



## PUBLIC WORKS

### AGENDA

#### Citizens Transportation Advisory Board Meeting

August 6, 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:+17206173426530732846) United States, Denver

Phone Conference ID: 530 732 846#

- 
- I. **Call to Order/Establish Quorum** (roll call)
  - II. **Agenda Confirmation**
  - III. **Citizen Comment**
  - IV. **Approval of Meeting Summary (by consent)**  
May 7, 2024 Meeting Summary
  - V. **Consent Items**
    - Public Works Annual Report
    - Transit Report
    - PPRTA CAC Monthly Reports
    - Airport Advisory Commission Report
  - VI. **New Business**
    - A. Motorized Vehicles on Bike Infrastructure  
Presenter: Gerald White  
Action: Informational  
Approximate Time: 15-20 minutes
    - B. North Nevada Safety Resolution  
Presenter: Peter Frantz  
Action: Recommendation  
Approximate Time: 15-20 minutes

#### 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.

**VII. Old Business**

None

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

**IX. Staff and Member Communications**

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

**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:**

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**MEETING SUMMARY**  
**Citizens Transportation Advisory Board Meeting**  
**Pikes Peak Room, City Hall**  
**Tuesday, May 7, 2024 at 3:30 PM**

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

Chair Karen Aspelin called the meeting to order at 3:32 pm. Quorum established.

**II. Agenda Confirmation**

Geoff Ames moved to approve the agenda seconded by Carlos Perez. The motion passed unanimously.

**III. Citizen Comment**

None

**IV. Approval of February 6, 2024 Meeting Summaries:**

Geoff Ames motioned to approve the February 6, 2024 Meeting Summary and was seconded by Carlos Perez. Motion passed unanimously.

**V. Consent Items Notes**

Councilperson Nancy Henjum shared the City Council annual report handout.

Zuri Horowitz mentioned that the Transit Free Fare for Better Air or Transit Passes for those 19 and under has passed.

**VI. New Business**

**A. Old North End-Street Safety Measures**

Presenter: Peter Frantz

Action: Presentation

Peter Frantz presented on implementation of traffic calming on Nevada Avenue and the history of the Nevada Safety Working Group. He reviewed statistics calculated from ConnectCOS data and compared his calculations to City data.

He reviewed the safety countermeasures including short-term recommendations of signage, speed feedback signs, and rest-on-red at Fontanero. The long-term countermeasures include lane reductions through the neighborhood, bumps outs and a roundabout. He acknowledged the high cost of a roundabout and these infrastructure improvements.

Peter asked to implement the short-term countermeasures including restriping. He read a resolution for the neighborhood and asked CTAB to assist with reaching out to City Council to help expedite the lane reduction on Nevada Avenue. Councilperson Henjum suggested the resolution be discussed in later parts of the meeting.

Response: Carlos Perez talked about the public engagement process and how social media provides misinformation. He is suggesting that Old North End residents engage neighbors who oppose the changes to Nevada Avenue to help educate about the benefits of lane reductions. At a recent meeting he witnessed lane reduction suggestions receiving negative reactions. PPRTA has the B list which has the Nevada Roadway Safety Study is a PPRTA B list project.

**B. Colorado Springs Speed Cameras**

Presenter: COS Police Department, Commander Pamela Castro

Action: Presentation

Cmdr Castro presented on AVIS (Automated Vehicle Identification Systems) systems, as the City ordinances are being proposed to match the state law. The state law changed June 2023 so City law is being adapted and simplified regarding AVIS penalties and requirements.

Cmdr Castro went through the various aspects of proposed 10.1.115 changes. A notice of violation will be sent after the officer watches the video recording of a driver running a red light. For red light running, notice of violations are sent out via mail with a response needed in 30 days for in state, 60 days for out of state. The owner can pay the violation or set a hearing to contest but must act within 45 days. If not paid after 30 days another letter is sent out. If still not paid then the final order of liability (through municipal court process) and or collections if not paid. No immobilizing or impoundment of vehicle is allowed.

RLR violations \$75

Speed \$40

Speeding in school or construction zone \$80

Before every red-light running (RLR) camera there must be a “photo enforcement” sign between 200-500 feet in advance of intersections with cameras. Speed safety cameras have similar signage required—similar distances, etc. There are currently 20 RLR intersections. For speed cameras, temporary signs with advanced notice would be used.

If speed cameras are implemented then it must be announced for 30 days ahead of time on city’s webpage, media outlets, and PD is required to give warnings for the first 30 days of enforcement. First time speed violations of 10 mph or less results in a warning. Subsequent violations could be sent a fine.

The speed cameras are intended to be used in locations that include school zones, residential neighborhoods, within a construction zone, along a street that borders a municipal park, or in an automated vehicle identification corridor. Their focus is areas that include safety for pedestrians and cyclists.

Speed camera vendors are paid a flat rate as to not impact rate of violation. Data that is collected by the AVIS system is considered confidential and may only be obtained for legal purposes.

The speed safety program would allow a camera using radar to track multiple lanes of traffic in one direction and note vehicles exceeding the speed limit. No points are given and it is not reported to insurance. The ordinance is focused on areas with most at risk individuals and pedestrians (schools, construction zones, near parks, etc). Limitations are in line with the existing RLR camera limitations.

She shared the statistics in Colorado Springs and discussed that speed is a leading factor of severe injuries. The goal is to use this as a part of enforcement efforts in addition to RLR cameras and traditional enforcement.

If this is approved by city council, PD would get 2 new vehicles and 2 civilian employees to run the vehicles and record violators. They would identify deployment areas in cooperation with traffic engineering and prioritize the school zones (AM/PM drop off/pick up), parks and residential areas (in between peak school zone times and in the summer) and construction sites as requested. They anticipate over 1000 qualifying roads.

Benefits are that the cameras address traffic safety, and it targets areas with the highest

number of child pedestrians (most at risk) and they save police resources. They are a proven technology to address dangerous driving and they are mobile so equity in the deployment of them—all speeders get ticketed.

