



**MINUTES**  
**Airport Advisory Commission**  
**December 19, 2006**

**COMMISSIONERS PRESENT:** Stephen Ducoff - Chairman  
Lynn French – Vice Chairman  
Bud Breckner  
Bob Kudwa  
Greg Timm  
Dennis Weber

**COMMISSIONERS ABSENT:** Joel Miller

**NON-VOTING MEMBERS PRESENT:** Wally Miller, Alternate Commissioner  
Bud Patterson, Alternate Commissioner

**NON-VOTING MEMBERS ABSENT:** Jim Bensberg, El Paso County Commissioner  
Rob MacDonald, Pikes Peak Area Council of Governments

**CITY STAFF PRESENT:** John Faulkner, Asst. Director, Planning & Development  
Kelly Jackson, Special Projects Coordinator  
Bill Keller, Airport Planning & Development Manager  
Pat McDivitt, City Attorney  
John McGinley, Asst. Director, Ops & Maintenance  
Gisela Shanahan, Asst. Director, Finance & Administration

**CITY STAFF ABSENT:** Mark Earle, Director of Aviation

**GUESTS PRESENT:** Keith Cook, Nunn Construction  
Joel Johnson, URS  
Danielle Scott, Accounting Supervisor, COS

**CHAIRMAN DUCOFF CALLED THE MEETING TO ORDER AT 3:00 PM**

**Next meeting is Tuesday, January 23, 2006.**

## **1. APPROVAL OF THE NOVEMBER 28, 2006, MINUTES:**

- Chairman Ducoff asked for approval of the November 28, 2006 Airport Advisory Commission minutes. Commissioner Kudwa 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:**

- None

## **3. GENERAL BUSINESS**

### **→ Land Use Items – Bill Keller**

Bill Keller reviewed the following land use items:

- ◆ AR FP 06-00834
- ◆ CPC PUZ 06-00282
- ◆ AR DP 06-00859 / AR FP 06-00860
- ◆ AR DP 06-00864
- ◆ AR DP 06-00868
- ◆ CPC A 06-00286 / CPC 06-00287
- ◆ PPR 06-052

Commissioner Weber made the motion to approve the land use items as recommended by Airport staff and Commissioner Breckner seconded the motion. The motion was carried by unanimous vote.

## **4. STAFF REPORTS**

### **→ Traffic Report - Gisela Shanahan**

- October passenger numbers were 3.4% below October 2005; primarily due to schedule changes in America West Express flights.
- Landed weight was down 10.5% from 2005.
- November enplaned passengers are up 3.7% compared to 2005. Year to date we are 0.5% below 2005 enplanements. Allegiant, Northwest and American Airlines have experienced significant passenger growth. Mesa eliminated its mainline flights to Albuquerque.
- Allegiant added two weekly flights.
- Northwest is experiencing higher loads: 72% versus 60%.
- Delta reduced its Atlanta route to one daily flight and one Salt Lake flight to three times per week; however loads are up from 60% to 78%.

- **Landed weight** is down approximately 10.2% in November and 6.4% YTD as compared to 2005. We have roughly 6 fewer daily flights which translates to 8,000 to 10,000 fewer available seats on a monthly basis.
- **Freight and cargo** pounds are up 0.5% for the month and down 2.5% YTD.
- Total **aircraft operations** are down 15.6% for November and 14.9 % YTD.
- Average **load factor** for November 2006 is 79.1%, up from 68.1% in 2005.

## → **Operations and Maintenance – John McGinley**

### **Operations**

- The Ops staff is working on the AAEE computer based training. AAEE was in town this week writing the script. Footage for the video will be taken soon and the system should be up and running in May.
- On Friday, a Continental aircraft was diverted into Colorado Springs due to an on board fire. A passenger was wearing a personal air filtration (PAF) device that exploded with a flash and smoke. The seat was singed and a fire extinguisher was used. The fire department came out to talk with the passengers. The passenger wearing the PAF was unharmed. Since a halon extinguisher was used the passengers were checked and five went to the hospital for evaluation. The PAF was given to the NTSB.

### **Maintenance**

- We have hired an intern that will begin on January 2, 2007. Morgan Sales is a Aviation Management student at the Florida Institute Tech. She will be here for one year. This is a paid position and we will be looking for a grant to cover 50 % of the expenses.

### **General Aviation**

- On January 13, in the East Terminal Unit, the Airport will be sponsoring a pilot briefing. Tower staff and Airport management will be speaking. EAA and AOPA have been notified of the event.
- On February 7 there will be an AOPA safety seminar at the Radisson from 7:00 – 9:00 p.m.

## → **Planning and Development – John Faulkner**

- Business Park – Finished up over the last month and the checklist items have been done. Aerospace has moved inside now and Northrop Grumman is doing ground work. Design on the roadways is being done and should be finished in about a month. The RFP for a master developer should be on the street sometime between February and April.

## → **Construction – John Faulkner**

- Cell Phone Lot – People are already using it. We are currently having a contractor review the design work for the area. We will be reconfiguring the exit from the lot to be more perpendicular and offer a better view of traffic. The merge lane has already been changed.
- Roadway resurfacing – Last month the designer was out testing the surfaces. We should be getting design recommendations for how to proceed on the construction. In about a month we should have a scope of work outlined and should begin around June. We need to plan for how to shut down the roadways for passenger access.
- Taxiway E, G & H – We received the fee assessment today. The FAA wants to get this finished as soon as possible and doesn't want it to take two to three construction seasons.
- Taxi Way road is now complete. Both tenants are moving along.
- Drainage – As weather permits, excavation of Pond 8 continues and is about 65% complete on this portion.
- Kiosks/Canopies – We are in the foundation stage and nearing completion. Over the next month we will see material arrive. The contractor has done well coordinating access, so we shouldn't have a major impact on the passengers.
- Runway – We are down to three elements
  - Shoulder paving – quite a bit done and should be complete in three to four days.
  - Painting – needs at least 40° or warmer to cure properly.
  - Electrical work – needs 40° or warmer in order to put the sealer on top of the canisters. We are looking at ways to protect the area.

All three elements are weather dependent so we need to try to protect the area. The contractor has proposed a variety of methods. If the pavement can be done, it will be covered, whereas the shoulders will be left uncovered. The project needs 30 days work to be complete, so we are hoping the weather will cooperate.

- Roadway Signs – The design package is in hand.
- Security Modifications - We have nine gates around the perimeter. Concrete pads are being put down and we should be complete around February.
- Aviation Way is near completion. We've been talking to the land owner so we can recover our costs as the Airport only owns half of the road. We have received payment from three of the four.

➔ **Director's Report – Mark Earle**

- Nothing reported.

**5. OTHER BUSINESS**

- None

**6. CHAIRMAN'S COMMENTS**

- Commissioner Breckner motioned to the move the December 2007 meeting to December 18 and Commissioner Timm seconded the motion. The motion was carried by unanimous vote.
- Informed the commission that Mark Earle communicates frequently with Chairman Ducoff about air service development. Mark shares what he can. Chairman Ducoff encouraged the commissioners to contact Mark directly, if they have any questions. Commissioner Breckner said it would be helpful if we had a "pre-canned" response for community inquiries.
- Chairman Ducoff thanked the commission for electing him to the Asset Naming Board.

**AIRPORT STAFF ACTION ITEMS**

Action Item	Assigned To	Status
Report marketing plan to commission	Mark	
Develop standard response to air service development questions	Mark	

**Chairman Ducoff adjourned the meeting at 3:57 p.m.**

Minutes respectfully submitted by:  
Kelly Jackson, Special Projects Coordinator