MEETING AGENDA
CITIZENS’ TRANSPORTATION ADVISORY BOARD
Meeting Date: Tuesday February 6, 2018 at 2:30 PM
Location: Transit Administration, 1015 Transit Dr. Large Conference Room

I. Call to Order/Establish Quorum/Introductions

II. Agenda Approval

III. Citizen Comment

IV. Approval of Summary
   December 5, 2017 Meeting Minutes
   Action: Recommendation

V. Consent Items (review/discuss if called off consent)
   January Reports
   A. Public Works Dashboard
   B. Transit Report
   C. PPRTA CAC Monthly Reports
   D. ATAC Report
   E. Airport Advisory Commission Report

   February Reports
   A. Public Works Dashboard
   B. Transit Report
   C. PPRTA CAC Monthly Reports
   D. ATAC Report (None-No January Meeting)
   E. Airport Advisory Commission Report (None)

VI. New Business
   A. None

VII. Old Business
   A. Old North End/Near North End Transportation Safety Improvements
      Action: Discussion

VIII. Staff and Board Members Communications

IX. Next Meeting Schedule and Topics

X. Adjournment

Definitions:
Presentation – the act of presenting information with Board discussion/clarification following, no formal decisions are to be made.
Briefing – a short summary 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 Date: Tuesday, December 5, 2017
Location: Transit Administration, 1015 Transit Dr. Large Conference Room

I. Call to Order/Establish Quorum/Introductions
   - Meeting was called to order at 2:33 pm

II. Agenda Approval
   - None

III. Citizen Comment Audience
   - None

IV. Approval of Minutes –
   - Action: Horst Richardson motion for approval of the October 3, 2017 and November 7, 2017 Meeting Summaries /Scott Barnhart second; Motion passed unanimously.

V. Consent Items (review/discuss if called off consent)
   A. Public Works Dashboard – Mr. Giola inquired about the high balance for Bike Tax funds. Ms. Brady explained there are projects underway that are not reflected in the balance yet.
   B. Transit Report
   C. PPRTA CAC Report
   D. ATAC Report
   E. Airport Advisory Commission Report – No Report

VI. New Business
   A. 2018 Missing Sidewalk Program
      - Mr. Ryan Phipps provided an overview of the City’s Missing Sidewalk Program which is funded by multiple PPRTA funding sources. Over 150 projects have been constructed over the past 4 years. Mr. Phipps discussed the planned projects for 2018 which the Active Transportation Advisory Committee recommended the CTAB support.
      Action: Scott Barnhart motion /Tamara Dipner second; Motion passed unanimously.

   B. Bike Master Plan
      - Ms Kate Brady presented the Bike Master Plan presentation which will be an amendment to the Intermodal Transportation Plan. She reviewed the many different elements of the plan and its proposed recommendations to establish a vision and guidance to increase bike ridership in Colorado Springs. Mr. Curry inquired about the enforcement and education outreach elements of the plan. Mr. Barnhart inquired if there would be costs associated with the recommendation in the plan in which Ms. Brady clarified the plan doesn’t get to project specific details. Mr. Rick Villa requested the CTAB delay any actions on the Bike Master Plan. Ms. Janice Taylor opposes the shared space
Action: Horst Richardson motion “In the spirit to promote the joy of bicycling” to endorse the Bike Master Plan to City Council, with Board member comments/Scott Barnhart second; Motion passed unanimously. [CTAB Comments Attached]

C. ATAC New Appointees
- Ms Pamela Welch and Zak Kroger are recommended for voting membership of the ATAC with Nicholas Parton and Jon Teisher recommended as Alternates.
  Action: Motion by Tony Giola/Second by John Lauer; Motion passed unanimously.

D. Mountain Metro 2018 Transit Service Improvement Plan
- Mr. Brian Vitulli presented the Mountain Metro 2018 Transit Service Improvement Plan. This information is follow-up from the CTAB presentation from two months prior. Mr. Vitulli discussed the increases in funding to the Transit Budget and what the increases would be applied to. He also went over the planned service changes which includes additional Sunday service, frequency increases and new service. Implementation will be late April or early May.
  Action: information only.

E. Traffic Safety Commission
- Citizen Mr. Mike Lowery presented his proposal for a City Traffic Safety Commission. Mr. Lowery discussed the current process for requests to calm traffic on local streets and expressed his frustration how the public process allows users who don’t live along the roadway in question to influence staff and project implementation. Mr. Lowery went into the data collection and process used for the Alsace/7th Street Traffic Calming Project he was involved with. His proposal would establish a Traffic Safety Commission that would operate similar to the City Planning Commission and be made up of two Council members, two engineers, two police officers and a citizen volunteer. The presentation was cut a little short as the CTAB felt the proposal is contrary to public feedback that is important and necessary for the implementation of City sponsored projects.
  Action: information only.