C. Colorado Springs School Safety Improvements

Presenter: Todd Frisbie, City Traffic Engineer

Action: Presentation

Mr. Frisbie talked about the new City policy for school zones located on roadways with posted speeds above 30 mph, which follows the safe systems approach. The City previously reviewed and prioritized schools without school zone flashers. The city prioritized improvements based upon speed, volume, lane configurations, school enrollment and vulnerable user crash history. The City ensured that improvements are spread among the five school districts of the City.

Results: 20 schools for school zone installation with flashers, identified low-cost safety improvements and capital safety improvements (raised crosswalks, bump outs)

Hard sign installations were tested at three schools. Speeds were shown to drop at the pilot schools and the signs had good compliance.

The Phase 1 goal is to have 5 schools installed before the beginning of the 2024-2025 school year. Phase 2 will begin installation after school starts. In 2025 there will be a new round of funding to continue down the prioritized list of schools.

Mr. Raven is the crossing guard at Jenkins (Austin Bluffs Pkwy). He would like to see some of the traffic recommendations (safety countermeasures) and asked about the length of time of the school zones. Mr. Frisbie mentioned that he is trying to use the low-cost safety countermeasures at many schools versus a lot of money at only a few schools. Mr. White asked Traffic Engineering to discuss with PD the amount of speed above the speed limit should be less than 10 mph. Mr. White stated concern about some of the higher school zone speeds (over 30 mph) and Mr. Frisbie explained this is because they are CDOT roadways. The City sets 20 mph as the posted speed for school zones.

Ms. Horowitz stated she would like school zones to be longer than shorter. She'd also like to have regulations about where schools are located and how they are designed so they are easier to access by foot and bike. Councilperson Henjum said she would like this to be a future conversation; to review what items in the code or ordinance can be substantiated so we don't have schools located on 6-lane roadways in the future. If city council approves development plans there must be something to put into ordinance to not allow schools on major arterials

**VII. Old Business**

None.

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

Mr. White made a motion to put Peter Frantz resolution into City Council and Mr. Perez suggested it be a business item for the future. Councilperson Henjum suggested making it more impactful by formally presenting it to City Council. Mr. Perez noted that a dozen people showed up in support attended the meeting. Mr. White asked to make it part of message of city council, Geoff Ames seconded the motion. All were in favor and it will be on a future CTAB agenda to vote on the formal resolution.

City Council asked staff to adopt an ordinance so City Traffic Engineering and the COS Police Department work together to determine where speed cameras would be located (approved

corridors). Councilperson Henjum suggested it be a future item for CTAB once the ordinance passes. Councilperson Leinweber said this effort will be a pilot that will develop, change and grow.

Gerald White made a motion that CTAB is strongly supportive of speed cameras. Geoff Ames seconded it.

**IX. Staff and Member Communications**

City staff schedules prohibit a June meeting, July meeting is before the 4<sup>th</sup> of July. Ms. Aspelin suggested meeting in August. Mr. Perez said he is a member of the Mayors Infrastructure Future Planning Committee Meeting which provides public outreach for the City Staff Strategic Plan for Infrastructure. The deadline for input is June and can be completed via email, comment cards or a website.

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

- Front Range Rail Informational Presentation
- Ordinance discussion of electric motors on City infrastructure, Gerald White-August
- CDOT Transportation Commissioner, Ms. Hannah Parsons
- Final Rule of PROWAG and Pedestrian Infrastructure
- Resolution for Old North End-August

**XI. Meeting Adjournment** at 5:42 pm Ms. Aspelin adjourned the meeting.



**DATE:** August 6, 2024

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

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

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

**I. Ridership Update**

Fixed Route<sup>1</sup>

Mountain Metropolitan Transit (MMT) provided 241,047 fixed-route boardings in June 2024, 73,206 fewer trips than in June 2023. This decrease is largely due to fare-free service provided during June 2023 that was not available during June 2024. There were also two fewer weekdays in June 2024 compared to 2023. Weekday ridership is typically higher than Saturday or Sunday ridership, so fewer weekdays often equate to lower ridership.

ADA Complementary Paratransit<sup>2</sup>

Metro Mobility provided 8,955 ADA complementary paratransit boardings in June 2024, 707 fewer trips as compared to June 2023. This decrease is due to providing fare-free rides in June 2023 but not during June 2024, coupled with fewer weekdays in June 2024.

Vanpool<sup>3</sup>

Five vanpools were in service during June 2024, providing 620 commuter trips to 27 participants.<sup>4</sup> June 2024 ridership increased by 54 trips compared to June 2023 (when five vanpools were also in service, with 26 participants) despite two fewer weekdays. Fare-free service does not extend to vanpool trips.

