



**COLORADO SPRINGS
AIRPORT**

**MINUTES
Airport Advisory Commission
Wednesday, November 15, 2017
3:00PM – 5:00PM
Colorado Springs Airport, Conference Room B**

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

COMMISSIONERS ABSENT: None

NON-VOTING MEMBERS PRESENT: Chic Myers – Alternate Commissioner
Councilor Yolanda Avila – City Council Representative
Councilor Andy Pico – City Council Representative

NON-VOTING MEMBERS ABSENT: Tamara Hunziker – Alternate Commissioner
County Commissioner Peggy Littleton – Liaison Commissioner
County Commissioner Stan VanderWerf – Liaison Commissioner

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

GUESTS PRESENT: Kristine Andrews – Environmental Health & Project Specialist, COS
Mary Beth Burichin – Marketing and Advertising Specialist, COS
Chris Touch – Construction Manager, COS
Kevin Keith – Aviation Planner, COS
Tom Roisum – Accounting Manager, COS
John Schulz – Air Service Development Manager, COS
Tony Buckley – jetCenter
Lori Arnold – jetCenter
Troy Stover – Assistant Director of Aviation, COS

The next meeting date is Wednesday, December 20, 2017

I. APPROVAL OF THE OCTOBER 25, 2017 MINUTES

Commissioner Ellis made a motion to accept minutes from the October 25, 2017 meeting and Commissioner Couch seconded. Unanimous vote.

II. INTRODUCTION OF GUESTS

III. PUBLIC COMMENT

- No comments.

IV. NEW BUSINESS

A. Land Use Review – Kristine Andrews

Airport staff reviewed and discussed ten (10) new land use items in November 2017: five (5) items in the City and five (5) in the County.

After detailed discussions regarding items #8 and #10, Vice Chairman Maier made a motion to accept Airport staff's no objection recommendation on items #1-7 and #9. The motion was seconded by Commissioner Harris.

Vice Chairman Maier made a motion to defer items #8 and #10 for future reconsideration pending changes recommended by the Commission. The motion was seconded by Commissioner Harris. Unanimous vote.

V. STAFF REPORTS

A. Design and Construction – Chris Touch

- Reconstruct Twy N & P & rehab Twy H – Twy N is scheduled to complete November 17, 2017. Construction is anticipated to resume March/April 2018 on Taxiway P with a 65 day period of performance.
- Wind Damage | Terminal Roof Replacement – Construction is scheduled to be completed December, 2017 weather permitting.
- Rehabilitate Taxiways G & Terminal Connectors Phase 2 (Design) – Design is 50% complete and is scheduled to complete in February, 2018. Anticipate invitation for bid 2Q, 2018. Pending FAA direction.
- Chiller #1 Replacement – Construction is anticipated to begin January, 2018 and complete NLT March 31, 2018.
- WestSide Lav – Will resolicit informally and construction is anticipated to begin February, 2018 and complete May, 2018.