VII. Old Business
- None

VIII. Staff and Board Members Communications
  - None

IX. Next Meeting Schedule and Topics
  - Old North End Neighborhood Update

X. Adjournment
  Meeting adjourned at 5:17 pm.
Bike Master Plan
Citizen Transport Advisory Board Comments and Responses
December 5, 2017 Meeting

There was a suggestion to include a report about military readiness in the Plan. The report cites a think tank’s conclusion that military readiness is tied to soldier fitness, which is tied to active transportation. 
*The City will consider incorporating this information into the Plan.*

A commenter liked the process, layout, and organization of the Plan. He requested larger maps. *Separate map files, which can be viewed larger, will be posted on the City’s webpage.* Additionally, *the Vision Map will be available on the webpage as a zoomable, interactive online map.*

A commenter felt that automated enforcement was out of the scope of this document. *The Police Department is comfortable with the Plan’s recommendations.*

There were Portland statistics about the breakdown of the general population into Interested but Concerned, etc. CTAB felt that changing that infographic to reflect national research would carry more weight than Portland. *This has been changed in the Plan.*

A commenter noted that they had heard from people in the community about how bikes break rules too. *The Plan addresses both bicycle and motorist education.*

An attendee asked how we measure the benefits, and that she didn’t think bikes belong on-street. *Recommendation 2.14 specifies pre- and post-studies of new bicycle projects; these studies will measure and document benefits and impacts.*
CONSENT

ITEMS
consistent consent items
*Encumbered - Funds have been obligated by contract or purchase order, but not paid.
GM - Indicates pending Grant Match commitment.
*Encumbered - Funds have been obligated by contract or purchase order, but not paid.
GM - Indicates pending Grant Match commitment.
City Engineering Projects as of November 30, 2017

*Encumbered* - Funds have been obligated by contract or purchase order, but not paid.

GM - Indicates pending Grant Match commitment.
Bike Tax Projects as of November 30, 2017

*Encumbered - Funds have been obligated by contract or purchase order, but not paid.
GM - Indicates pending Grant Match commitment.
DATE: December 21, 2017

TO: City of Colorado Springs Citizens' Transportation Advisory Board
   Pikes Peak Rural Transportation Authority Citizens' Advisory Committee
   Pikes Peak Rural Transportation Authority Board
   City of Colorado Springs Transit Passenger Advisory Committee

FROM: Brian Vitulli, Transit Planning Supervisor

SUBJECT: Monthly Mountain Metropolitan Transit (MMT) Update

Ridership figures have not been FTA audited.

I. SERVICES

Local Routes
Mountain Metropolitan Transit (MMT) local routes provided 253,708 one-way trips during November of 2017. Service ran 29 out of the 30 days in November (21 weekdays, 4 Saturdays, and 4 Sundays). Ridership in 2017 shows an increase of 0.61% as compared to the same month in 2016. Total ridership for November, 2016 was 252,168. The boardings-per-revenue-service-hour rate for November, 2017 is lower than it was in 2016, as MMT added service in November, 2017.

<table>
<thead>
<tr>
<th>Local Fixed-Route Ridership by Month</th>
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<tbody>
<tr>
<td>0</td>
</tr>
<tr>
<td>January</td>
</tr>
</tbody>
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Ridership Figures for November 2016 and November 2017:

<table>
<thead>
<tr>
<th>Service Type</th>
<th>November 2016</th>
<th>November 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekday Service — Ridership</td>
<td>223,738</td>
<td>213,332</td>
</tr>
<tr>
<td>Saturday Service — Ridership</td>
<td>20,002</td>
<td>20,188</td>
</tr>
<tr>
<td>Sunday Service — Ridership</td>
<td>8,428</td>
<td>11,760</td>
</tr>
<tr>
<td>Revenue Service Hours</td>
<td>12,741</td>
<td>13,915</td>
</tr>
<tr>
<td>Boardings per Revenue Service Hour</td>
<td>19.8</td>
<td>18.2</td>
</tr>
</tbody>
</table>
**ADA Service**

MMT's "Metro Mobility" (A.D.A.) service transported 16,385 passengers in November, 2017 which was a 20.18% increase compared to ridership from the same month in 2016. As with fixed-route, there were 29 service days in the month. It is MMT's policy to limit ADA-required service due to its high per-trip cost but to do so in compliance with ADA and FTA regulations.

<table>
<thead>
<tr>
<th></th>
<th>November, 2016</th>
<th>November, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekday Service – Ridership</td>
<td>13,046</td>
<td>15,451</td>
</tr>
<tr>
<td>Saturday Service – Ridership</td>
<td>432</td>
<td>650</td>
</tr>
<tr>
<td>Sunday Service – Ridership</td>
<td>156</td>
<td>128</td>
</tr>
<tr>
<td>Revenue Service Hours</td>
<td>6,067</td>
<td>6,026</td>
</tr>
<tr>
<td>Boardings per Revenue Service Hour</td>
<td>2.2</td>
<td>2.7</td>
</tr>
</tbody>
</table>

**Metro Mobility Ridership by Month**

- [Graph showing ridership by month from January to December for 2015, 2016, and 2017]

**Vanpools**

The Metro Rides Vanpool program had 24 vanpool vans operating during November and 146 total invoiced participants. There were 3,424 one-way trips reported, which is a 6.67% increase over ridership in November, 2016.

<table>
<thead>
<tr>
<th></th>
<th>November, 2016</th>
<th>November, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekdays – One-Way Trips</td>
<td>3,210</td>
<td>3,398</td>
</tr>
<tr>
<td>Saturdays – One-Way Trips</td>
<td>0</td>
<td>16</td>
</tr>
<tr>
<td>Sundays – One-Way Trips</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Revenue Service Hours</td>
<td>957</td>
<td>1,236</td>
</tr>
<tr>
<td>Riders per Revenue Service hour</td>
<td>3.4</td>
<td>2.8</td>
</tr>
</tbody>
</table>

**Metro Rides Vanpool Ridership by Month**

- [Graph showing ridership by month from January to December for 2015, 2016, and 2017]
II. PROJECTS

The Spring 2018 Service Change proposal was released to the public in late December. Funding for the 2018 improvements includes $1.4 million in PPRTA budget revenues and additional City General Fund dollars. The proposed alternatives for 2018 include off-peak service improvements; weekday frequency increases; and new service. Details for the Spring 2018 service change are shown below:

Off-Peak Service Improvements
• Route 3: Increase Saturday frequency to 30 minutes
• Route 1: Increase Saturday frequency to 30 minutes
• Route 32: Add 60-minute Saturday service
• Route 10: Add 60-minute Sunday service
• Route 19: Add 60-minute Sunday service

* No new fixed-route vehicles are needed.