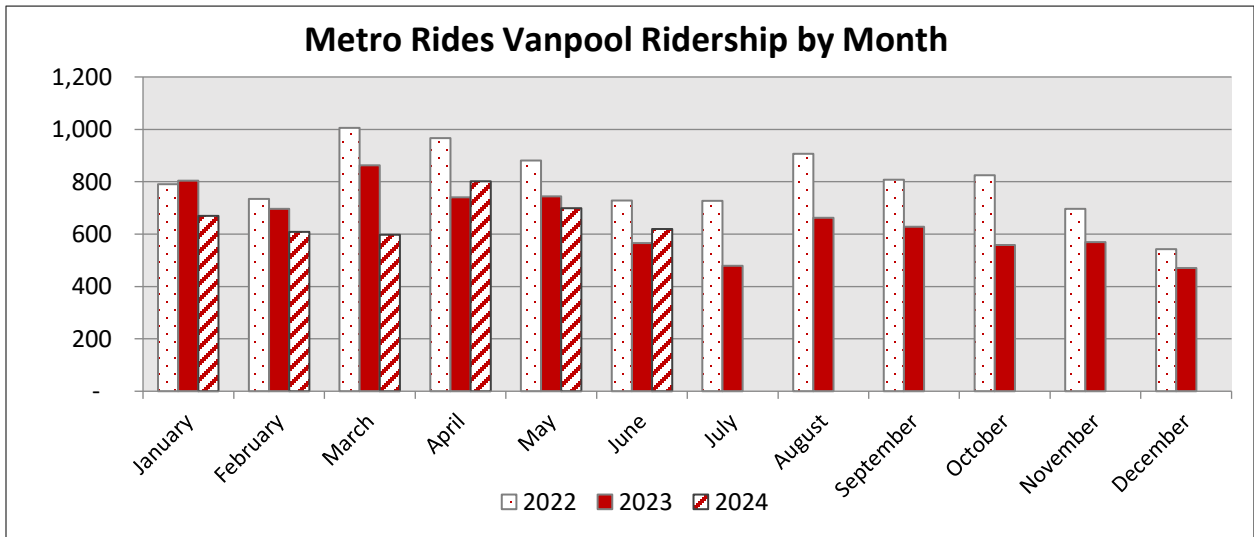
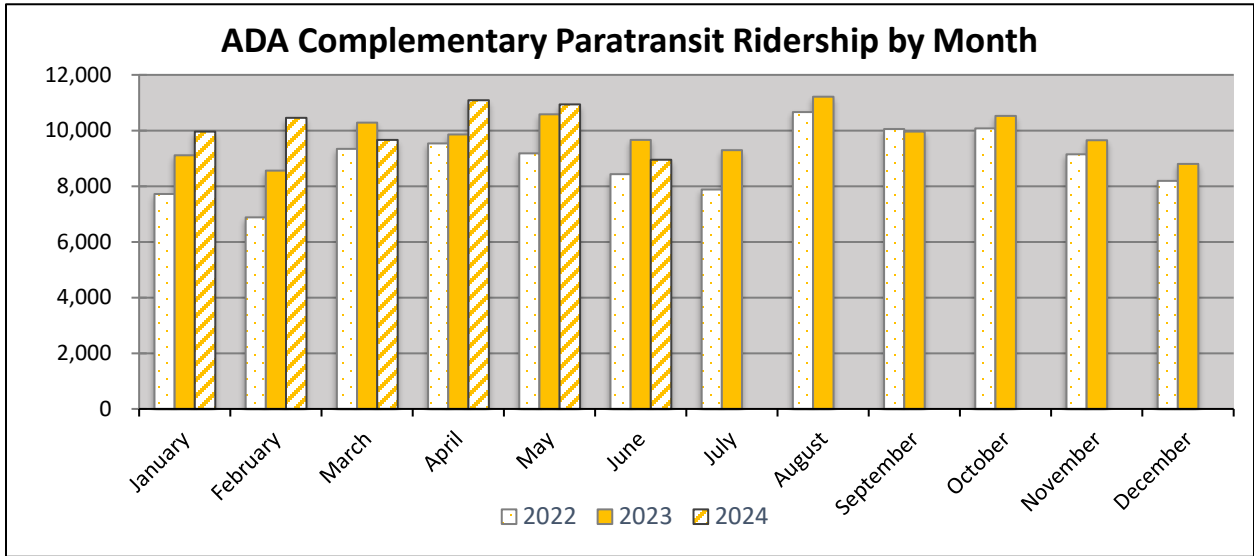
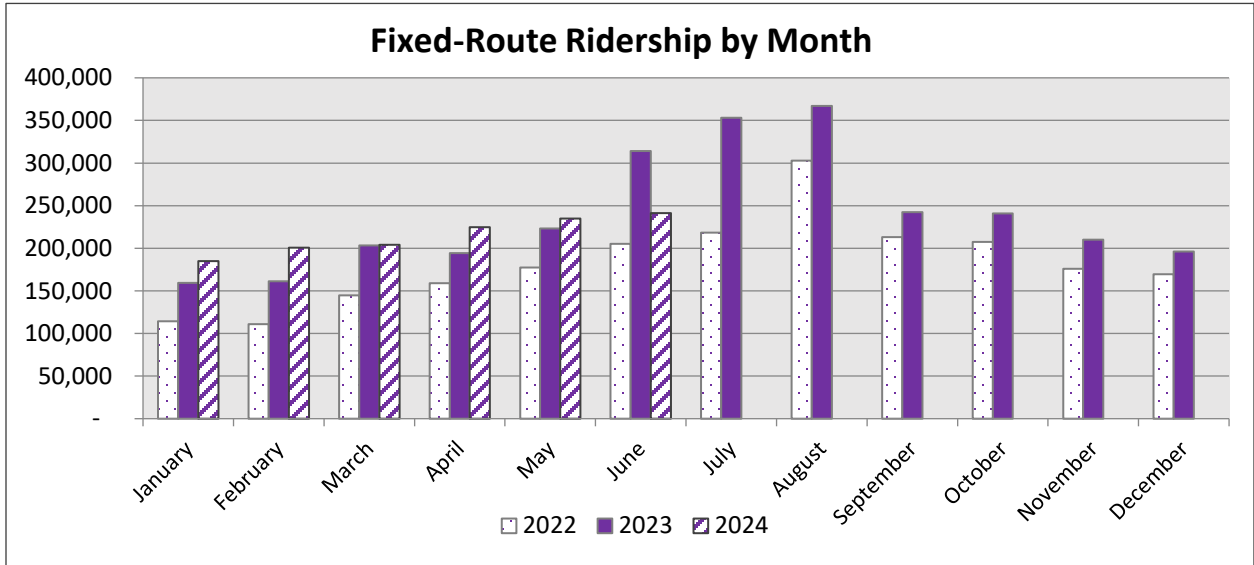
June Monthly Ridership by Mode (2023 vs 2024)							
Mode	June 2023			June 2024			% Change in Boardings
	Boardings	Revenue Service Hours	Boardings /RSH	Boardings	Revenue Service Hours	Boardings /RSH	
Fixed Route	314,253	20,277	15.5	241,047	19,769	12.2	-23%
ADA Complementary Paratransit	9,662	5,157	1.9	8,955	5,076	1.8	-7%
Vanpool	566	172	3.3	620	190	3.3	10%
<b>Total All Modes</b>	<b>324,481</b>	<b>25,606</b>	<b>N/A</b>	<b>250,622</b>	<b>25,035</b>	<b>N/A</b>	<b>-23%</b>

<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.

