusion of the regular board meeting.

**10. Agenda Topics for the Next Meeting**

Further conversation was recommended in regards to legislative parameters to be followed by the Chair and Vice Chair for authorizing action for lobbyist Dan Jablan.

**11. Communications**

There were none.

**12. Adjournment**

Board Chair Holly Williams motioned to adjourn the meeting at 2:40 pm.

Attendees		
Present	Name	Agency/Affiliation
X	Director Holly Williams	El Paso County
X	Director Longinos Gonzalez	El Paso County
X	Director Carrie Geitner	El Paso County
	Director Stan VanderWerf	El Paso County (Alternate)
	Director Cami Bremer	El Paso County (Alternate)
X	Director John Graham	City of Manitou Springs
	Director Nancy Fortuin	City of Manitou Springs (Alternate)
X	Director Randy Helms	City of Colorado Springs
X	Director Yolanda Avila	City of Colorado Springs
X	Director Dave Donelson	City of Colorado Springs
	Director Mike O'Malley	City of Colorado Springs (Alternate)
	Director Nancy Henjum	City of Colorado Springs (Alternate)
	Director Brian Risley	City of Colorado Springs (Alternate)
	Director Michelle Talarico	City of Colorado Springs (Alternate)
	Director David Leinweber	City of Colorado Springs (Alternate)
	Director Lynette Crow-Iverson	City of Colorado Springs (Alternate)
X	Director Todd Dixon	Town of Green Mountain Falls
	Director Katharine Guthrie	Town of Green Mountain Falls (Alternate)
X	Director Paul Belt	Town of Ramah
	Director William Schaal	Town of Ramah (Alternate)
X	Director Roland Gardine	Town of Calhan
	Director Byron Wall	Town of Calhan (Alternate)
X	Mr. Rick Sonnenburg	PPRTA Program/Contracts Manager
X	Ms. Lisa Corey	PPRTA Financial Manager
X	Mr. Dan Jablan	PPRTA Legislative Lobbyist
X	Ms. Jennifer Ivey	PPRTA General Counsel
X	Mr. Andrew Gunning	PPACG Executive Director
X	Staff of Member Governments and Citizens	



Colorado Springs El Paso County Manitou Springs Green Mountain Falls Ramah Calhan

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**PPRTA BOARD OF DIRECTORS AND PPRTA CAC**  
**Special Meeting**  
**Wednesday February 14th, 2024 – 2:30 p.m.**  
**Pikes Peak Area Council of Governments**

**1. Call to Order/Establish a Quorum**

Board Chair Holly Williams called the meeting to order at 2:40 p.m. A roll call was performed, and a quorum was established.

**2. Approval of the Agenda**

**3. Public Comment Period for Items Not on the Agenda**

There were none.

**4. Discussion of Possible PPRTA Funding of EV Chargers**

After discussion, the general consensus was that the PPRTA would not fund the installation of EV Charges at this time with the caveat that a future conversation can be had should their installation be in connection with an approved PPRTA project. Further policy will be discussed when there is a need as determined by the Board.

Mr. John Graham moved to table the item, seconded by Mr. Todd Dixon. The motion failed with a vote of 2.25 in favor and 6.75 against.

Director Carrie Geitner proposed a new motion against adopting a policy regarding the funding of EV Chargers at this time, seconded by Mr. Roland Gardine. The motion carried with a vote 7.5 in favor and 1.5 against.

**5. Other Topics**

None.

**6. Adjournment**

Board Chair Holly Williams motioned to adjourn the meeting at 3:50 pm.