Public meetings are scheduled for:

Tuesday, January 23, 2018 – 9:00 to 10:00 AM and 12:00 to 1:00 PM
City Hall, Council Chambers

Wednesday, January 24, 2018 – 5:30 to 6:30 PM
YMCA of the Pikes Peak Region
Southeast Family Armed Services Center
2190 Jet Wing Drive, 80916

Implementation of approved services will occur on Sunday, April 29, 2018.
1. Call to Order
Chair Jim Godfrey established a quorum, read the objectives of the Committee, and called the meeting to order at 1:31 p.m.

2. Approval of the Agenda
Mr. Reb Williams made a motion to approve the agenda with the addition of time 6B City of Colorado Springs Line Item Transfer, seconded by Ms. Joan Lucia-Treese. The motion carried unanimously.

3. Public Comment
There were none.

4. Approval of Minutes from the November 1, 2017 Regular Meeting
Ms. Lucia-Treese made a motion to approve the November 1, 2017 meeting minutes, seconded by Mr. Tony Gioia. The motion carried.

5. Financial Reports
A. Monthly Financial Reports
Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, provided the monthly financial report. In September, PPRTA received $8.25 million compared to a monthly budget of $9.1 million. The PPRTA annual sales and use taxes are still above budget by $190,367 year-to-date.

6. 2017 Capital, Maintenance, and Public Transportation Contracts
A. City of Colorado Springs
The City of Colorado Springs requested a positive recommendation for the following contracts:
   1) C&L Water Solutions, Maintenance PPRTA II, Roadway Maintenance: $30,420.00
   2) C&L Water Solutions, Maintenance PPRTA II, Roadway Maintenance: $197,956.00
   3) Insituform Technologies, LLC, Capital/Maintenance PPRTA II, Roadway Maintenance: $830,483.00
   4) Brightlands Tech Inc., Capital/Maintenance PPRTA II, Roadway Maintenance: $200,000.00
   5) Ennis Pain, Maintenance PPRTA II, Roadway Maintenance: $200,000.00
   6) Potters Industries, LLC, Maintenance PPRTA II, Roadway Maintenance: $200,000.00
   7) Swarco Reflex, LLC, Maintenance PPRTA II, Roadway Maintenance: $200,000.00
   8) Kraemer, Capital PPRTA II, Academy over Cottonwood Bridge Project: $6,455,180.56
   9) Land Title Guarantee Company, Capital PPRTA II, Dublin Boulevard Widening: $136,300.00
   10) Blue Ridge Const., Capital PPRTA II, Pikes Greenway: $1,168,320.50 Total, $768,320.50 PPRTA, $400,000 other
   11) N/A, Capital PPRTA II, Annual Contract Renewals, Varies
Mr. Gioia made a motion to bifurcate contracts 1-9 and 11 versus contract 10 subject to additional information, seconded by Mr. Brian Wess. The motion carried. Mr. Barnhart recused himself. The City of Colorado Springs provided additional information on contract #10. Mr. Gioia made a motion to recommend approval of all contracts as presented, seconded by Mr. Tom Vierzba. The motion carried.

B. City of Colorado Springs Line Item Transfer
The City of Colorado Springs requested recommendation of a line item transfer for initial planning and coordination work that was needed to start the Union Pacific RR; Nevada and Tejon Crossing Reconstruction Project and pursue federal funding opportunities in the amount of $32,190 for 2017. The 2018 PPRTA proposed budget includes $1,097,507. Mr. Williams made a motion to recommend approval of the line item transfer as presented, seconded by Mr. Gioia. The motion carried unanimously.

7. Member Governments and Other Reports
A. City of Colorado Springs Transit Services Monthly Update
Mr. Brian Vitulli, Transit Planning Supervisor, provided the monthly update, including ridership statistics and agency updates.

B. Declaring 2018 and 2019 as the Two Budget Years to Dedicate Revenues in Excess of Budget for the I-25 Gap Project
Mr. Rick Sonnenberg, PPRTA Programs and Contracts Manager, explained that the recently approved PPRTA ballot language for PPRTA’s local contribution to CDOT’s I-25 Gap project mentions a dollar figure of $10,000,000, but did not include a time frame. Ms. Cindy Tompkins made a motion to recommend adding a sentence/footnote in the 2018 budget designating 2018 and 2019 the anticipated years for dedicating capital revenues in excess of the budget for financially assisting CDOT with the cost of the I-25 Gap project. Mr. Brian Wess seconded the motion. The motion carried unanimously.

C. City of Colorado Springs Request to revise Board Policy #12
The City of Colorado Springs requested the Cottonwood Creek Bridge Replacement project be added to PPRTA Policy #12 as follows: “For City of Colorado Springs contract #T008485 with Kraemer North America. Construction for the Academy over Cottonwood Creek Bridge projects, the change order limit, which does not need PPRTA board approval, is raised to $100,000 on an individual change order basis, with a 10% aggregate basis on the contract. This constitutes a waiver to the Comprehensive IGA between the PPRTA and City of Colorado Springs”. Ms. Cheryl Everitt moved to recommend approval of the request as presented, seconded by Mr. Lawrence Tobias. The motion carried unanimously.