<sup>4</sup> The number of Vanpool participants and vehicles in operation are as of the first of the month and do not reflect changes that may have occurred throughout the month.





### Year-Over-Year Comparisons

The following table compares January through June fixed route and ADA complementary paratransit boardings, revenue service hours (RSH), and average boardings per revenue service hour from 2020 through 2024.

2020-2024 Comparison of January-June Boardings, RSHs, and Boardings per RSH – Fixed Route & ADA Paratransit						
	Fixed Route			ADA Complementary Paratransit		
Year	Boardings	RSH	Boardings / RSH	Boardings	RSH	Boardings / RSH
2020 <sup>5</sup>	1,089,394	92,323	11.8	41,436	23,727	1.7
2021	881,559	90,396	9.8	42,454	24,886	1.7
2022	911,501	86,116	10.6	51,086	27,087	1.9
2023	1,256,073	115,333	10.9	58,056	30,845	1.9
2024	1,289,869	123,496	10.4	61,054	33,636	1.8

Cumulative January through June fixed-route boardings have risen since 2022 after decreasing in 2021 due to the pandemic and resultant bus operator shortage. Fixed-route boardings through June 2024 increased 3% compared to the same period in 2023 while revenue service hours increased by 7%. Increases in revenue service hours for January through June during 2023 and 2024 are due to a range of service improvements and the successful recruitment of additional bus operators to provide the service. January through June 2024 boardings per revenue service hour were 5% lower than in January through June 2023, due to revenue service hours increasing faster than boardings.

Cumulative January through June ADA complementary paratransit boardings and revenue service hours have risen since 2021. While boardings through June 2024 increased 5% compared to the same period in 2023, revenue service hours increased by 9%. Because boardings increased at a slower rate than revenue service hours, boardings per revenue service hour decreased by 6% for January through June 2024 compared to the same period in 2023.

## **II. Transit Highlights**

### **1. Fall 2024 Service Change**

During Spring and Fall each year, MMT reviews its service and develops changes to improve efficiency and usability for transit riders. The Fall 2024 Service Change process is underway with planned implementation on September 29, 2024. Public notification of proposed changes began on July 22<sup>nd</sup>. Proposed changes include timepoint adjustments to routes 15 and 24 and increased weekday evening service for routes 18, 19, and 39. Weekday evening service will be extended by three hours on Route 18 and by one hour on routes 19 and 39 to better align route schedules.

### **2. New Bus Update**

The Gillig Corporation delivered seven new diesel-powered buses between June 25<sup>th</sup> and July 29<sup>th</sup>. These buses are proceeding through post-delivery inspection and testing. As inspections and testing are completed, buses will enter revenue service expected to begin later this summer and into the fall.

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



**Photo: New Gillig Bus**

### 3. Bike to Work Day

MMT participated in the annual Bike to Work Day event on June 26, 2024. This event promotes bicycling for personal and community health, alternative transportation, recreation, and sustainability in the Colorado Springs region. Breakfast stations were set up along the bike trail network to encourage and support people cycling to work while also highlighting local businesses that support cycling in the community. MMT hosted a breakfast station near the U.S. Olympic and Paralympic Museum, handing out granola bars, jerky, refreshments, and other snacks as well as fun Mountain Metro “merch” to more than one hundred cyclists visiting its breakfast station.



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## CITIZEN ADVISORY COMMITTEE

Wednesday, June 5, 2024 – 1:30p.m.

### Pikes Peak Area Council of Governments Main Conference Room

#### 1. Call to Order

Chair Jim Godfrey established a quorum and called the meeting to order at 1:30 p.m.

#### 2. Approval of the Agenda

Mr. Richard Zamora moved to approve the agenda, seconded by Mr. Russell McPadden. The motion carried unanimously.

#### 3. Public Comment

Mr. Carlos Perez, wanted to express his gratitude towards the Traffic Engineers who presented the Safe Streets and Roads Grant Proposal as well as elaborate by presenting a handout of additional information.

#### 4. Approval of the Minutes

Approval of the Minutes from the May 1st, 2024 Meeting

Mr. Dave Zelenok moved to approve the Minutes, seconded by Ms. Barb Winter. The motion carried unanimously.

#### 5. Financial Reports

##### A. Monthly Financial Reports

Ms. Lisa Corey shared the financial report. March 2024 Sales and Use tax revenue was above the monthly budget by \$115,256 or 9%. March 2024 received less than March 2023 by \$241,729 or -1.9%.

##### B. FY 2024 Mid-Year Budget Amendment

Ms. Lisa Corey presented the draft of the amendment.

Mr. Larry Tobias moved to recommend approval for the FY 2024 Mid-Year Budget Amendment as presented, seconded by Mr. Craig Gooding. The motion carried unanimously.

#### 6. 2024 Capital, Maintenance, and Public Transportation Contracts

City of Colorado Springs

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

1. Classic Consulting Engineers & Surveyors, Tutt Boulevard Extension: Phase 2, Engineering Services, Capital: \$15,100.00.
2. HDR Engineering, Inc, UPRR Mainline over Fontanero Bridge Replacement, Engineering Services, Capital: \$767,680.60.
3. HDR Engineering, Inc, Fillmore St and Bridge Improvements and Trail Connections, Engineering Services, Capital: \$750,000.00 BIP Grant, \$750,000.00 PPRTA, \$1,500,000.00 Total.
4. Basis Partners, Lake Ave: SH115 & Southgate Intersections Improvements, Engineering Services, Capital: \$96,323.50 PPRTA, \$866,911.50 HSIP Grant, \$963,235.00 Total.

5. Colorado Springs Utilities, Rustic Hills Road Improvements, Utility Construction, Maintenance: \$368,462.67.
6. STV Infrastructure, On-Call Project Manager, Project management for transit projects, Transit: \$125,000.00 PPRTA, \$500,000.00 FTA Grant, \$625,000.00 Total.

