



**MINUTES**  
**Airport Advisory Commission**  
**August 23, 2005**

**COMMISSIONERS PRESENT:** Stephen Ducoff – Chairman  
Bernie Herpin – Vice Chairman  
Bud Breckner  
Patsy Buchwald  
Ken Chalfant  
Lynn French  
Bob Kudwa  
Joel Miller  
Dennis Weber

**COMMISSIONERS ABSENT:** None

**NON-VOTING MEMBERS PRESENT:** Greg Timm, Alternate Commissioner  
Rob MacDonald, Pikes Peak Area Council of Governments

**NON-VOTING MEMBERS ABSENT:** Jim Bensberg, El Paso County Commissioner  
George Sugars, El Paso County DOT

**CITY STAFF PRESENT:** Mark Earle, Aviation Director  
John McGinley, Asst. Aviation Director, Ops & Maintenance  
Bill Keller, Airport Planning & Development Manager  
Kelly Koon, Special Projects Coordinator  
Gisela Shanahan, Accountant  
Pat McDivitt, City Attorney

**CITY STAFF ABSENT:** None

**GUESTS PRESENT:** Wendell Hawkins, Sr. Airport Operations Agent, COS

**CHAIRMAN DUCOFF CALLED THE MEETING TO ORDER AT 3:02 PM**

**Next meeting is Tuesday, September 27, 2005.**

**1. APPROVAL OF THE JULY 26, 2005, MINUTES:**

→ Chairman Ducoff asked for approval of the July 26, 2005 Airport Advisory Commission minutes. Commissioner French made the motion to approve the minutes and Commissioner Breckner seconded the motion. The motion was carried by unanimous vote.

**2. PUBLIC OR CITIZEN GROUP COMMENTS:**

→ No Comments.

**3. GENERAL BUSINESS**

→ Chairman Ducoff congratulated Commissioner Herpin on being reappointed for another three year term, Gregg Timm was reappointed as an alternate and Joel Miller and Bob Kudwa have been appointed as new Commissioners. Chariman Ducoff introduced Mr. Kudwa and asked him to give a brief overview of his background. Mr. Miller arrived later in the meeting and was introduced at that time.

**Land Use Items – Bill Keller**

The following land use items were reviewed:

- ◆ CPC FP 05-00180, CPC DP 05-00179
- ◆ AR FP 05-00650
- ◆ AR CM2 05-00617
- ◆ AR FP 05-00610
- ◆ AR DP 05-00592, AR FP 05-00593
- ◆ AR FP 05-00586, AR DP 05-00585
- ◆ AR FP 05-00588, AR DP 05-00587
- ◆ AL 05-0011
- ◆ PPR 05-029

→ Commissioner Herpin motioned to accept the land use items as recommended by Airport staff. This was seconded by Commissioner Weber. The motion was carried by a unanimous vote.

**4. STAFF REPORTS**

→ **Traffic Report – Gisela Shanahan**

- July enplanements are down from 2004 numbers by 2,187 passengers. We are down 2.2% for the year. American has experienced the greatest increase due to its high load factors as compared to the other major airlines. This is in line with the national trend. Delta has the greatest decrease, primarily due to its elimination of several flights out of Colorado Springs.

- The number of landings as compared to 2004 year to date is 3.6% lower; primarily due to the decrease in number of scheduled flights as several airlines did reduce their schedules. Landed weight is also down by 3.7%. The number of passengers per departure is relatively stable; we are at 54 for 2005 and 53 for 2004.
- Overall aircraft operations are down with the most significant impact caused by a 6.3% drop in air taxi operations. Air taxis are categorized as aircraft that can carry fewer than 50 passengers. The loss has been offset by an increase of 7.7% in air carrier activity. This change reflects the elimination of Delta flights using small regional jets to American flights using MD-80 series aircraft.
- Overall load factors are running at 81.3%, which is slightly below July 2004 but a 6% increase over the month of June.

#### ➔ Finance Report -- Gisela Shanahan

- Actual earned revenue rose in July due to an increase in concession and rental car revenue. The concession revenue increase is due to the opening of several new concessions. Rental car agencies experienced a significant increase in activity during July. The State Games of America contributed significantly to the increase. It is noteworthy that all of the agencies other than Dollar/Thrifty have substantial revenue increases in July. The airport staff researched the discrepancy and verified the revenue numbers with Dollar/Thrifty to reconcile the difference in trend as compared to other rental car companies. We should continue to experience an increase in the concession revenue, but it is doubtful that the rental car increase can be sustained for the remainder of 2005. The revenue is now at 1.2% below budget as compared to 4.4% in June. Compared to 2004 overall revenue is relatively flat with no significant change.
- The largest budget variances continue to be public parking and landing fees. Parking revenue will continue to fall short of budget as the ongoing construction impacts the operation of the public parking lot. Landing fees will also continue the downward trend due to a decrease in the mid-year landing fee from \$2.31 to \$2.29.
- For expenditures, our actuals are down approximately \$404,000 from what was budgeted, or about 3.4%.
- We continue to experience substantial savings in personnel costs due to vacancies. We have also realized significant savings in maintenance and service related items. Savings in these categories to date have offset the increased costs associated with high fuel rates.
- Please note that on the Summary of Concession Gross Sales, the final figures for terminal concessions have been changed to reflect revenue data collected after the reports were generated.