D. CDOT Update of I-25 Gap Project and Other Projects
Ms. Karen Rowe, CDOT Region 2, shared details regarding the I-25 Gap project. Committee members expressed concerns with the proposed toll lane and how the public process was handled.

E. City of Colorado Springs: 2C Projects Update
Mr. Corey Farkas presented highlights of the 2C initiative for 2017.

F. City of Colorado Springs Monthly Change Order and Property Acquisition Report
This was an information item.

8. Administrative Actions and Reports
A. Report of Recent Board Actions
This was an information item.

B. Appointment/Reappointment Process for Citizen Advisory Committee
This was an information item.
C. Election of CAC Officers
This was an information item.

D. Quarterly Reports from Member Governments
This was an information item.

10. Agenda Topics for Next Meeting
There were none.

11. Communications
There were none.

12. Adjournment
Mr. Godfrey adjourned the meeting at 4:05 p.m.

<table>
<thead>
<tr>
<th>Present</th>
<th>Name</th>
<th>Agency/Affiliation</th>
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<tbody>
<tr>
<td>X</td>
<td>Mr. Scott Barnhart</td>
<td>Colorado Springs CTAB</td>
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<tr>
<td>X</td>
<td>Mr. Tony Gioia</td>
<td>Colorado Springs CTAB</td>
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<td></td>
<td>Mr. Kyle Blakely</td>
<td>Colorado Springs CTAB</td>
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<tr>
<td>X</td>
<td>Ms. Joan Lucia-Treese</td>
<td>Town of Ramah</td>
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<tr>
<td>X</td>
<td>Mr. Ed Dills</td>
<td>El Paso County (HAC)</td>
</tr>
<tr>
<td>X</td>
<td>Mr. Richard Williams, 1st Vice Chair</td>
<td>Town of Green Mountain Falls</td>
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<tr>
<td>X</td>
<td>Ms. Cindy Tompkins</td>
<td>Town of Ramah</td>
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<tr>
<td>X</td>
<td>Mr. Brian Wess (arrived at 1:45 p.m.)</td>
<td>Citizen-At-Large</td>
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<tr>
<td>X</td>
<td>Ms. Patti Akkola</td>
<td>City of Manitou Springs</td>
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<td>X</td>
<td>Mr. Jim Godfrey, Chair</td>
<td>Citizen-At-Large</td>
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<td>X</td>
<td>Mr. Thomas Vierzba, 2nd Vice Chair</td>
<td>Citizen-At-Large</td>
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<td>X</td>
<td>Mr. Gene Bray</td>
<td>Citizen-At-Large</td>
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<td>X</td>
<td>Mr. Jake Michel</td>
<td>Citizen-At-Large-Alternate</td>
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<td>Mr. Tom Rogers</td>
<td>Citizen-At-Large-Alternate</td>
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<tr>
<td>X</td>
<td>Mr. David Chesnutt (Left at 3:45)</td>
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<tr>
<td>X</td>
<td>Mr. Rick Hoover</td>
<td>Citizen-At-Large-Alternate</td>
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<tr>
<td>X</td>
<td>Ms. Cheryl Everitt</td>
<td>EPC HAC</td>
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<tr>
<td>X</td>
<td>Mr. Lawrence Tobias</td>
<td>EPC HAC</td>
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<tr>
<td>X</td>
<td>Mr. Rick Sonnenburg</td>
<td>PPRTA Program/Contracts Manager</td>
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<tr>
<td>X</td>
<td>Ms. Beverly Majewski</td>
<td>PPRTA Financial Manager</td>
</tr>
<tr>
<td>X</td>
<td>Staff of Member Governments and Citizens</td>
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SUMMARY OF ATAC MEETING
DECEMBER 19, 2017
CITY ADMINISTRATION BUILDING, ROOM 102

Members present: Aubrey Day, Mark Hopewell, Jim Ramsey, Horst Richardson, Stephanie Surch, Pam Welch, and alternates Nick Parton and JT Teisher

Chair Jim Ramsey called the meeting to order at 5:05 p.m. Introduction of new members.
Public Comments: 9 citizens in attendance. Comments on Legacy Loop, new members encouraged to acquaint themselves with city council -

Approval of last meeting summary -

New Business - Transportation Professional Troy Russ gave a foundational and educational presentation on the art of implementing complete streets into an active community. He cited examples from other communities and Old Colorado City to give ATAC members a sense of perspective. How can complete streets address the benefits of walking and biking? Need for community input.

Old Business - Carlos Perez continued his previous discussion with ATAC on Military Readiness and Active Transportation. He is working on a resolution for City Council promoting physical fitness through active transportation in a walkable and bikeable city. A healthy community is important to society. More discussion forthcoming at next meeting.

Staff and ATAC communications - Kate Brady introduced her intern Anjie. Member Stephanie Surch expressed concern that her comments from the previous meeting regarding the Bike Master Plan were not properly incorporated in the minutes to CTAB. Motion was introduced by Aubrey Day to reflect Stephanie’s concern in Jessica Field’s report. Stephanie seconded the motion.

Meeting adjourned at 7:12 p.m.