Mr. Dave Zelenok moved to recommend approval of the contracts as presented, seconded by Mr. Richard Zamora. The motion carried with one recusal.

## **7. 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 – IGAs Between the PPRTA and CDOT and PPRTA and The City of Colorado Springs for Capital Project Grant.

Mr. Ryan Phipps presented the information for the CAC's consideration and approval. Mr. Carlos Perez moved to approve the IGAs as presented, seconded by Mr. Ed Dills. The motion carried unanimously.

C. City of Colorado Springs – Powers – North Reimbursement Update.  
This information was provided by Mr. Ryan Phipps.

D. City of Colorado Springs Monthly Change Order & Property Acquisition Report  
This was an information item provided by Mr. Ryan Phipps.

E. El Paso County Monthly Change Order & Property Acquisition Report  
This was an information item provided by Mr. Josh Palmer

F. City of Manitou Springs Proposal for Revenue Allocation Adjustment.  
Mr. Sonnenburg presented the information. Mr. Dave Zelenok moved to recommend approval of the \$65,725 allocation subject to Manitou's recognition of the standard percentage split done for Maintenance/Capital, seconded by Ms. Brandy Williams. The motion passed 16-1.

G. Quarterly Reports from Member Governments.  
This was an information item Mr. Rick Sonnenburg.

## **8. Administrative Actions and Reports**

A. Report of Recent Board Actions  
This was an information item presented by Mr. Rick Sonnenburg.

B. Compliance with State Technology Accessibility Standards  
Ms. Brandy Williams moved to approve a positive recommendation to the Board for 1) approval of the Resolution Adopting Technology Accessibility Statement and Technical Standards, 2) approval of the contract with CivicPlus for \$8,160 to remediate the PPRTA CAC and Board agenda packets for the first 12-month period and \$4,300 for the second 12-month period, and 3) accepting the PPRTA website content remediation plan included in the agenda packet, except for adding a contract for \$1,836 to remediate the PPRTA Annual Reports for years 2015-2023, seconded by Mr. Craig Gooding. The motion carried unanimously.

C. Abstentions from Voting  
Mr. Dave Zelenok moved to recommend that the CAC continue it's current practice, seconded by Ms.

Barb Winter

## 9. Agenda Topics for Next Meeting

Mr. Dave Zelenok wanted to encourage a discussion for members to participate in conferences in order to keep members up to date and informed with the potential to get mileage or travel expense reimbursement in the future.

## 10. Communications

Mr. Rick Sonnenburg shared a memo highlighting that Ms. Ann Esch as well as Ms. Emily Magnuson have resigned from the CAC as At-Large Members. Mr. Sonnenburg also updated the CAC on the PPACG building's upcoming maintenance and informed the CAC that the July and August meetings will be fully remote.

## 11. Adjournment

The meeting was adjourned at 3:32pm.

Attendees		
Present	Name	Agency/Affiliation
	Mr. Steve Murray	Colorado Springs CTAB
X	Mr. Carlos Perez	Colorado Springs CTAB
X	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
	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
X	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
	VACANT	Citizen-At-Large
X	Mr. Tony Gioia	Citizen-At-Large
X	Mr. Ed Dills, 2 <sup>nd</sup> Vice-Chair	Citizen-At-Large
	VACANT	Citizen-At-Large
X	Mr. Lawrence Tobias, 1 <sup>st</sup> Vice-Chair	El Paso County
X	Mr. Dave Zelenok	El Paso County
X	Ms. Kathy Hisey	El Paso County
X	Mr. Rick Sonnenburg	PPRTA Program/Contracts Manager
X	Ms. Lisa Corey	PPRTA Financial Manager
X	Staff of Member Governments and Citizens	



**COLORADO SPRINGS  
AIRPORT**

Colorado's small airport

**MINUTES**

**Airport Advisory Commission**

**Wednesday, March 27, 2024**

**3:00 PM – 5:00 PM**

**Colorado Springs Airport Conference Room B**

**(Public Via Teleconference)**

**Teams Meeting**

**VOTING**

**COMMISSIONERS PRESENT:**

John Buckley – Chairman  
Danny Mientka – Commissioner  
Mark Volcheff – Commissioner  
Al Peterson – Commissioner  
John Eastman – Commissioner

**VOTING**

**COMMISSIONERS ABSENT:**

Michelle Ruehl – Vice Chairman  
George Mentz – Commissioner

**NON-VOTING**

**MEMBERS PRESENT:**

Dan Roehrs – Alternate Commissioner  
Dave Elliot – Meadow Lake Airport Liaison  
Randy Helms – City Council Representative  
County Commissioner Longinos Gonzalez, Jr. – Liaison  
Commissioner (via TEAMS)  
County Commissioner Stan VanderWerf – Liaison  
Commissioner

**NON-VOTING**

**MEMBERS ABSENT:**

Brian Risley – City Council Representative

**CITY STAFF PRESENT:**

Greg Phillips – Director of Aviation  
Michael Gendill – Senior Attorney  
Jennifer Cook – Executive Assistant  
Brett Miller – Assistant Director of Aviation  
Troy Stover – Business Park Development Director  
Deanna Stoddard – Design and Construction Manager  
Joe Nevill – Air Service Development Manager  
Aidan Ryan – Airport Marketing & Communications  
Manager  
Steve Hedden – Finance & Properties Manager  
Chris Padilla – Senior Airport Planner  
Garrett Hintze – Air Service Development Analyst I  
(via TEAMS)  
Ivette Rentas – Airport Customer Relations Coordinator  
(via TEAMS)

**GUESTS PRESENT:**

Bob Sedlacek, Hudson  
Amy Kelley, US Air Force Academy (via TEAMS)  
Jeff Craig, jetCenters of Colorado  
Jeff Bohn, Peterson Space Force Base  
Other attendees via phone were unknown

**I. MEETING CALLED TO ORDER at 3:01 PM MARCH 27, 2024, by CHAIRMAN BUCKLEY**

**II. APPROVAL OF THE FEBRUARY 28, 2024 MEETING MINUTES**

Commissioner Eastman made a motion to approve the February 28, 2024 meeting minutes. Commissioner Peterson seconded.