## ➔ Operations and Maintenance – John McGinley

### Construction

- Rent car and short-term parking lot project is progressing along. At this point we are about one week behind. We were scheduled to open the new entrance to long-term on the south side of the lot, but due to the weather and some unanticipated utilities during construction we were delayed a week. We are looking at opening the new long-term entrance this Friday. At that time, all of the long-term parkers will enter at the south end of the lot and the current parking lot entrance that everyone is using on the east side will be for short-term only. The majority of the work is the concrete repaving in the existing short-term lot, which is the future rent car lot. This is progressing along smoothly. Storm drains currently are being installed along Drennan and piles are being driven for the overpass on the west side.
- The ACAMS project, our access control system that we are replacing, is out to bid. Bids are due on Thursday and we hope to begin construction in early September and conclude by the end of the year.
- Aviation Way – bids were received late July. The low bidder for the project is Blue Ridge Construction. Currently we are reviewing our records and making sure all of our finances are in place for the project. We anticipate making a decision this Friday.
- Taxiway C project – we have received the analysis that was submitted by the contractor on the pavement for lot 4. This is an area of C that we were disputing. After performing some non-destructive testing on this area, they found that it should have the same design life as the rest of the concrete on the project. The reason we asked to perform this testing is because it failed on thickness. By specification, the pavement was to be rejected, however there was a clause that we could pay at 50% if we had an engineer's opinion that the concrete would last. It turns out the pavement is strong and should give us 20+ years. We have given the contractor 30 days notice to complete the project.
- Northwest Taxi lane – this is the taxi lane that leads into the Penkhus/Martin area on the west side of the airfield. Construction is progressing smoothly. We will be putting down asphalt later this week and should have this project wrapped up by the end of next week.
- Terminal Interior Remodel Project – we awarded a contract to Copestone General Contractors on August 12 and are having a pre-construction meeting on Wednesday. Gave a briefing of the phasing issues and showed this on a map. We have requested that the contractor give us a phasing plan for the project which may help speed it along and possibly save some money. Disruptive construction activities will be taking place at night.
- Food Court – opened last week. We have closed the Falcon's Nest and have begun work on the TravelMart. We anticipate construction will last for 90 days. We plan to open Gordon Biersch and A&W towards the end of September.
- Commissioner French asked how the bag screening was working out with TSA down below now. John noted that all seems to be going well. Commissioner French then said that he has been told that outbound bags are getting hung up as they go down the bag belt and asked if we could look into this. He also asked what kind of procedure we have for not sending calls to the ticket counters or giving out the phone numbers. Mark

explained that we route all inquiries to the 800 # for each airline and have not heard of either of these problems.

## **General Aviation**

- The next Airport Operators Group meeting is Wednesday, August 24 at the Radisson at 5:00 p.m.

## **→ Planning and Development – Bill Keller**

- Business Park is on the agenda for the Planning Commission for September 8. Attendance is welcome. The main element will be to present and discuss the concept plan and land use plan.

The environmental assessment (EA) has come to a close. Public comments were received after a public meeting that was held. We had about 10 attendees. There are some community comment questions as a result of the comment phase so we are working with the consultants on a draft response. These will be included as part of the record of the EA. The next step is for the FAA to issue their determination and once we have that we will be able to proceed to the Planning Commission.

The design and development guidelines, which are the aesthetics and general planning criteria, are in review right now. The A/DACG went out to bid by the Corps of Engineers. Bid due date is September 13. There will be a phase 1 and 1A with 1 being the blast pads of taxiway D as well as the taxiway connections at the south end of the runway. We are reviewing these plans to be sure they are consistent with our understanding of the project.

