



MINUTES
Airport Advisory Commission
March 17, 2004

COMMISSIONERS PRESENT: Kenneth P. Chalfant – Chairman
Stephen D. Ducoff – Vice Chairman
Bud Breckner
Lynn French
Bernie Herpin

COMMISSIONERS ABSENT: Patsy Buchwald
Dennis Weber

NON-VOTING MEMBERS PRESENT: George Sugars, El Paso County DOT
Greg Timm, Alternate Commissioner
Chuck Brown, El Paso County Comm

NON-VOTING MEMBERS ABSENT: Rob MacDonald, Pikes Peak Area Council
of Governments (PPCAG)

CITY STAFF PRESENT: Gary K. Campbell, Airport Operations Mgr.
Mark Earle, Aviation Director
Rick Gorman, Asst. Aviation Director-Finance
Wendell R. Hawkins, Sr. Airport Operations Agent
Steve Hook, Assistant City Attorney
Erica Hupp, Community Relations Manager
Sgt. Mark E. Lackey, CSPD Airport Detail
Sgt. Matthew E. Martin, CSPD Airport Detail
Howard T. Rice, Information Systems Analyst II
Posie Brown, Senior Office Specialist

GUESTS PRESENT: John O'Donnell, O'Donnell & O'Donnell
Carol O'Donnell, O'Donnell & O'Donnell
Wayne Heilman, Gazette Telegraph

CHAIRMAN CHALFANT CALLED THE MEETING TO ORDER AT 3:05 PM

1. APPROVAL OF THE FEBRUARY 18, 2004, MINUTES:

✎ Commissioner Chalfant asked for review of the February 18, 2004 Airport Advisory Commission minutes. Commissioner Ducoff made the motion to approve the minutes as written. Commissioner French seconded the motion. Motion carried by unanimous vote.

2. PUBLIC OR CITIZEN GROUP COMMENTS:

✎ Erica Hupp introduced a High School student, Moo Jung Kim, who will be shadowing employees at the Colorado Springs Airport for the next six weeks.

3. GENERAL BUSINESS:

✎ **Update on the 2004 "In Their Honor" Airshow – John O'Donnell**

- ◆ Mark Earle introduced John O'Donnell, who provided an update on the operational planning for the upcoming "In Their Honor Air Show," scheduled for July 10-11, 2004. Airport staff is supportive of this project. Gary Campbell, Airport Operations Manager will be working directly with John O'Donnell, Federal Aviation Administration (FAA) Air Traffic Control Tower (ATCT) staff, and the West side tenants. Mark Earle will be involved in the initial meetings to insure coordination with everyone who will be impacted by this show.
- ◆ O'Donnell mentioned he is approximately 80% complete with plans for the 2004 Air Show. In the future, O'Donnell would like to host a large jet show, however the organizations he currently works with on the civilian side are not ready to handle such a large project. O'Donnell feels that next year it will be more feasible.
- ◆ O'Donnell disseminated copies of the "Tentative Schedule and Participants." This year's show will be open each day from 9:00 a.m. to 5:00 p.m., on Saturday, July 10 and Sunday, July 11. He will most likely request use of the Airport on Thursday, July 8 and Friday, July 9 for setup. Ron Wright, Air Show Logistics Coordinator, will be in charge of setup. Cleanup will take place all day Monday, July 13, and may require a second day. O'Donnell is planning a 4 to 4½ hour waiver for performance. (Refer to Tentative Schedule and Participants).
- ◆ Commissioner Herpin inquired if the waiver was considered as the actual "flying". O'Donnell confirmed that the "flying" will take place between 10:00 a.m. to 11:00 a.m. and at 3:00 p.m. to 3:30 p.m. Before and after the waiver, there will be approximately one hour of just fly-over's/fly-by's, which can be handled by the ATCT. There will be no interruption to commercial aviation.
- ◆ Carter Dubois will be the Air Boss. He has 77 plus shows to his credit and did a wonderful job last year working with the Colorado Springs' ATCT. Carter will conduct the pre-event flight briefing each morning.

- ◆ O'Donnell concluded by giving a history of the name "In their Honor". It was conceived about 10 years ago when the Veteran's Day Parade was revived.

✧ **CSPD Taser Gun Demonstration:**

- ◆ Commissioner Chalfant introduced Sgt. Matt Martin, Colorado Springs Police Department (CSPD) Airport Unit. Sgt. Martin then introduced Sgt. Mark Lackey. Sgts. Martin and Lackey are the two CSPD supervisors for the Airport Police Unit. Sgt. Martin gave a demonstration of the new X26-Taser that the police department received three weeks ago. The tasers are the third generation of electronic pulse weapons. A power-point presentation was given to provide historical background along with taser capability.