Discussion: None

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

**III. COMMUNICATIONS**

- None

**IV. PUBLIC COMMENT**

- None

**V. NEW BUSINESS AND REPORT ITEMS**

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

Chris Padilla presented eight (8) Land Use Items.

Commissioner Mientka made a motion to recommend approval of Land Use Items #1, #2, #3, #4, #5, #6, #7, and #8 as presented by airport staff. Commissioner Volcheff seconded.

Discussion: None

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, 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 – Task Order executed; Project kickoff held 2/26/24. Site walk 3/20 and 3/21 with design and construction teams. Nunn will be brought in during design per CMGC delivery.
  - RAC Drainage Repair – Scope and Fee received; IFE being performed. Ongoing coordination with City and FEMA.
  - Oversize Babbage Handling System – Breezeway work nearly complete. Coordination with TSA regarding screening equipment install and controls integration; schedule very close. West Doghouse for new OSB injection point problematic.
  - Concourse Modernization (construction) – Work continues on Gates 2 and 4; new lounge location; family restroom and more. Gates 2 and 4 will be open and operational mid-April. 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.
  - Terminal Roof Upgrade – Bid package being developed. Anticipate procurement in May or June with summer construction.
- **Traffic Trend Report**
    - Airline data analysis presented by Joe Nevill.
    - The Colorado Springs Airport (COS) welcomed a total of 172,463 passengers for the month of February, nearly 20 percent more passengers than February 2023.
    - COS had 86,968 enplanements for the month of February 2024, up 20 percent compared to February 2023.
    - There were 110,323 departing seats for the month of February, a 19.4 percent increase from the same period last year, with an average load factor of 78.8 percent for the month, slightly higher than February 2023
  - **COS Financial Report**
    - COS financial report presented by Steve Hedden.
  - **Airport Business Development Report**
    - Airport business development report presented by Troy Stover.

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

- 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. There will be an event on May 9th at 2:30 PM. More information will be forthcoming.
- The Southwest Airlines Business Team (SWABiz) event has been foreshortened. The group will now be 15 to 30 people coming at the end of April.
- The TSA budget was approved and signed into law on Saturday, February 24<sup>th</sup>. Two negative overcomes of the budget include the defunding of the TSA Law Enforcement Officer (LEO) reimbursement program and the K-9 reimbursement program.

- Director Phillips will present a Capital Improvement Program (CIP) briefing to the Commission in the coming months.
- COS has developed a Culture Committee to help build team culture across the airport, including Day One Welcome, staff photo wall, and cultural values.

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

- Chairman Buckley spoke on the matter of meeting packet printing. It was decided that the process already in place would continue, with Commissioners providing their packets via electronic viewing or paper.

**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.
- County Commissioner Stan VanderWerf spoke regarding the matter of House Bill 24-1313: Housing in Transit-Oriented Communities.

**VIII. CHAIRMAN'S COMMENTS**

- None

**IX. ADJOURNMENT**

- Chairman Buckley adjourned the meeting at 5:04 PM.

**The next meeting date is Wednesday, April 24, 2024**



**COLORADO SPRINGS  
AIRPORT**

Colorado's small airport

**MINUTES  
Airport Advisory Commission  
Wednesday, April 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  
Danny Mientka – Commissioner  
Al Peterson – Commissioner  
George Mentz – Commissioner  
John Eastman – Commissioner

**VOTING**

**COMMISSIONERS ABSENT:** Mark Volcheff – Commissioner

**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 Longinos Gonzalez, Jr. – Liaison  
Commissioner (via TEAMS)  
County Commissioner Stan VanderWerf – Liaison  
Commissioner

**CITY STAFF PRESENT:**

Greg Phillips – Director of Aviation  
Michael Gendill – Senior Attorney  
Jennifer Cook – Executive Assistant  
Troy Stover – Business Park Development Director  
Deanna Stoddard – Design and Construction Manager  
Joe Nevill – Air Service Development Manager  
Steve Hedden – Finance & Properties Manager  
Chris Padilla – Senior Airport Planner  
Ivette Rentas – Airport Customer Relations Coordinator  
(via TEAMS)

**GUESTS PRESENT:**

Bob Sedlacek, Hudson  
Uyen Le, Hudson  
Jeff Craig, jetCenters of Colorado  
Jeff Bohn, Peterson Space Force Base  
Other attendees via phone were unknown

I. **MEETING CALLED TO ORDER at 3:02 PM APRIL 24, 2024, by CHAIRMAN BUCKLEY**

II. **APPROVAL OF THE MARCH 27, 2024 MEETING MINUTES**

Commissioner Peterson made a motion to approve the March 27, 2024 meeting minutes. Vice Chairman Ruehl 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 six (6) Land Use Items.

Commissioner Mentz made a motion to recommend approval of Land Use Items #1, #3, #4, #5, and #6 as presented by airport staff. Commissioner Eastman seconded.

Discussion: None

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

Land Use Item #2: Briefed

Due to a conflict of interest, Commissioner Mientka recused himself from the Land Use Item #2 discussion.

Details: Land Use Item #2, Request by United Properties Development LLC on Space Village Retail LLC for approval of the Reagan Ranch Industrial Development Plan. The plan includes 2 buildings for light industrial/warehouse/office use. The site is zoned MX-M/AP-O/APZ2 (Mixed-Use Medium/Airport Overlay/Accident Potential Zone 2) and consists of approximately 21 acres. The site is located south of Marksheffel Rd and Platte Ave.