<b>Attendees</b>		
<b>Present</b>	<b>Name</b>	<b>Agency/Affiliation</b>
<b>PPRTA Board Member Attendees</b>		
X	Director Holly Williams	El Paso County
X	Director Longinos Gonzalez	El Paso County
X	Director Carrie Geitner	El Paso County
	Director Stan VanderWerf	El Paso County (Alternate)
	Director Cami Bremer	El Paso County (Alternate)
X	Director John Graham	City of Manitou Springs
	Director Nancy Fortuin	City of Manitou Springs (Alternate)
X	Director Randy Helms	City of Colorado Springs
X	Director Yolanda Avila	City of Colorado Springs
X	Director Dave Donelson	City of Colorado Springs
	Director Mike O'Malley	City of Colorado Springs (Alternate)
	Director Nancy Henjum	City of Colorado Springs (Alternate)
	Director Brian Risley	City of Colorado Springs (Alternate)
	Director Michelle Talarico	City of Colorado Springs (Alternate)
	Director David Leinweber	City of Colorado Springs (Alternate)
	Director Lynette Crow-Iverson	City of Colorado Springs (Alternate)
X	Director Todd Dixon	Town of Green Mountain Falls
	Director Katharine Guthrie	Town of Green Mountain Falls (Alternate)
X	Director Paul Belt	Town of Ramah
	Director William Schaal	Town of Ramah (Alternate)
X	Director Roland Gardine	Town of Calhan
	Director Byron Wall	Town of Calhan (Alternate)
X	Mr. Rick Sonnenburg	PPRTA Program/Contracts Manager
X	Ms. Lisa Corey	PPRTA Financial Manager
X	Mr. Dan Jablan	PPRTA Legislative Lobbyist
X	Ms. Jennifer Ivey	PPRTA General Counsel
X	Mr. Andrew Gunning	PPACG Executive Director
X	Staff of Member Governments and Citizens	
<b>PPRTA CAC Member Attendees</b>		
	Ms. Karen Aspelin	Colorado Springs CTAB
X	Mr. Craig Gooding	Town of Green Mountain Falls
X	Ms. Cindy Tompkins	Town of Ramah
X	Mr. Bruce Coulson	Town of Calhan
X	Mr. Alan Delwiche	City of Manitou Springs
X	Ms. Barb Winter	City of Manitou Springs
X	Mr. Fadil Lee	Citizen-At-Large Alternate
X	Ms. Brandy Williams	Citizen-At-Large
	Mr. Richard Zamora	Citizen-At-Large Alternate
X	Mr. Russell McPadden	Citizen-At-Large Alternate
X	Mr. Jim Godfrey, Chair	Citizen-At-Large
X	Mr. Rick Hoover	Citizen-At-Large Alternate
X	Ms. Emily Magnuson	Citizen-At-Large
X	Mr. Carlos Perez	Citizen-At-Large
X	Mr. Ed Dills, 2nd Vice-Chair	Citizen-At-Large
X	Ms. Ann Esch	Citizen-At-Large
X	Mr. Lawrence Tobias, 1st Vice-Chair	El Paso County
X	Mr. Dave Zelenok	El Paso County
X	Ms. Kathy Hisey	El Paso County



Colorado Springs El Paso County Manitou Springs Green Mountain Falls Ramah Calhan

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**PPRTA Board Meeting Minutes**  
**Wednesday, March 13th, 2024 – 1:30 p.m.**  
**Pikes Peak Area Council of Governments – Zoom Virtual Meeting**

**1. Call to Order/Establish a Quorum**

Director Holly Williams called the meeting to order at 1:36 p.m. A roll call was performed, and a quorum was established.

**2. Approval of the Agenda**

Director Yolanda Avila moved to approve the agenda as presented, seconded by Director John Graham. The motion carried unanimously.

**3. Public Comment Period for Items Not on the Agenda**

There were none.

**4. Approval of the Minutes**

**A. Minutes from the February 14<sup>th</sup>, Meeting**

Director Yolanda Avila moved to approve the minutes from the February 14, 2024 Board meeting as presented, seconded by Director Todd Dixon. The motion carried unanimously.

**B. Minutes from the February 14<sup>th</sup>, Special Joint Board/CAC Meeting**

Director Yolanda Avila moved to approve the minutes from the February 14, 2024 meeting as presented, seconded by Todd Dixon. The motion carried unanimously.

**5. Citizen Advisory Committee Monthly Report Monthly Report**

CAC Chair, Jim Godfrey, presented the report from the March 6<sup>th</sup> meeting.

Director John Graham moved to accept the report as presented, seconded by Director Todd Dixon. The motion carried unanimously.

**6. Monthly Financial Reports**

Ms. Lisa Corey, Pikes Peak RTA Finance Manager, reported that the January 2024 receipts were \$11,182,170 which was above the monthly budget by \$538,749 or 5.1%. January of 2024 was less than January of 2023 by \$234,380.

Director John Graham moved to accept the financial report as presented, seconded by Todd Dixon. The motion carried unanimously.