4. STAFF REPORTS:

✧ **Land Use Items – Gary Campbell**

Four Land Use Items were reviewed as follows:

- ◆ Buckslip File No. AR FP 04-00077
- ◆ Buckslip File No. AR DP 04-00104
- ◆ Buckslip File No. AR DP 04-00109
- ◆ Buckslip File No. AR NV 04-00110

- ◆ Commissioner French motioned to accept the staff recommendations on the Land Use Items. Commissioner Ducoff seconded the motion. Motion carried by unanimous vote.

✧ **Community Relations – Erica Hupp**

- ◆ In honor of St. Patrick's Day, the Colorado Skye Pipes and Drums performed in the Airport terminal.

- ◆ The American Association of Airport Executives (AAAE) recognized the Colorado Springs Airport for its outstanding commitment to employee training. The Airport was awarded AAAE's 2003 Plaque of Excellence in Training. Personnel at the Colorado Springs Airport logged in over 243 hours of training time, which was the highest number of training hours of any other participating Airport. Other Airports recognized include: Naples Airport Authority - 212.5 hours; John Wayne Airport - 201 hours; Gerald R. Ford International Airport - 166.5 hours; Tallahassee Regional Airport - 153.5 hours and Scottsdale Airport - 134.5 hours.

- ◆ Effective in February, the Airport discontinued posting the airfare comparison chart on its website. The data used for this report was a "snap shot" of the best available pricing (including Web fares) for one selected day out of each month. This comparison confused many of our customers when they compared the data to their personal experiences. This led to a continual stream of questions and negative comments. After discussing the issue among staff and with the travel agency that supplied the data, it was decided that the chart was not an accurate representation of the overall airfare picture. Erica Hupp is currently researching a more accurate way to present this information.

✎ **Traffic Report – Erica Hupp**

- ◆ Enplanements for February were down 3.1%. Enplanements were at 68,765 for February 2004 and 70,949 for February 2003. Year-to-date, the Airport was only down 1.1%. National numbers for February were not available, because those traffic numbers come out on the 18th of each month.
- ◆ American Airlines was down in enplanements and landed weights because of decreased number of flights, however American Airlines will add a sixth daily nonstop flight between Colorado Springs and Dallas-Fort Worth beginning May 1. The expanded summer service is part of a seasonal expansion at American's Dallas-Fort Worth hub that includes new non-stop service to Buffalo, N.Y. and additional flights to eight other cities. This will bring 129 seats back to the market.
- ◆ Northwest was down 18.4% in February, but landed weight was flat. When contacted about the low figure for February, Northwest felt it was due to the large movement of soldiers in 2003.
- ◆ In February, America West enplanements were down 1.0% and their landed weight was down 11.7%. This was mostly due to the airline switching from larger planes to regional jets.
- ◆ Allegiant is doing very well. Enplanements were up 4.87% in February and year-to-date 24.8%. They also had a phenomenal load factor of 73%. Allegiant has had an increase of 1.2 flights a day over last year that contributed to their landed weight being up 49.8% for February.
- ◆ Delta Air Lines' enplanements were up 26.2% in February, and year-to-date 16.8%. Landed weight was up for February at 29.4% and year-to-date up to 21.6%. They added three flights a day in February.

✎ **Finance Report-Rick Gorman**

- ◆ The Airport ended the month of January with \$1,392,115, up 1.1%. There are no landing or non-preferential gate charges or any percentage of growth indications, because they will not be reported until the middle of February.
- ◆ Building rent increased approximately \$24,000 due to the receipt of a check from the State of Colorado for fuel sales tax. We did not receive a check for fuel sales tax in 2002.
- ◆ Revenue accrual was completed for the 2003 airline settlement and approximately \$225,000 in over collections will be refunded.
- ◆ Revenue for 2003 was \$21.1 million, up 2.4% from the previous year.
- ◆ Effective April 15 a new parking management company, AMPCO, will handle Airport parking operations. AMPCO currently services Airports in San Francisco, Denver, Orlando, Austin, Salt Lake City and Boise. The company has a strong support structure and level of expertise to effectively manage the airport's parking operations for the next five years.

