



**COLORADO SPRINGS  
AIRPORT**

**MINUTES  
Airport Advisory Commission  
Wednesday, May 23, 2018  
3:00PM – 5:00PM  
Colorado Springs Airport, East Terminal Unit**

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

**COMMISSIONERS ABSENT:** John Maier – Vice Chairman

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

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

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

**GUESTS PRESENT:** Bob Sedlacek – Paradies  
Chris Touch – Design & Construction Manager, COS  
Tom Roisum – Accounting Manager, COS  
Arlando Gilbert – RS&H  
Tabitha Albertson – Analyst, COS  
Kevin Keith – Aviation Planner, COS  
Aidan Ryan – Marketing & Communications Manager, COS  
Kristine Andrews – Environmental Health & Project Specialist, COS  
Stephen Hughes – Analyst, COS  
Troy Stover – Assistant Director of Aviation, COS  
Dave Williams – Colorado House of Representatives District 15  
Jacqueline Armendariz – Legislative Aide to Councilor Avila

**The next meeting date is Wednesday, June 27, 2018**

## **I. APPROVAL OF THE MARCH 28, 2018 MINUTES**

Commissioner Couch made a motion to accept minutes from the March 28, 2018 meeting and Commissioner Nichols seconded. Unanimous vote. (The April 25<sup>th</sup> Airport Advisory Commission Meeting was canceled due to the airport fire on April 16, 2018.)

## **II. INTRODUCTION OF GUESTS**

## **III. PUBLIC COMMENT**

- None.

## **IV. NEW BUSINESS**

### **A. Land Use Review – Kristine Andrews**

Airport staff reviewed and discussed nine (9) new land use items two (2) from April and seven (7) from May 2018: six (6) items in the City and three (3) in the County.

Commissioner Nichols made a motion to accept Airport staff's no objection recommendation on all (9) land use items. The motion was seconded by Commissioner Harris. Unanimous vote.

## **V. STAFF REPORTS**

### **A. Design and Construction – Chris Touch**

- Terminal Construction Fire Recovery – Bryan Construction has been sole sourced with a design/build contract to include demolition of all fire related damaged areas in the facility, rebuilding the 3rd floor administrative offices, Bristol/Novo restaurants and the back offices for United/SkyWest. Design for the public areas of floors 1 and 2 is in progress. An RFP for a general contractor for the reconstruction of floors 1 and 2 is expected to advertise early/mid-June. Construction of the 2nd floor public areas is scheduled to begin July, 2018 and complete November 15, 2018.

Discussion on the April 16, 2018 fire ensued. The Airport staff was recognized for having the airport up and running within 24 hours of the fire. Damage by the fire destroyed Conference Room B and water/smoke damage impacted the 2<sup>nd</sup> and 1<sup>st</sup> floors of the terminal building.

COS is working with the insurance companies and tracking all financial impacts. Due to the extensive damage from the fire, the Terminal Modernization Program is moving forward sooner.

The investigation as to the cause is ongoing and the final report has not been released by the Colorado Springs Fire Department as of yet.

- Rehabilitate Taxiways G & Terminal Connectors Phase 2 (Design) – Bids were received March 28th with a 3Q, 2018 award. Flatiron Constructors is the lowest responsive bidder.
- Wind Damage | Terminal Roof Replacement – Construction is 80% complete. An alternate contractor will be selected to complete the project.
- West Side Lav Facility – Construction is approximately 30% complete.
- RAC Parking Lots and Valet Parking Lot Rehabilitation (Design) – In 90% design phase service for the pavement rehabilitation of the car rental service centers (CFC funded) and valet parking lot (airport funded).
- Reconstruct Taxiways N & P from TW G to Terminal Apron & rehabilitate Taxiway H from TW P to TW C- Construction is approximately 30% complete.
- Valet Solar Covered Parking Design/Construction – RFP is under internal review for 40 spaces of solar covered parking in the valet parking lot. Construction anticipated to begin August 2018.
- Chiller #1 Replacement – A partial notice to proceed has been approved to order the new chiller as well as complete pre installation work.
- IT Master Plan – Longview has been selected to develop the IT Master Plan.

## B. Finance and Administration

### Traffic Report(s): March and April 2018 – Stephen Hughes

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>.

There was a robust discussion on air service development and collaborative marketing efforts.

### Finance Report(s): April 2018 – Tom Roisum

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

The 2017 financial audit revealed no errors and the financial report will be finalized and available to the public in the next 3-4 weeks.

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

- Operations/Maintenance
  - Brett Miller is out on FMLA and Nick Condon was reclassified as Operations Manager and is covering for Brett until he returns.
- Director's Updates
  - Greg Phillips and Mike Boyd with Boyd Group International met with Southwest Airlines (SWA) on May 15<sup>th</sup> in Dallas. No plans for SWA to come to COS in the near future although they indicated that COS is on their radar. For the near future, their focus is on Hawai'i service and Caribbean service.
  - Conference Room B will be redesigned as a part of the fire recovery remodel and any input from the commissioners is welcome.
- Marketing
  - Aidan Ryan, Mary Beth Burichin, Jennifer Harwig, Sydney Kozel, Vicki Doyle and Ivette Salcedo Rentas of the Marketing Department were awarded the *Caught in the Act* award by the Pikes Peak Chapter of Public Relations Society of America (PRSA) for the response to the airport fire.

## VI. OTHER BUSINESS

- None.

## VII. COMMISSIONERS' COMMENTS

- Chairman Biancur inquired about any updates on the Business Park. Troy Stover stated there is movement but it's slow paced at this time.
- HB1314 for UAS operators disrupting emergency services was passed. Commissioner Couch clarified the purpose of the bill which provides enforcement guidelines for local authorities.
- Commissioner Nichols reminded all that the Pikes Peak Airstrip Attack at COS is June 16<sup>th</sup> – 17<sup>th</sup>.
- Alternate Commissioner Myers shared the good news from a professional pilot magazine who rated the jetCenter as one of the top 3 FBO's in the nation.
- Colorado House of Representatives Dave Williams was appreciative of the invitation to attend and offered assistance/support at the state level.

## VIII. CHAIRMAN'S COMMENTS

- Chairman Biancur has attended numerous JLUS meetings and the final draft study report is due to release for public comment on May 28<sup>th</sup>.
- Chairman Biancur explained a position paper on residential encroachment has been drafted and a final report will be prepared. The intent of the paper is to share with city and county planning commissions a more comprehensive process of adjudicating zoning issues around the airport and the long term impacts of encroaching development.

Chairman Biancur made a motion for the AAC to approve the paper as currently written and move forward with production of the final copy and its subsequent distribution. Motion was seconded by Commissioner Nichols. Unanimous vote.

**IX. ADJOURNMENT**

Commissioner Harris made a motion to adjourn and was seconded by Commissioner Nichols. Unanimous vote. The meeting was adjourned at 4:56pm.