**7. City of Fountain's Consideration of Joining PPRTA**

This was an information item presented by Rick Sonnenburg. The RTA Board heard from Mr. Gordan Rick, Mayor Pro Tem for City of Fountain, who reiterated Fountain's intentions to join the PPRTA.

**8. 2024 Capital, Maintenance and Public Transportation Contracts**

A. City of Colorado Springs

Mr. Ryan Phipps, City of Colorado Springs, requested a positive recommendation for the following contracts:

1. TBD, Tutt Blvd Extension, Construction Services, Capital: \$1,682,972.10.
2. Seal Coat Solutions, Crack Seal Program, Preventative Pavement Maintenance Services, Maintenance: \$1,200,000.00.
3. Lucky Dog Contracting and Olgoonik Enterprises, On Call Concrete-Transit, On-Call Concrete Services, Capital: \$250,000.00 each.
4. Wanco, All Traffic Solutions, Road Side Supplies, Safety & Construction Supply, Variable Message Boards, Equipment, Maintenance: \$0.00.

Director John Graham moved to approve the contracts as presented, seconded by Director Yolanda Avila. The motion carried unanimously.

B. City of Colorado Springs Capital Line-Item Transfer

Mr. Ryan Phipps, City of Colorado Springs, requests a positive recommendation for the following Line-Item Transfer:

\$10,000,000.00 from UPRR Mainline Over Fontanero Bridge Replacement to Roadway Safety and Traffic Operations.

Director Randy Helms moved to recommend approval of the Line-Item Transfer as presented, seconded by Director Roland Gardine. The motion carried unanimously.

C. El Paso County

Mr. Josh Palmer, El Paso County engineer, requests a positive recommendation for the following contracts:

1. BNSF Railway Company, Security/Widefield & Fontaine Intersection, Railway Grade Crossing Signal Installation Agreement. Capital: \$187,977.00.
2. Interstate 25 Properties LTD, Beacon Lite Road, Roadway Improvements (Property Acquisition), Capital: \$340,000.00.

Director Holly Williams moved to recommend approval of the contracts as presented, seconded by Director Randy Helms. The motion carried unanimously.

**9. Member Governments and Other Reports**

A. City of Colorado Springs Transit Services Monthly Update

This was an information item provided by Ms. Lan Rao

B. City of Colorado Springs Monthly Change Order & Property Acquisition Report

This was an information item provided by Ms. Gayle Sturdivant

C. City of Colorado Springs: Powers-North Reimbursement Update

This was an information item provided by Ms. Gayle Sturdivant

D. El Paso County Monthly Change Order & Property Acquisition Report

This was an information item provided by Mr. Josh Palmer

E. Quarterly Reports from Member Government

This was an information item provided Rick Sonnenburg

**10. Administrative Actions and Reports**

**A. Legislative Report**

The Board came to a consensus that in the event an urgent state legislative item comes up that requires immediate action, Chair Holly Williams as well as Vice-Chair Dave Donelson are authorized to take action on behalf of the Board ahead of the scheduled meeting.

Director Carrie Geitner moved to approve, seconded by Director Todd Dixon. The motion carried unanimously.

The Board discussed the CEO of CASTA’s intention to place into a bill to revise the RTA statute the removal of the 2% maximum for the lodging tax revenue option in the statute. The result of the discussion was that the RTA is not inclined to support at this time.

**B. PPRTA Annual Report to the Citizens**

Director Todd Dixon moved to approve the Annual Report as presented, seconded by Director Randy Helms. The motion carried unanimously.

**C. Request from Roaring Fork Transportation Authority for Support for its Appeal of a Department of Revenue Sales/Use Tax Denial of Exemption for Materials Used for Employee Housing Facility.**

After discussion, the PPRTA Board concluded that the Board will not be supporting Roaring Fork Transportation Authority’s request at this time.

Director Randy Helms moved to approve the Board’s official position on the topic, seconded by Director Longinos Gonzalez. The motion carried unanimously.

**11. Agenda Topics for the Next Meeting**

**12. Communications**

There were none.

**13. Adjournment**

Board Chair Holly Williams motioned to adjourn the meeting at 2:55 pm.