**Review Note: The Reagan Ranch Commercial Land Use Plan Change, Zoning Amendment and Final Plat was reviewed by the Commission in February 2024.**

Discussion: Commissioner Eastman inquired what the prior review (February 2024) of the land entailed as he was not present at that meeting

Senior Airport Planner, Chris Padilla noted the previous review is provided in the Land Use packet for reference. The review of this property in February 2024 was changing from office/industrial to commercial/office use and splitting of the lots. The April 2024 review is the approval of the development plan. Commissioner Eastman further inquired if the land competes with land owned by the airport, to which Troy Stover, Business Park Development Director, explained the differences in the land and uses.

Commissioner Eastman made a motion to recommend approval of Land Use Item #2 as presented by airport staff. Vice Chairman Ruehl 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, next Concourse phases, etc.). Ongoing coordination with stakeholders and tenant improvements such as SSP, Hudson, and GLN.
  - Inline Baggage System Preliminary Design – COS on hold before pursuing \$2.5M design efforts.
  - Milton E. Proby Parkway Rehabilitation – Task Order executed; Project kickoff held 2/26/24. Site walk 3/20 and 3/21 with design and construction teams. Nunn will be brought in during design per CMGC delivery.
  - RAC Drainage Repair – Scope and Fee received; IFE being performed. Ongoing coordination with City and FEMA.
  - Master Parking and Signage Plan – Draft scope received 4/17; scoping meeting with COS staff scheduled for 4/22.
  - Oversize Babbage Handling System – Breezeway work nearly complete. TSA equipment installed; ongoing coordination for network and controls integration. West Dog House work underway. East Dog House work wrapping up; new injection point complete.
  - Concourse Modernization (construction) – Gates 2 and 4 unveiling 4/19. American Airlines relocating from Gates 8 and 10. Gate 6 and Lounge Area still underway. Scheduling, procurement, and coordination ongoing.
  - TW Alpha Phase I – Meet and Greet with Millstone Weber held 4/12. Awaiting Notice of Award for further action.
  - Terminal Roof Upgrade – Bid package being developed. Anticipate procurement in May or June with summer construction.

- **Traffic Trend Report**
  - Airline data analysis presented by Joe Nevill.
  - The Colorado Springs Airport (COS) had 100,115 enplanements for the month of March 2024, up 21 percent compared to March 2023.
  - March boasted 119,788 seats in the market, a 15.5 percent increase from last March. Many of those seats were filled as the month saw an 83.6 average load factor (3.8 percent higher than last year).
  - COS will see an array of new air service this summer, including Avelo Airlines Hollywood-Burbank/Los Angeles (BUR) nonstop flight, Sun Country Airlines, and Delta Air Lines nonstop flights to Minneapolis/St. Paul (MSP) and Southwest Airlines will initiate nonstop service to Baltimore/Washington (BWI). Delta will launch a second daily nonstop to Atlanta (ATL) starting in July.
- **COS Financial Report**
  - COS financial report presented by Steve Hedden.
- **Airport Business Development Report**
  - Airport business development report presented by Troy Stover.

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

- Director Phillips presented the Commission with pins COS handed out while representing the airport at the 39<sup>th</sup> Space Symposium.
- COS advertised the position of Assistant Director of Aviation Business Administration, receiving eighty candidates. The process now continues with fourteen submitting video interviews and answering essay questions.
- The Wall of Heroes installation ceremony will be on Thursday, May 9<sup>th</sup> at 2:30 PM. The Wall of Heroes is an art piece featuring white ribbons, each bearing the name and rank of one of the 144 soldiers from Colorado who died fighting in WWII and are buried in Normandy American Cemetery or Brittany American Cemetery.
- Elevator access to the 3<sup>rd</sup> floor will now be locked. Badged employees and commissioners will continue to have access. Visitors will now be escorted to the 3<sup>rd</sup> floor.
- COS had a significant fuel spill at the end of February due to a vehicle accident during a snowstorm late at night, twenty-two hundred gallons spilled. COS immediately reported the spill to the appropriate agencies and began cleanup.
- The Airport's parking membership program, ParkCOS, is now live and selling memberships. Travelers can choose individual or household memberships in either long-term parking or valet parking.
- “flyTunes” will feature live performances from local artists year-round. COS has received 150 applications. The artists performing will be located on the public side by the fireplace.
- Director Phillips will attend the 96<sup>th</sup> Annual American Association of Airport Executives (AAAE) Conference in Nashville, April 28<sup>th</sup> – May 1<sup>st</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 4:16 PM.

**The next meeting date is Wednesday, May 22, 2024**





**COLORADO SPRINGS  
AIRPORT**

Colorado's small airport

**MINUTES**

**Airport Advisory Commission**

**Wednesday, May 22, 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  
Mark Volcheff – Commissioner (via TEAMS)  
Al Peterson – Commissioner  
George Mentz – Commissioner (via TEAMS)  
John Eastman – Commissioner

**VOTING**

**COMMISSIONERS ABSENT:**

**NON-VOTING**

**MEMBERS PRESENT:**

Dan Roehrs – Alternate Commissioner (via TEAMS)  
County Commissioner Longinos Gonzalez, Jr. – Liaison  
Commissioner (via TEAMS)  
County Commissioner Stan VanderWerf – Liaison  
Commissioner  
Dave Elliot – Meadow Lake Airport Liaison

**NON-VOTING**

**MEMBERS ABSENT:**

Randy Helms – City Council Representative  
Brian Risley – City Council Representative

**CITY STAFF PRESENT:**

Greg Phillips – Director of Aviation  
David Andrews – Senior Attorney  
Jennifer Cook – Executive Assistant  
Dana Jackson – Properties Manager  
Deanna Stoddard – Design and Construction Manager  
Joe Nevill – Air Service Development Manager  
Steve Hedden – Finance & Properties Manager  
Chris Padilla – Senior Airport Planner  
Ivette Rentas – Airport Customer Relations Coordinator  
(via TEAMS)

**GUESTS PRESENT:**

Bob Sedlacek, Hudson  
Uyen Le, Hudson  
Mike Petersen, Hudson  
Dan McLeod, Hudson  
Jeff Craig, jetCenters of Colorado  
Kelly Frontczak, jetCenters of Colorado  
Amy Kelley, USAFA  
Other attendees via phone were unknown

**I. MEETING CALLED TO ORDER at 3:02 PM MAY 22, 2024, by CHAIRMAN BUCKLEY**

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

Vice Chairman Ruehl made a motion to approve the April 24, 2024 meeting minutes. Commissioner Eastman seconded.