✦ **Project Development Report-Rick Gorman**

- ◆ Taxiway C: This project been fully designed and will go to bid in April 2004. The Taxiway C project will include the General Aviation Holding area. That project will bid at the same time.
- ◆ Rehabilitation of Runway 17L/35R (East) and Associated Taxiways: Kimley-Horn has been selected to do the forensic and investigative work, as well as pavement management condition survey. A Request For Proposal (RFP) will be issued for a design contract to rehab the east runway in the next month.
- ◆ Entrance/Exit Road Resurfing Project: Drennan Road has a lot of cracking and patchwork. Money has been appropriated to design the milling and overlay of that road. This project has been scheduled to follow completion in the spring of 2005 after the Rental Car/Parking Improvement Project.
- ◆ The Airport Business Park: The Airport met with the FAA to coordinate compliance with environmental requirements. Recently, an article in the Gazette addressed a citizen's efforts for preservation of the Airport's open spaces. The Airport is concerned about the article because certain statements were made that are not factual. The concept committee will address the environmental issues that include native grasses and butterflies. If the Airport property designated for the Business Park turns out to be as unique as some people feel, and the biologist proves it, the Airport will meet any requirements. Synergy Real Estate will provide a real estate market and industry overview. The first two phases are complete and cover what the current market is and how Airport development coincides. Another Synergy effort will be to assist the Airport with financing tools and incentives for future industry in the Business Park.
- ◆ Rental Car Ready/Return Parking and Near Term Parking Improvements: A meeting was scheduled for March 25 to review the concept design for the rental car layout. The goal was to decide on a design for the lot and to assure functionally for the rent car companies. A RFP is planned for April.
- ◆ Upgrade of Aviation Way: The Airport is in the process of awarding a contract for the design and upgrade of Aviation Way. There will be a series of meetings with West Side landowners to discuss plans.

✦ **Operations and Maintenance – Mark Earle**

- ◆ Airport Police continues to work with the Transportation Security Administration (TSA) to start an Explosives Detection Canine Team program at the Airport. This program would backed by Homeland Security and the TSA, and funded federally. Three dog teams will be available immediately **for (EOD) purposes**. Previous EOD requirements were met by having access to military and civil dog teams, but the response times and availability was questionable.
- ◆ Mark Earle made the Commission aware of some recent incidents involving limousines and taxicabs in front of the Airport terminal. The Airport will respond to

complaints, and will be monitoring the situation closely to prevent future incidents.

- ◆ The Airport's snow crew did a terrific job this past winter removing snow from runways, taxiways, roadways and sidewalks. The Airport stayed opened the entire season and operations staff did a terrific job.
- ◆ As mentioned at the last commission meeting, the Airport is continuing to work on "No Smoking" signs. Mark Earle will keep the commission board posted on the progress. Commissioner Chalfant added there is an issue of smoking around the depositories at entries. Mark Earle concurred. This will be researched and reported back to the commission.

✦ **Director's Report- Mark Earle**

- ◆ Air Service Visits: The Airport had several meeting with airlines. The airlines prefer that the Airport remains discreet about their visits, therefore the Airport has made it a policy not to divulge any of the specifics. The focus is to provide low fare competition in the market.
- ◆ Business Park Development Project: The Airport is addressing the Gazette article about environmental issues. It continues to work with those groups and will respond to articles when needed. A very cautious approach will be taken, particularly to issues involving the Environmental Protection Agency (EPA) process.
- ◆ The Airport Operators' Group had its first meeting on March 26, 2004. This group was initiated by some of the West Side Operators. The purpose of the meeting was to provide an opportunity for the Airport and Airport users to meet. Mark Earle encouraged the entire Advisory Commission Board to attend the next meeting.
- ◆ A presentation was given by Mark Earle on phase one and two of the West side development. Details were discussed regarding roadways, hangar alignment, taxiways and drainage issues.

5. VACANT POSITIONS:

- ◆ **Assistant Aviation Director of Operations and Maintenance**-The advertising process was completed and 162 applications were received.
- ◆ **Maintenance Manager**-The advertising process was completed and 92 applications were received.
- ◆ **Planning and Development Manager**- This position will be advertised shortly.

6. OTHER BUSINESS:

✦ No Other Business

Commissioner Chalfant asked for a motion to adjourn the 3/17/04 Airport Advisory Commission Meeting. Commissioner Breckner motioned to adjourn. Commissioner Ducoff seconded the motion.

Chairman Chalfant adjourned the meeting at 5:25 p.m.

Minutes respectfully submitted by:
Posie Brown, Senior Office Specialist