Attendees		
Present	Name	Agency/Affiliation
X	Director Holly Williams	El Paso County
X	Director Longinos Gonzalez	El Paso County
X(Joined 1:39)	Director Carrie Geitner	El Paso County
	Director Stan VanderWerf	El Paso County (Alternate)
	Director Cami Bremer	El Paso County (Alternate)
X	Director John Graham	City of Manitou Springs
	Director Nancy Fortuin	City of Manitou Springs (Alternate)
X	Director Randy Helms	City of Colorado Springs
X	Director Yolanda Avila	City of Colorado Springs
X	Director Dave Donelson	City of Colorado Springs
	Director Mike O’Malley	City of Colorado Springs (Alternate)
	Director Nancy Henjum	City of Colorado Springs (Alternate)
	Director Brian Risley	City of Colorado Springs (Alternate)

<b>Attendees</b>		
<b>Present</b>	<b>Name</b>	<b>Agency/Affiliation</b>
	Director Michelle Talarico	City of Colorado Springs (Alternate)
	Director David Leinweber	City of Colorado Springs (Alternate)
	Director Lynette Crow-Iverson	City of Colorado Springs (Alternate)
X	Director Todd Dixon	Town of Green Mountain Falls
	Director Katharine Guthrie	Town of Green Mountain Falls (Alternate)
X	Director Paul Belt	Town of Ramah
	Director William Schaal	Town of Ramah (Alternate)
X	Director Roland Gardine	Town of Calhan
	Director Byron Wall	Town of Calhan (Alternate)
X	Mr. Rick Sonnenburg	PPRTA Program/Contracts Manager
X	Ms. Lisa Corey	PPRTA Financial Manager
	Mr. Dan Jablan	PPRTA Legislative Lobbyist
X	Ms. Jennifer Ivey	PPRTA General Counsel
X	Mr. Andrew Gunning	PPACG Executive Director
X	Staff of Member Governments and Citizens	





**COLORADO SPRINGS  
AIRPORT**

Colorado's small airport

**MINUTES  
Airport Advisory Commission  
Wednesday, January 24, 2024  
3:00 PM – 5:00 PM  
Colorado Springs Airport Conference Room B  
(Public Via Teleconference)  
Teams Meeting**

**VOTING**

**COMMISSIONERS PRESENT:**

John Buckley – Chairman  
Michelle Ruehl – Vice Chairman (via TEAMS)  
Danny Mientka – Commissioner  
Al Peterson – Commissioner  
George Mentz – Commissioner (via TEAMS)  
Mark Volcheff – Commissioner  
John Eastman – Commissioner

**VOTING**

**COMMISSIONERS ABSENT:**

**NON-VOTING**

**MEMBERS PRESENT:**

Dan Roehrs – Alternate Commissioner  
Randy Helms – City Council Representative

**NON-VOTING**

**MEMBERS ABSENT:**

Dave Elliot – Meadow Lake Airport Liaison  
Brian Risley – City Council Representative  
County Commissioner Stan VanderWerf – Liaison  
Commissioner  
County Commissioner Longinos Gonzalez, Jr. – Liaison  
Commissioner

**CITY STAFF PRESENT:**

Greg Phillips – Director of Aviation  
Michael Gendill – Senior Attorney  
Jennifer Cook – Executive Assistant  
Troy Stover – Business Park Development Director  
Brett Miller – Assistant Director of Aviation  
Deanna Stoddard – Design and Construction Manager  
Chris Padilla – Senior Airport Planner  
Steve Hedden – Finance & Properties Manager

**GUESTS PRESENT:**

Alex McKean, RS&H (via TEAMS)  
Jeff Bohn, Space Force  
Jeff Craig, jetCenters of Colorado  
Bob Sedlacek, Hudson  
Other attendees via phone were unknown

I. **MEETING CALLED TO ORDER at 3:00 PM JANUARY 24, 2024, by CHAIRMAN BUCKLEY**

II. **APPROVAL OF THE DECEMBER 13, 2023 MEETING MINUTES**

Commissioner Volcheff made a motion to approve the December 13, 2023 meeting minutes. Commissioner Peterson seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 6 Yes)**

III. **COMMUNICATIONS**

- None

IV. **PUBLIC COMMENT**

- None

V. **NEW BUSINESS AND REPORT ITEMS**

A. **Land Use Review – Chris Padilla**

Chris Padilla presented ten (10) Land Use Items.