Respectfully submitted - Horst Richardson
MINUTES
Airport Advisory Commission
Wednesday, December 20, 2017
3:00PM – 5:00PM
Colorado Springs Airport, Conference Room B

COMMISSIONERS PRESENT: Andi Biancur – Chairman
John Maier – Vice Chairman
Hal Ellis
Bill Nichols
David L. Couch
Aaron Wood

COMMISSIONERS ABSENT: Jason Harris

NON-VOTING MEMBERS PRESENT: Chic Myers – Alternate Commissioner
Tamara Hunziker – Alternate Commissioner
Councilor Yolanda Avila – City Council Representative
Councilor Andy Pico – City Council Representative
County Commissioner Peggy Littleton – Liaison Commissioner
County Commissioner Stan VanderWerf – Liaison Commissioner

NON-VOTING MEMBERS ABSENT: None

CITY STAFF PRESENT: Greg Phillips – Director of Aviation
Michael Gendill – Legal Advisor
Jennifer Harwig – Corporate Outreach Specialist

GUESTS PRESENT: Troy Stover – Assistant Director of Aviation, COS
Wayne Heilman – The Gazette
John Schulz – Air Service Development Manager, COS
Mike Boyd – Boyd Group International
Stephen Hughes – Analyst, COS
Tony Buckley – JetCenter
Bob Sediacek – Paradies
Patsy Buchwald – Paradies
Kevin Keith – Aviation Planner, COS
Chris Touch – Construction Manager, COS
Brett Miller – Assistant Director of Aviation, COS
Aidan Ryan – Marketing & Communications Manager, COS
Mary Beth Burichin – Marketing and Advertising Specialist, COS
Kristine Andrews – Environmental Health & Project Specialist, COS
Radhika Jablonski – Accounting Supervisor, COS
June Waller – CTAB (arrived later)

The next meeting date is Wednesday, January 24, 2018
I. APPROVAL OF THE NOVEMBER 15, 2017 MINUTES

Commissioner Ellis made a motion to accept minutes from the November 15, 2017 meeting and Commissioner Nichols seconded. Unanimous vote.

II. INTRODUCTION OF GUESTS

III. PUBLIC COMMENT

- Patsy Buchwald stated Paradies reached a milestone of $3M in sales and Bob Sedlacek was recognized as Manager of the Year for Division 4.
- Bob Sedlacek expressed his appreciation for the tremendous support of the Toys for Tots Toy Drive this Christmas season.

IV. NEW BUSINESS

A. Land Use Review – Kristine Andrews

Airport staff reviewed and discussed eleven (11) new land use items in December 2017: eight (8) items in the City and three (3) in the County.

There was a brief discussion of the pending items listed below. Airport staff met with the applicant/engineer on December 19th to discuss the Waterview Sketch Plan. Items discussed included potential mitigation measures for the future approach lighting system and potentially locating residential outside the APZ-2 or make sure it is lower density. Airport Activity Notice including language on lighting to be placed on recorded development plan/plat.

PENDING OBJECTED ITEMS (Meeting with Applicant/Developer scheduled for Dec. 19
- SKP-16-002 – 2ND REVIEW, RESIDENTIAL/COMMERCIAL PLAN AMENDMENT Nina Ruiz (reviewed in November 2017).
- SP-17-010, P-17-006, RESIDENTIAL PRELIMINARY PLAN AND REZONE Nina Ruiz (reviewed in November 2017).

Commissioner Nichols made a motion to accept Airport staff’s no objection recommendation on all items. The motion was seconded by Commissioner Couch. Unanimous vote.

V. STAFF REPORTS

A. Design and Construction – Chris Touch

- Rehabilitate Taxiways G & Terminal Connectors Phase 2 (Design) – Design is 90% complete and is scheduled to complete in February, 2018. Anticipate invitation for bid 2Q, 2018. Pending FAA direction.
- Chiller #1 Replacement – Is in solicitation for bid. Construction is anticipated to begin January, 2018 and complete NLT March 31, 2018.
- West Side Lav – Will resolicit informally and construction is anticipated to begin February, 2018 and complete May, 2018.
- Reconstruct Twy N & P & rehab Twy H – In winter shutdown. Construction is anticipated to resume March/April 2018 on Taxiway P.

B. Finance and Administration

Traffic Report(s): November 2017 – Radhika Jablonski
A summary of passenger enplanements, seats and load factors for each airline was provided, along with a summary of aircraft operations. All monthly Traffic Reports are available at https://www.flycos.com/monthly-traffic-reports.

Finance Report(s): November 2017 – Tom Roisum
Summaries of Total Revenues and Expenses for the month of November were provided and reviewed for questions.
Greg Phillips stated Brett Miller was selected as the permanent Assistant Director of Aviation for Operations and Maintenance.

- Operations/Maintenance – Brett Miller
  - The new Attendant Supervisor is Robert Unpingco. The attendants’ hours have been extended to cover up to midnight, 7 days a week.
  - Year-end statistics
    - Operations: 109 medicals, 30 alerts on the airfield, 39 diversion events with 147 aircraft
    - Badging: issued over 1,200 badges
    - Maintenance: over 250 hours on snow equipment, 38 tons of crack seal, sprayed over 6,500 gallons of paint and mowed over 18,000 acres
  - Operations and Maintenance are going into the new year 100% staffed.