Mark noted that there will be comments and issues related to the open space issue of the Business Park. Two years ago we made some changes to the process and addressed a long standing issue of the 25 year designation of the open space. We felt that this was not long enough and were concerned whether it would remain open space or not. To create the A/DACG and the Business Park and to resolve this issue, we created open space farther to the east directly under the runway. We designated this as permanent open space and felt that this would be better and would help support the military position. The advocates feel we should go farther than we are willing with the permanent designation. Through the City process, we are willing to designate the use as open space and take all the measures we need to make it a political process to change the designation later. We believe this is as far as we can legally go. The land was purchased with Federal funds with the specific of developing the airport. The FAA says we cannot put a permanent designation such as a conservation district and then have it become a problem for future development of the airport. If there's a change in the approach or lighting system, then the open space could be impacted, however if it was designated as permanent open space, then we couldn't proceed. The FAA prohibited us from doing this. We are making it clear to our proponents that this would be the only reason we would revisit this, which made the FAA happy. You may see some comments during the planning process encouraging us to go farther. Commissioner Timm reiterated that if there is ever a reason to extend the runway south, and the area is designated as open space, we would have an out if needed. Mark replied that is correct and the FAA insists on us protecting this.

- Runway 35R/17L - We are at 50% design on replacement pavements and we have considered a low bidder on the demolition. We haven't awarded the contract yet because we are taking a position that once the design is completed and we receive the bids, we

will know how we're doing with the budget. We will then be able to award the demo portions that we can actually rebuild. Both the design and demolition contracts will be awarded at the same time. This will help on budget, demands on time and materials. Regarding the materials, we convened a panel of consulting experts to finalize the direction we're going on mix design that will meet the FAA requirements. We accomplished a lot in this meeting. Commissioner Timm asked what we plan to do with all the concrete. Bill said that we will use it as fill for the A/DACG. The Corps of Engineers has agreed to accept all of this. Mark noted that they are buying the fill from us, which is a good deal for everyone involved.

➔ **Director's Report – Mark Earle**

- Jet fuel infrastructure prices – it's not just the costs going up, but the access to the fuel lines also. Mark explained how the fuel is shipped through a commercial pipeline that feeds our fuel farm. Jet fuel is very susceptible to contaminants and sensitive to clean pipelines. Burlington Northern called Mark to discuss a local rail/trucking hub as an alternative to using the pipeline. This means the airport would have to consider more storage capacity. We are in touch with the suppliers about this and will keep the Commission informed as we move forward.
- The Assistant Director for Finance, Assistant Director for Planning and Development and the Marketing Administrator positions have been posted with the application closing dates at the end of September. They have been published with AAAE and ACI for a national search. The focus of the Marketing position will be air service development.
- The Powers EA process – Following comments by Councilmen on Monday, an article was published in the Gazette stating that the Council is backing away from the freeway designation for the Powers corridor. The Mayor made it clear today in the Formal Council meeting that this is not the case. He was responding to concerns expressed by a citizen during the Citizen Comment section of the agenda. The Mayor indicated that the east/west mobility study, as well as other studies, have indicated the Powers should be a freeway. Through the EA process, CDOT has reached the same conclusion. The Mayor assured the citizen that this issue was raised yesterday by Council members who were concerned about the impact on developers along the Powers corridor and whether they were being treated fairly or not in the planning process. Staff has been assigned to address the issue and make sure they are not holding up any development along the corridor inappropriately. The decision for the Council to take a position on whether Powers should be a freeway, an expressway or keep it like it is has not been made. The official Council position is still that it's a freeway and over the coming weeks going into the public meetings with the Powers EA process, the Council will consider this.
- As you recall the Airport Advisory Commission took a position in November 2003 stating that the Powers corridor should be developed as a freeway which supports CDOT's decision. The Commission can decide if it's necessary to revisit their position on this. Otherwise during the public comment process, written comments will note that the AAC as well as staff recommend that Powers be a freeway. Commissioner Breckner suggested re-engaging the conversation to re-affirm the Commission's position. Chairman Ducoff asked that the information from the 2003 meeting be retrieved and sent to the Commission for review and then based on timing, if opportunity exists to reaffirm or change positions, it can be done in writing. Commissioner Timm noted that he would like to provide historical information to the Commission on this subject as he has worked on this issue from the outset.

- Another reminder that the Airport Operators Group meeting is Wednesday at 5:00 p.m. at the Radisson.

## **5. OTHER BUSINESS**

- ➔ Rob MacDonald gave an update from the Pikes Peak RTA and Pikes Peak Area Council of Governments.
- ➔ Commissioner Buchwald gave a brief update on the Balloon Classic.
- ➔ Commissioner French said he will bring update information from Meadowlake to the next Commission meeting.

## **6. AIRPORT STAFF ACTION ITEMS**

- Find out what the outbound baggage procedure is for American Airlines.
- TSA will be invited to the next Commission meeting.
- Find out when and what time the next Planning Commission meeting is so Commission can attend and hear about the Business Park.
- Information on the timing of the Powers process and Commission's previous action.
- Follow up on the airspace issue and the tower hours.

**Chairman Ducoff adjourned the meeting at 5:00 p.m.**

Minutes respectfully submitted by:  
Kelly Koon, Special Projects Coordinator