Commissioner Mientka made a motion to recommend approval of Land Use Items #1, #2, #3, #4, #6, #7, #8, #9, and #10, as presented by airport staff. Commissioner Volcheff seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 6 Yes)**

Land Use Item #5: Briefed

Due to a conflict of interest, Commissioner Mientka recused himself from the Land Use Item #5 discussion.

Details: Land Use Item #5, Request by Matrix Design Group, Inc. on behalf of Pikes Peak Investments LLC for approval of a final plat for Eastern Sky at Reagon Ranch Filing No 1. The plat includes office space, industrial/commercial use, parks, single-family and multi-family units. The site is zoned MX-M/AP-O (Mixed-Use Medium/Airport Overlay) and consists of approximately 265 acres. The site is located south of Marksheffel Rd and Highway 94.

**Concurrent Request:** Request for approval of the Reagan Ranch Lift Station development plan. **Review Note:** The Reagan Ranch Master Plan major amendment was reviewed by the Commission in January 2023.

Discussion: None

Commissioner Volcheff made a motion to recommend approval of Land Use Item #5 as presented by airport staff. Commissioner Eastman seconded.

**VOTE: APPROVED (Unanimous, Roll Call Passes 5 Yes)**

## **B. Director's Airport Business Report**

### **• Project Status Report**

- Airport/Airfield construction report presented by Deanna Stoddard.
- Concourse Modernization – Future packages and permit sets being carved and compiled (boilers, elevators, fire alarm, next Concourse phases, etc.).
- Inline Baggage System Preliminary Design – Executive Summary and Alternatives Analysis Report for pre-design phase was submitted to TSA on 1/9/24. Follow up meeting with TSA to discuss submittal and next step (Full Design Phase) is scheduled for 2/2/24.
- Milton E. Proby Parkway Rehabilitation – Scope and fee for design received this week. Review, negotiation, and execution prior to project kickoff. Nunn will be brought in during design per CMGC delivery.
- Oversize Babbage Handling System – Work continues in breezeway for CBRA room, bag carousel, high-speed roll up doors, and more. Conveyance system install is underway to include catwalk. Coordination with TSA regarding screening equipment install.
- Concourse Modernization (construction) – South restrooms opened 12/22; punch list items remain. Work continues on Gates 2 and 4; new lounge location; family restroom and more. Scheduling, procurement, and coordination ongoing.
- TW Alpha Phase I – This project will go out for bid 1/19/24. Bids due 2/20/24. Due to funding constraints, pond work only in 2024 with remaining pavement schedules anticipated in 2025.

### **• Traffic Trend Report**

- The airline data analysis was presented by Greg Phillips.
- The Colorado Springs Airport (COS) ended 2023 with record-breaking enplanement numbers and higher overall traffic, reaching a year-end total of 1,179,108 enplanements. This reflects a ten percent increase compared to the previous year and stands as the highest number of enplanements at COS since the year 1999 or in 24 years.
- COS had 106,474 enplanements for the month of December 2023, up 32.2% percent compared to December 2022.
- The annual total number of passengers for COS reached 2,347,008, representing a ten percent year-over-year increase.

- **COS Financial Report**
  - No COS financial report, pending year-end audit.
- **Airport Business Development Report**
  - Airport business development report presented by Troy Stover.

**C. General Business** – Director Greg Phillips

- Joe Nevill and Aidan Ryan are attending the ACI-NA Air Service Data Seminar in Austin, Texas.
- Director Phillips attended the Colorado Airport Operators Association (CAOA) Winter Conference and Legislative Reception in Denver this week.
- Reno Air Races are now defunct in Reno, but they are looking to host the races at other airports.
- Discussion from the FAA regarding changes in the land use policy and changes in the air carrier incentive policy.
- COS announced a transition from its current Premier Lounge to a distinguished Global Lounge Network (GLN) lounge. The inauguration of GLN's new lounge is set to take place in the third quarter of 2024. The current Premier Lounge is set to close after the last departure of February 29, 2024.
- Greg Phillips and Brett Miller to attend the International Association of Baggage System Companies (IABSC) Annual BHS Summit in San Antonio, Texas, January 29 – 31, 2024.
- Greg Phillips to attend the Western Service Area Noise Forum in Seattle, Washington, on February 8<sup>th</sup>.