- Director’s Updates – Greg Phillips
  - Congratulations to Chic Myers on his recent appointment to the Colorado Aeronautical Board.
  - The new Marketing and Communications Manager is Aidan Ryan and her first day was December 18th.
  - Stephen Hughes is the new Air Service Analyst recently hired and will report to John Schulz.
  - The Boyd Group International was selected as the COS Air Service Consultant. Mike Boyd spoke briefly about the changing airline industry and supporting COS.
  - Thank you to City Council and the LART Committee for approving $150,000 toward Airport Marketing for 2018.
  - The 50% off long term parking promotion will end December 31st and numbers are forthcoming.
  - Mary Beth Burich briefed the Commission on the Paws for COS dog therapy program with a soft launch the week of Christmas and a full rollout in February.
  - Bob Sedlacek with Paradies discussed a recent table signing event with Paralympic athletes that were flying out of COS.
  - On January 19th, there will be a Manager/Supervisor Retreat at the Center for Creative Leadership.
  - Pat Bowman with the Properties group and an airport employee for 6 years was recognized as the 2017 Employee of the Year for his hard work and dedication to the Airport.
  - Holiday Season Events:
    - Employee Annual Staff Luncheon was Dec 6th
    - Airport Ambassador’s Appreciation Evening was Dec 7th
    - jetCenter held a holiday party on Dec 8th
    - United Airlines Fantasy Flight event was Dec 9th
    - American Airlines Snowball Express was Dec 9th
    - Hot Cocoa with Mayor and Janet Suthers on Dec 21st at 6am

- Air Service Updates – John Schulz
  - Headquarters meeting with American Airlines was held on Dec 18th.
  - There were discussions on Charlotte as a possibility while the new Chicago route is doing well.
  - Next headquarters meeting is with United in Chicago on January 26th.
  - The Business Survey was completed on Dec 11th and a summary is forthcoming.

- Business Updates – Troy Stover
  - Peak Innovation Park – COS met with the FAA regarding new environmental plans and assessments.
  - The FedEx project is closing on January 18th and will net the Airport >$1M.
  - The Sierra Nevada Corporation (SNC) have verbally agreed to construct another 60,000 sq. ft. hangar located NW of the recently completed hangar. Estimated time for the certificate of occupancy is August 1, 2018.

VI. OTHER BUSINESS

- Vice Chairman Maier had a question for Mike Boyd – What is the biggest challenge for air service at COS? Mike Boyd responded that we must open additional capacity then additional markets. Also, keeping Frontier planes full so they bring more flights (care and feeding of Frontier).
- Councilor Avila expressed her concern for her district where unemployment is 2-3 times higher than the rest of the city and how can the Airport help bring that number down. Greg Phillips spoke about the possibilities of bringing in workforce opportunities such as an Airframe & Powerplant (A&P) school and other ways to promote the aviation industry. The Business Park, in addition, is a development opportunity with valuable property.
• Wayne Heilman from the Gazette inquired about bus service to the Airport. Councilor Avila stated that transit is important for the southeast district, a core service and is an investment in the community.
• County Commissioner VanderWerf shared the Unmanned Aircraft Services contract that El Paso County established has interest from Teller County and Colorado Springs Utilities.
• County Commissioner VanderWerf talked about the high tech space and aviation related industries as a possible tenant in the Business Park.
• On January 26th, the State Legislature is naming the Fillmore Bridge after Don Stratton who is one of 4 remaining survivors of the USS Arizona and was the Antiaircraft Controller on duty the day of the attack on Pearl Harbor, according to County Commissioner VanderWerf.

VII. COMMISSIONERS' COMMENTS

• None.

VIII. CHAIRMAN'S COMMENTS

• Chairman Biancur asked the Commissioners to review a conflict of interest statement for signature. Michael Gendill shared the ethics code had many revisions in 2016, and he'll review those at the January Airport Advisory Commission meeting.

IX. ADJOURNMENT

Vice Chairman Maier made a motion to adjourn and was seconded by Commissioner Ellis. Unanimous vote. The meeting was adjourned at 4:34pm.
Fund Status as of December 31, 2017

Bike Tax Fund (ANNUAL)

Traffic Engineering General Fund

City Engineering General Fund

*Encumbered - Funds have been obligated by contract or purchase order, but not paid.
GM - Indicates pending Grant Match commitment.
*Encumbered - Funds have been obligated by contract or purchase order, but not paid.
GM - Indicates pending Grant Match commitment.
City Engineering Projects as of December 31, 2017

- Encumbered - Funds have been obligated by contract or purchase order, but not paid.
- GM - Indicates pending Grant Match commitment.
Bike Tax Projects as of December 31, 2017

*Encumbered - Funds have been obligated by contract or purchase order, but not paid.
GM - Indicates pending Grant Match commitment.
DATE: January 17, 2018

TO: City of Colorado Springs Citizens' Transportation Advisory Board
Pikes Peak Rural Transportation Authority Citizens' Advisory Committee
Pikes Peak Rural Transportation Authority Board
City of Colorado Springs Transit Passenger Advisory Committee

FROM: Brian Vitulli, Transit Planning Supervisor

SUBJECT: Monthly Mountain Metropolitan Transit (MMT) Update

Ridership figures have not been FTA audited.

I. SERVICES

Local Routes
Mountain Metropolitan Transit (MMT) local routes provided 247,465 one-way trips during December of 2017. Service ran 30 out of the 31 days in December (20 weekdays, 5 Saturdays, and 5 Sundays). Ridership in 2017 shows an increase of 2.11% as compared to the same month in 2016. Total ridership for December, 2016 was 242,343. The boardings-per-revenue-service-hour rate for December, 2017 is the same as it was in December, 2016.