B. Finance and Administration

Year-end airline metrics (see table below) – John Schulz

Year End 2Q17 Colorado Springs Airport Airline metrics

Airline	Destination	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Avg YTD LF	YE2Q17 Local Fare	YOY % Δ	Top 5 Beyond Revenue Markets
AA	DFW	80	81	82	83	89	88	89	85	\$164	5%	DCA, SAT, PHL, BWI, CLT
AA	ORD							82	82	N/A	N/A	DOW, KWI, AMM, DXB, SCL
AS	SEA	73	76	85	88	89	90	88	84	\$152	0%	ANC, FAI, PDX, GEG, RDM
DL	ATL	83	88	90	87	94	93	88	89	\$193	5%	ORF, STR, CHS, SAV, BWI
DL	SLC	81	83	86	82	88	90	90	86	\$183	4%	SEA, HNL, PDX, SMF, LAS
F9	IAD							86	86	N/A	N/A	Point to Point
F9	LAS	74	82	85	80	78	83	89	82	\$45	12%	Point to Point
F9	LAX						85	80	82	\$38	N/A	Point to Point
F9	MCO	79	84	85	82	90	93	85	86	\$71	N/A	Point to Point
F9	ORD						78	83	81	\$41	N/A	Point to Point
F9	PHX	85	89	92	88	91	91	89	89	\$39	N/A	Point to Point
F9	SAN							86	86	N/A	N/A	Point to Point
F9	SFO						76	81	79	\$40	N/A	Point to Point
G4	AZA	78	82	89	83	88	91	89	86	\$31	-30%	Point to Point
G4	LAS	74	73	87	77	83	85	84	81	\$41	-20%	Point to Point
UA	DEN	83	84	86	87	84	87	82	85	\$63	-1%	IAD, SFO, EWR, SAN, HNL
UA	IAH	84	85	85	86	88	87	89	86	\$241	10%	TPA, SAT, DCA, HSV, MCO
UA	LAX	66	65	71	68	71	83	83	72	\$205	1%	HNL, SAN, SBA, SFO, OGG
UA	ORD	82	85	86	88	90	88	83	83	\$260	3%	DCA, FRA, SYR, IAD, BWI

Green Load Factors >85% Red Load Factors <80%

Fares are one way excluding fees

Ordered by revenue F9 Competition

The traffic reports for October, November and December will be reviewed at the January, 2018 Airport Advisory Commission meeting.

Finance Report(s): October 2017 – Tom Roisum

Summaries of Total Revenues and Expenses for the month of October were provided and reviewed for questions.

C. Director's Report & Operations/Maintenance Report – Greg Phillips

Greg Phillips shared the Transportation Network Companies (TNC) Operations at the Colorado Springs Airport presentation. TNC's include taxis, shuttles, limos, Uber & Lyft. Since COS incorporated TNC operations by Lyft in December 2016 and Uber in February 2017, the percentage of total operations grew from 5% to 40% and have become the number one ground transportation providers at COS.

Kevin Keith, COS Aviation Planner discussed noise complaints and the Noise & Land Use Compatible Study (Part 150). Beginning in 1995, noise complaints were documented and tracked until the study was performed in 2000. After recommendations by the FAA and the purchase of outlying property, noise complaints on average declined and remain low.

- Director Updates
 - Boyd Group International was selected as the COS Air Service Consultant. The contract will be executed within the next 30 days.
 - The open position for the Marketing and Communications Manager is in the final interview stage.
 - Blakely + Company was selected as the marketing media buyer.
 - Assistant Director of Aviation interviews are upcoming following the phone screenings.
 - The Attendant Supervisor position will be filled soon and will be responsible for the cleaning crews on all 3 shifts.
 - The Marketing and Advertising Specialist position was filled by Mary Beth Burichin. The Clear Channel contract will be closed out in the near future as the advertising contracts are brought in house.
 - The Customer Service Coordinator position was filled by Amanda Guerin who recently left COS. The position is posted and the posting closes on the 19th.
 - A company working with the Convention and Visitors Bureau completed the FAA Part 107 waiver to fly a drone over COS and coordinated with leadership to obtain video footage of aircraft.
 - The parking promotion this year is 50% off long term parking and a coupon can be obtained at flycos.com.
 - Upcoming events
 - December 6th will be an Employee Annual Luncheon at the Radisson
 - December 7th will be an Airport Ambassador's Appreciation Evening at the National Museum of WWII Aviation

VI. OTHER BUSINESS

- None.

VII. COMMISSIONERS' COMMENTS

- None.

VIII. CHAIRMAN'S COMMENTS

- Chairman Biancur discussed a recent presentation by Jim Wheeler of the Global SuperTanker and the importance of spreading their message of the tankers aerial firefighting capabilities. They are still working toward approval from the U.S. Forest Service.

IX. ADJOURNMENT

Commissioner Harris made a motion to adjourn and was seconded by Commissioner Nichols. Unanimous vote. The meeting was adjourned at 4:40pm.