Discussion: None

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

**III. COMMUNICATIONS**

- None

**IV. PUBLIC COMMENT**

- None

**V. NEW BUSINESS AND REPORT ITEMS**

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

Chris Padilla presented six (6) Land Use Items.

Commissioner Mientka made a motion to recommend approval of Land Use Items #1, #2, #3, #4, #5, and #6 as presented by airport staff. Commissioner Peterson seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 7 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 – COS submitted scope and fee for full design to TSA. Scope and fee identified by allocable and non-allocable costs. Once next OTA signed, design efforts can commence. Signing the OTA does not commit COS to moving forward.

- Milton E. Proby Parkway Rehabilitation – Preliminary Plans and GEC received 5/2 in review. Design page turn review held 5/17. Additional coordination meetings for SWENT input, site walks being scheduled.
  - RAC Drainage Repair – Task Order Executed 5/14. Ongoing coordination with City and FEMA.
  - Master Parking and Signage Plan – Scoping meeting with COS staff held 4/22. Revised scope received 5/14 in review.
  - New Security Screening Lane Addition - Task Order in circulation for execution. Any changes require TSA review and approval. Further design and construction plans required to build.
  - Oversize Babbage Handling System – TSA equipment installed; ongoing coordination for network and controls integration (“handshake”). Stakeholder training for east line 5/29-5/31; Go Live 6/3. West conveyance line assembly moving along well. West Dog House impacts to UA being coordinated.
  - Concourse Modernization (construction) – Gate 6 and Lounge Area construction underway. Demolition of existing lounge, north restrooms, Gate 8. Scheduling, procurement, and coordination ongoing
  - TW Alpha Phase I – Notice of Award for Entitlement portion only. Remaining awards contingent upon FAA funding. Pre-construction kickoff meeting held 5/7.
  - Terminal Roof Upgrade – Bid package being developed. Anticipate procurement in May or June with summer construction.
  - Federal Inspection (FIS)/User Fee Facility (UFF) - Notice of award for pre-construction services issued 5/7/24. CBP Staff from Denver and Washington DC on site. Awaiting layout approval and design completion.
- **Traffic Trend Report**
    - Airline data analysis presented by Greg Phillips.
    - The Colorado Springs Airport (COS) saw a total of 194,004 passengers travel through the terminal, which represents a 15.4 percent increase from last April.
    - Enplanements were up by 15.6 percent year-over-year, with 97,293 travelers boarding a plane out of COS in April.
    - COS saw a 10.2 percent YOY increase of seats available in April, totaling 118,774 seats for the month.
    - COS will see an array of new air service this summer, including Avelo Airlines Hollywood-Burbank/Los Angeles (BUR) nonstop flight, Sun Country Airlines, and Delta Air Lines nonstop flights to Minneapolis/St. Paul (MSP), and on June 4, Southwest Airlines will initiate nonstop service to Baltimore/Washington (BWI). In addition, Delta will launch a second daily nonstop service to Atlanta (ATL) starting in July.
    - Southwest will exit the Long Beach market on August 5, 2024.
- **COS Financial Report**
    - COS financial report presented by Steve Hedden.
- **Airport Business Development Report**
    - Airport business development report presented by Dana Jackson.

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

- Southwest Airlines will launch nonstop service to Baltimore/Washington (BWI) on Tuesday, June 4, 2024. The inaugural flight departs at 10:00 AM, with the program beginning at 8:30 AM.
- Director Phillips spoke to the Runway Safety Action Team (RSAT) which had their annual virtual meeting with airports, users, and the FAA on April 18, 2024.
- COS had its annual Federal Aviation Administration (FAA) certification inspection on May 3, 2024. COS did very well. One of the two items noted was an FAA item and the other was COS's overseeing of fueling records kept by the FBOs and others.
- Hudson's pre-security store, The Atrium, has opened.
- Director Phillips provided each Commissioner with a copy of the City Council's Report to the Citizens, April 1, 2023, to March 31, 2024.
- Colorado Springs was voted 3<sup>rd</sup> best place to live in the latest edition of the U.S. News & World Report.
- On Thursday, May 16, 2024, the President signed into law: H.R. 3935, the "FAA Reauthorization Act of 2024," which reauthorizes the Federal Aviation Administration and related revenue authorities through September 30, 2028; and reauthorizes the National Transportation Safety Board through September 30, 2028. Two negative overcomes include the defunding of the TSA Law Enforcement Officer (LEO) reimbursement program and the K-9 reimbursement program.
- Our two new programs flyTunes and ParkCOS are doing very well.
- The search for Assistant Director for Business Administration has narrowed. Six candidates to be interviewed virtually then in-person interviews will follow with the top candidates coming here to COS.
- Director Phillips recently attended the JumpStart Air Service Development Conference in Washington, DC, before departing early to attend the inaugural Eno AirMAX Transportation and Aviation Infrastructure panel at Denver International Airport.

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

- None

**VI. OTHER BUSINESS**

- None

**VII. COMMISSION MEMBERS' COMMENTS**

- Dave Elliot announced that Meadow Lake Airport will have a mini open house, pancake breakfast, and Boy Scout cook-out on Saturday, June 1st, to showcase member airplanes.
- El Paso County Commissioner Stan VanderWerf spoke to the El Paso County Fair (July 13 – July 20), the county reaching the highest bond rating for a public agency, AA+, and county Mill Levy.

**VIII. CHAIRMAN'S COMMENTS**

- Chairman Buckley asks that all needs or requests of airport staff from the Commissioners go through him to be passed on.

**IX. ADJOURNMENT**

- Chairman Buckley adjourned the meeting at 4:19 PM.

**The next meeting date is Wednesday, June 26, 2024**