<table>
<thead>
<tr>
<th>Service Type</th>
<th>December, 2016</th>
<th>December, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekday Service – Ridership</td>
<td>214,432</td>
<td>193,719</td>
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<tr>
<td>Saturday Service – Ridership</td>
<td>21,208</td>
<td>26,873</td>
</tr>
<tr>
<td>Sunday Service – Ridership</td>
<td>6,703</td>
<td>11,576</td>
</tr>
<tr>
<td>Revenue Service Hours</td>
<td>13,464</td>
<td>13,731</td>
</tr>
<tr>
<td>Boardings per Revenue Service Hour</td>
<td>18.0</td>
<td>18.0</td>
</tr>
</tbody>
</table>

Local Fixed-Route Ridership by Month

[Chart showing local fixed-route ridership by month for 2015, 2016, and 2017.]
**ADA Service**

MMT's "Metro Mobility" (A.D.A.) service transported 15,508 passengers in December, 2017 which was a 12.17% increase compared to ridership from the same month in 2016. As with fixed-route, there were 30 service days in the month. It is MMT's policy to limit ADA-required service due to its high per-trip cost but to do so in compliance with ADA and FTA regulations.

<table>
<thead>
<tr>
<th></th>
<th>December, 2016</th>
<th>December, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekday Service – Ridership</td>
<td>12,578</td>
<td>14,323</td>
</tr>
<tr>
<td>Saturday Service – Ridership</td>
<td>611</td>
<td>822</td>
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<tr>
<td>Sunday Service – Ridership</td>
<td>125</td>
<td>363</td>
</tr>
<tr>
<td>Revenue Service Hours</td>
<td>5,969</td>
<td>5,717</td>
</tr>
<tr>
<td>Boardings per Revenue Service Hour</td>
<td>2.2</td>
<td>2.7</td>
</tr>
</tbody>
</table>

**Vanpools**

The Metro Rides Vanpool program had 23 vanpool vans operating during December and 143 total invoiced participants. There were 3,106 one-way trips reported, which is a 6.77% increase over ridership in December, 2016.

<table>
<thead>
<tr>
<th></th>
<th>December, 2016</th>
<th>December, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekdays – One-Way Trips</td>
<td>2,909</td>
<td>3,094</td>
</tr>
<tr>
<td>Saturdays – One-Way Trips</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Sundays – One-Way Trips</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Revenue Service Hours</td>
<td>940</td>
<td>1,110</td>
</tr>
<tr>
<td>Riders per Revenue Service hour</td>
<td>3.1</td>
<td>2.8</td>
</tr>
</tbody>
</table>
II. PROJECTS

Spring 2018 Service Change:

The Spring 2018 Service Change proposal was released to the public in late December. Funding for the 2018 improvements includes $1.4 million in PPRTA budget revenues and additional City General Fund dollars. The proposed alternatives for 2018 include off-peak service improvements; weekday frequency increases; and new service. Details for the Spring 2018 service change proposal are shown below:

Off-Peak Service Improvements
- Route 3: Increase Saturday frequency to 30 minutes
- Route 1: Increase Saturday frequency to 30 minutes
- Route 32: Add 60-minute Saturday service
- Route 10: Add 60-minute Sunday service
- Route 19: Add 60-minute Sunday service

Implementation – Sunday, April 29, 2018

Removal of Long-Term Detour
With the completion of the I-25/Cimarron Street interchange reconstruction, Route 4 will return to its original routing on Cimarron Street rather than Colorado Avenue.

Implementation – Sunday, April 29, 2018

Policy Change: Elimination of ADA Free Fixed-Route Fare
It is proposed to charge a half-fare ($0.85) to Metro Mobility customers using a fixed-route bus to improve equity by charging the same fare to all riders with a disability and by having all riders contribute, through a paid fare, to the cost of providing the service. The new fare will also retain the cost incentive for Metro Mobility-eligible customers to ride fixed-route buses whenever they are able.

Implementation – Sunday, September 30, 2018

Public meetings were held on:

Tuesday, January 23, 2018 – 9:00 to 10:00 AM and 12:00 to 1:00 PM
City Hall, Council Chambers (17 and 28 attendees, respectively)

Wednesday, January 24, 2018 – 5:30 to 6:30 PM
YMCA of the Pikes Peak Region (two attendees)
Southeast Family Armed Services Center
2190 Jet Wing Drive, 80916

The public comment period ended on Friday, January 26, 2018. Comments are being reviewed and a final recommendation will be made later in February.
1. **Call to Order**

Chair Jim Godfrey established a quorum, read the objectives of the Committee, and called the meeting to order at 1:31 p.m.

2. **Approval of the Agenda**

Mr. Reb Williams made a motion to approve the agenda, seconded by Mr. Tom Vierzba. *The motion carried unanimously.*

3. **Selection of Officers**

Ms. Cheryl Everitt made a motion to re-appoint current officers to another term: Mr. Jim Godfrey, Chair; Mr. Reb Williams, 1st Vice Chair; Mr. Tom Vierzba, 2nd Vice Chair. Mr. David Chestnutt seconded the motion. *The motion carried unanimously.*

4. **Public Comment**

There were none.

5. **Approval of Minutes from the December 6, 2017 Regular Meeting**

Mr. Tony Gioia made a motion to approve the December 6, 2017 meeting minutes, seconded by Mr. Tom Vierzba. *The motion carried unanimously.*

6. **Financial Reports**

   A. **Monthly Financial Reports**

Ms. Beverly Majewski, Pikes Peak RTA Financial Manager, provided the monthly financial report. In October, PPRTA received $8.6 million compared to a monthly budget of $8.8 million. The PPRTA annual sales and use taxes are still above budget by $15,634 year-to-date.