**D. Chairman's Report** – Chairman Buckley

- None

**VI. OTHER BUSINESS**

- None

**VII. COMMISSION MEMBERS' COMMENTS**

- None

**VIII. CHAIRMAN'S COMMENTS**

- None

**IX. ADJOURNMENT**

- Chairman Buckley adjourned the meeting at 4:36 PM.

**The next meeting date is Wednesday, February 28, 2024**



**COLORADO SPRINGS  
AIRPORT**

Colorado's small airport

**MINUTES  
Airport Advisory Commission  
Wednesday, February 28, 2024  
3:00 PM – 5:00 PM  
Colorado Springs Airport Conference Room B  
(Public Via Teleconference)  
Teams Meeting**

**VOTING**

**COMMISSIONERS PRESENT:**

John Buckley – Chairman  
Michelle Ruehl – Vice Chairman  
Danny Mientka – Commissioner  
Al Peterson – Commissioner  
George Mentz – Commissioner  
Mark Volcheff – Commissioner  
John Eastman – Commissioner

**VOTING**

**COMMISSIONERS ABSENT:**

**NON-VOTING**

**MEMBERS PRESENT:**

Randy Helms – City Council Representative  
County Commissioner Longinos Gonzalez, Jr. – Liaison  
Commissioner (via TEAMS)  
County Commissioner Stan VanderWerf – Liaison  
Commissioner

**NON-VOTING**

**MEMBERS ABSENT:**

Dan Roehrs – Alternate Commissioner  
Dave Elliot – Meadow Lake Airport Liaison  
Brian Risley – City Council Representative

**CITY STAFF PRESENT:**

Greg Phillips – Director of Aviation  
Michael Gendill – Senior Attorney  
David Andrews – Senior Attorney (via TEAMS)  
Jennifer Cook – Executive Assistant  
Deanna Stoddard – Design and Construction Manager  
Joe Nevill – Air Service Development Manager  
Aidan Ryan – Airport Marketing & Communications  
Manager  
Patrick Bowman – Senior Properties Specialist, Economic  
Development  
Steve Hedden – Finance & Properties Manager (via  
TEAMS)  
Chris Padilla – Senior Airport Planner  
Ivette Rentas – Airport Customer Relations Coordinator  
Gregory Lyles – Communication Center Dispatcher

**GUESTS PRESENT:**

Bob Sedlacek, Hudson  
Uyen Le, Hudson  
Amy Kelley, US Air Force Academy  
Other attendees via phone were unknown



I. **MEETING CALLED TO ORDER at 3:02 PM FEBRUARY 28, 2024, by CHAIRMAN BUCKLEY**

II. **APPROVAL OF THE JANUARY 24, 2024 MEETING MINUTES**

Commissioner Volcheff made a motion to approve the January 24, 2024 meeting minutes. Commissioner Ruehl seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 7 Yes)**

III. **COMMUNICATIONS**

- None

IV. **PUBLIC COMMENT**

- Floor open to public comment and Amy Kelley, US Air Force Academy, spoke regarding the matter of Bullseye, the Air Force Academy's auxiliary airfield.

V. **NEW BUSINESS AND REPORT ITEMS**

A. **Land Use Review** – Chris Padilla

Chris Padilla presented thirteen (13) Land Use Items.

Commissioner Mientka made a motion to recommend approval of Land Use Items #1, #2, #3, #4, #5, #6, #8, #9, #10, #11, #12, and #13 as presented by airport staff. Commissioner Mentz seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 7 Yes)**

Land Use Item #7: Briefed

Due to a conflict of interest, Commissioner Mientka recused himself from the Land Use Item #7 discussion.

Details: Land Use Item #7, Request by Matrix Design Group on behalf of Pikes Peak Investments LLC for approval of the Reagan Ranch Industrial Land Use Plan. The plan includes changing office/industrial to commercial/office use. The site is zoned BP/AP-O/APZ2 (Business Park/Airport Overlay/Accident Potential Zone 2) and consists of approximately 28 acres. The site is located south of Marksheffel Rd and Platte Ave. **Concurrent Request**: Approval for a zone change from BP/AP-O/APZ2

(Business Park/Airport Overlay/Accident Potential Zone 2) to MX-M/AP-O/APZ2 (Mixed-Use Medium/Airport Overlay/Accident Potential Zone 2). **Concurrent Request**: Approval for a Final Plat to split into 2 lots.