7. **2018 Capital, Maintenance, and Public Transportation Contracts**

   A. **City of Colorado Springs**

The City of Colorado Springs requested a positive recommendation for the following contracts:

1) Even-Preisser, Inc., Capital PPRTA II, Citywide Pedestrian and School/Neighborhood Transportation Improvements PH. I: $650,000.00

2) CP&Y, Capital PPRTA II, Academy over Cottonwood Bridge Rehabilitation: $166,638.00

3) Anderson Mason Dale Architects , Capital PPRTA II, Pikes Peak Greenway Southwest Downtown Pedestrian Bridge: $406,663.00

4) GE Johnson Construction Company, Capital PPRTA II, Pikes Peak Greenway- Southwest Downtown Pedestrian Bridge: $310,710.00

5) Pete Lien & Sons, Maintenance PPRTA II, PPRTA Concrete Maintenance: $200,000.00

6) DRX Enterprises, Maintenance PPRTA II, PPRTA Maintenance: Task Order $200,000.00/$2,000,000.00 per year
Mr. Vierzba moved to recommend approval of all the contracts as presented, seconded by Mr. Ed Dills. The motion carried unanimously.

8. Member Governments and Other Reports
   A. City of Colorado Springs Transit Services Monthly Update
      Mr. Brian Vitulli, Transit Planning Supervisor, provided the monthly update, including ridership statistics and agency updates.

   B. City of Colorado Springs Request to Spend Additional Capital Funds for Lights on I-25/Cimarron Interchange
      This item was removed from the agenda at the request of city staff.

   C. Maintenance of Effort Reports
      This was an information item.

   D. City of Colorado Springs Monthly Change order and Property Acquisition Report
      This was an information item.

9. Administrative Actions and Reports
   A. Report of Recent Board Actions
      This was an information item.

   B. Annual Report of CAC Activities
      Mr. Jim Godfrey presented the draft Annual Report of CAC activities. Mr. Ed Dills moved to recommend approval of the report as presented, seconded by Mr. Gioia. The motion carried unanimously.

   C. Draft Board Policy #29: Maintenance Contract Change Order Reporting
      Mr. Rick Sonnenburg, PPRTA Contracts/Program manager, presented the draft Board policy #29 which states “All member governments shall report to the CAC and Board on a monthly Log all change orders in excess of 25% which have occurred (after-the-fact) on Board-approved Maintenance contracts”. Mr. Reb Williams moved to recommend approval of the draft policy as presented, seconded by Mr. Brian Wess. The motion carried unanimously.

   D. Staff Field Review Report
      This was an information item.

10. Agenda Topics for Next Meeting
    There were none.

11. Communications
    Mr. Carlos Perez shared information about upcoming transportation-related events in the community.

12. Adjournment
    Mr. Godfrey adjourned the meeting at 2:22 p.m.

<table>
<thead>
<tr>
<th>Present</th>
<th>Name</th>
<th>Agency/Affiliation</th>
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<tbody>
<tr>
<td>X</td>
<td>Mr. Scott Barnhart</td>
<td>Colorado Springs CTAB</td>
</tr>
<tr>
<td>X</td>
<td>Mr. Tony Gioia</td>
<td>Colorado Springs CTAB</td>
</tr>
<tr>
<td>Present</td>
<td>Name</td>
<td>Agency/Affiliation</td>
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<tr>
<td>X</td>
<td>Mr. Kyle Blakely</td>
<td>Colorado Springs CTAB</td>
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<tr>
<td></td>
<td>Ms. Joan Lucia-Treese</td>
<td>Town of Ramah</td>
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<tr>
<td>X</td>
<td>Mr. Ed Dills</td>
<td>Alternate At-Large</td>
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<tr>
<td>X</td>
<td><strong>Mr. Richard Williams, 1st Vice Chair</strong></td>
<td>Town of Green Mountain Falls</td>
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<td></td>
<td>Ms. Cindy Tompkins</td>
<td>Town of Ramah</td>
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<tr>
<td>X</td>
<td>Mr. Brian Wess (arrived at 2:06 p.m.)</td>
<td>Citizen-At-Large</td>
</tr>
<tr>
<td>X</td>
<td>Ms. Patti Akkola</td>
<td>City of Manitou Springs</td>
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<tr>
<td>X</td>
<td><strong>Mr. Jim Godfrey, Chair</strong></td>
<td>Citizen-At-Large</td>
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<tr>
<td>X</td>
<td><strong>Mr. Thomas Vierzba, 2nd Vice Chair</strong></td>
<td>Citizen-At-Large</td>
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<tr>
<td></td>
<td>Mr. Gene Bray</td>
<td>Citizen-At-Large</td>
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<tr>
<td>X</td>
<td>Mr. Carlos Perez</td>
<td>Citizen-At-Large-Alternate</td>
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<tr>
<td>X</td>
<td>Mr. Tom Rogers</td>
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<tr>
<td>X</td>
<td>Mr. David Chesnutt</td>
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<td>X</td>
<td>Mr. Rick Hoover</td>
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<tr>
<td>X</td>
<td>Ms. Cheryl Everitt</td>
<td>EPC HAC</td>
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<tr>
<td>X</td>
<td>Mr. Lawrence Tobias</td>
<td>EPC HAC</td>
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<tr>
<td>X</td>
<td>Mr. Rick Sonnenburg</td>
<td>PPRTA Program/Contracts Manager</td>
</tr>
<tr>
<td>X</td>
<td>Ms. Beverly Majewski</td>
<td>PPRTA Financial Manager</td>
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<tr>
<td>X</td>
<td>Staff of Member Governments and Citizens</td>
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