**Review Note: The Reagan Ranch Concept Plan Amendment was reviewed by the Commission in January 2023.**

Discussion: None

Commissioner Volcheff made a motion to recommend approval of Land Use Item #7 as presented by airport staff. Commissioner Eastman seconded.

**VOTE: APPROVED (Unanimous, Roll Call Passes 6 Yes)**

## **B. Director's Airport Business Report**

### **• Project Status Report**

- Airport/Airfield construction report presented by Deanna Stoddard.
- Concourse Modernization – Future packages and permit sets being carved and compiled (boilers, elevators, next Concourse phases, etc.) Ongoing coordination with stakeholders and tenant improvements such as SSP, Hudson, and GLN.
- Inline Baggage System Preliminary Design – Executive Summary and Alternatives Analysis Report was submitted to TSA on 1/9/24. Follow up meeting with TSA was on 2/2/24; approval to move forward with full design. COS on hold before pursuing \$2.5M design efforts.
- Milton E. Proby Parkway Rehabilitation – Scope and fee for design received this work. Review and negotiation ongoing. Project Kickoff scheduled for 2/26/24. Nunn will be brought in during design per CMGC delivery.
- Oversize Babbage Handling System – Work continues in breezeway for CBRA room, bag carousel, high-speed roll up doors, and more. Conveyance system install is underway to include catwalk. Coordination with TSA regarding screening equipment install. West Dog House for new OSB injection point problematic.
- Concourse Modernization (construction) – South restrooms opened 12/22; punch list items remain. Work continues on Gates 2 and 4; new lounge location; family restroom and more. Scheduling, procurement, and coordination ongoing.
- TW Alpha Phase I – Three (3) bids were received on 2/20; low bid ~\$36M resulting in ~\$14M funding shortage overall. Due to funding constraints, pond work only in 2024 with remaining pavement schedules anticipated in 2025.

### **• Traffic Trend Report**

- The airline data analysis was presented by Joe Nevill.
- The Colorado Springs Airport (COS) welcomed a total of 171,398 passengers for the month of January, 16.7 percent more passengers than the airport saw in January 2023.

- COS had 86,206 enplanements for the month of January 2024, up 16.1% percent compared to January 2023.
- With five of the six carriers flying for the month of January, there were 119,157 departing seats available, which marks a 15 percent increase when compared to the same period last year.

- **COS Financial Report**

- No COS financial report, pending year-end audit.

- **Airport Business Development Report**

- Airport business development report presented by Patrick Bowman.

**C. General Business – Director Greg Phillips**

- Southwest Airlines Business Team (SWABiz) full departmental meeting, April 30<sup>th</sup> through May 2<sup>nd</sup>, to be held in Colorado Springs, COS is hosting.
- COS Premier Lounge closes after the last flight on February 29<sup>th</sup>. Global Lounge Network (GLN) will take over and remodel with hopes to open mid to late summer.
- Short-term parking rate will change from \$12 to \$15 beginning March 1<sup>st</sup>.
- General Aviation (GA) fuel rate will increase from 6 cents per gallon to 8 cents per gallon.
- The Colorado Springs Chorale Wall of Heroes plaque memorializing Colorado servicemen lost on D-Day has been hung on the concourse near the meet and greet.

**D. Chairman’s Report – Chairman Buckley**

- None

**VI. OTHER BUSINESS**

- None

**VII. COMMISSION MEMBERS’ COMMENTS**

- County Commissioner Stan VanderWerf and Director Phillips spoke regarding the matter of House Bill 24-1235: Reduce Aviation Impacts on Communities.
  - Chairman Buckley made a motion that the Airport Advisory Commission, subject to City Council approval, would draft a letter in opposition to House Bill 24-1235. Commissioner Ruehl seconded. VOTE: **APPROVED (Unanimous, Roll Call Passes 7 Yes)**
- Vice Chair Ruehl spoke regarding the Women In Aviation Colorado Springs chapter standing and USO/Mt. Carmel.

**VIII. CHAIRMAN’S COMMENTS**

- None

**IX. ADJOURNMENT**

- Chairman Buckley adjourned the meeting at 4:56 PM.

**The next meeting date is Wednesday, March 27, 2024**