



MINUTES
Airport Advisory Commission
January 22, 2014

COMMISSIONERS PRESENT: Dr. Chris Thornton - Chairman
Steven Janitell
Tom Hayden
Randy Courduff

COMMISSIONERS ABSENT: Andrew Biancur – Vice Chairman
Dave Elliott

NON-VOTING MEMBERS PRESENT: Rob MacDonald - Pikes Peak Area Council of Governments
John Maier – Alternate Commissioner
Jason Harris – Alternate Commissioner

NON-VOTING MEMBERS ABSENT: Peggy Littleton - El Paso County Commissioner

CITY STAFF PRESENT: Dan Gallagher – Interim Direction of Aviation
Neil Ralston - Interim Assistant Director of Aviation, P&D
Lindsay Rose – City Attorney
Megan Meyer – Administrative Technician

GUESTS PRESENT: Patsy Buchwald – The Paradies Shops
Russ Moran – The Paradies Shops
Alex McKean – RS&H
Wayne Heilman – The Gazette

The next meeting is Wednesday February 26, 2014

I. APPROVAL OF THE December 18, 2013 MINUTES

Commissioner Hayden motions to approve the December 18, 2013 Airport Advisory Commission minutes; Commissioner Janitell 2nds, there were no corrections/suggestions, unanimously approved.

II. INTRODUCTION OF GUESTS

Jason Harris – New Alternate Commissioner
John Maier – New Alternate Commissioner
Patsy Buchwald – The Paradies Shops
Russ Moran – The Paradies Shops
Alex McKean – RS&H
Wayne Heilman – The Gazette

III. PUBLIC COMMENT

None

IV. NEW BUSINESS

A. Land Use Review (presented by Neil Ralston)

- **Item #1 – CPC MP 06-00069-A2MJ13, CPC PUZ 13-00138, CPC FP 13-00140**
- **Item #2 – CPC DP 13-00144, CPC CP 13-00143, CPC MP 84-361-A4MN13, CPC FP 13-00145, CPC PUZ 13-00142, CPC ZC 13-00141**
- **Item #3 – AR NV 13-00602**
- **Item #4 – SF-13-020**
- **Item #5 – PPR-13-024**
- **Item #6 – PPR-13-025**
- **Item #7 – SF-13-021, SP-13-009, CS-13-003**
- **Item #8 – VA13-009**

Airport staff reviewed eight land use items in January. Items 1, 2, and 3 are in the City of Colorado Springs, Items 4, 5, 6, 7, and 8 are in El Paso County.

Airport staff recommended no objection to all Items.

Commissioner Courduff motions to state no objection to Items 1-8, Commissioner Hayden 2nds the motion, there were no corrections/suggestions, unanimously approved.

Item #6 from June 2013 meeting is still tabled pending the results of an FAA airspace review.
Item #5 from October 2013 meeting is still tabled.

V. STAFF REPORTS

A. Finance and Administration

Finance Report: November 2013- Dan Gallagher

Earned revenue for November is 8.6% under budget. For year-to-date, earned revenue is 10.6% under budget.

Expenditures for November are 15.2% under budget. For year-to-date, expenditures are 10.8% under budget.

- Frontier's loss is the bulk of the Airport's lost revenue

- The Airport is working on recovering this revenue with the validation program and terminal concessions
- The Airport saw a \$1.5million savings in personnel for 2014
 - Working with the parking company (ABM) to look at possible savings with that contract and staffing
- The Bond-Purchase agreement has been executed, it's in the final close-out stages

Traffic Report: November 2013- Dan Gallagher

Year-to-date, enplanements are down 20.8% over 2012 levels.

For the month of November, enplanements are down 24.9% compared to 2012.

A summary of passenger enplanements, seats and load factors for each airline was provided. *Note: all monthly Traffic Reports are available at www.flyCOS.com.*

B. Operations and Maintenance – Dan Gallagher

- Xeroscape plan continues, Maintenance is working with the weather when possible looking forward to continued savings with this plan
- The Baggage handling system maintenance has transferred to the Airport's custody
 - Using current staff to manage this system – no additional positions have been created or hired
 - Still under warranty with the vendor for large issues, but the day-to-day maintenance is now under the Airport's control
- The Airport Communication Center is fully-staffed
- Operations is finalizing the annual TSA Comprehensive inspection – things went really great – no major issues or concerns were found

C. Planning and Development – Neil Ralston

Design and Planning Phase Projects:

- West Side Reinvestment –
 - Substantially complete – received positive feedback from users (Colo Jet Center)
 - Based on availability of funds left over from project, the contractor will be coming back in the Spring to pave the VSR completely through to the ADACG (Military) Ramp
- Rehab of Twy E, G, H – Design
 - 50% drawings submitted
 - 100% drawing anticipated to be complete in March
- Rehab of Twy E,G,H – Construction
 - Work will start will re-striping the East Runway
 - Airlines prefer runway closures in early May – trying to set a schedule that will work for everyone
 - Work is anticipated to last until October
- Twy A – Partial Rehab
 - Funding is through CDOT
 - Hoping to start planning in April
 - Can't start drawings until the funding has been awarded
- Marketing

- There will be a presentation for this program on the 31st – this is open to any/all AAC Members
- The Airport currently has an open position for a Marketing Manager to help oversee this program through the Airport and City
 - Hoping to hire this position in March/April

D. Director's Report – Dan Gallagher

- Debt Service is a major priority for the Airport right now
 - Also looking at cutting costs and re-building reserves
 - Tough task, but there's confidence that it can and will be done
- Will be meeting with the State to discuss more CDOT grants that COS may be eligible for
- 1041 Briefing Papers
 - Council wants the Airport to have a working group (in addition to the County working group)

VI. OTHER BUSINESS

None

VII. COMMISSIONERS' COMMENTS

None

VIII. CHAIRMAN'S COMMENTS

- Wanted to get clarification on being able to call in to AAC Meetings? Absent Members understand that they can't participate, but they still want to be informed
 - Lindsay will look at options, but whatever is offered to AAC Members must be made available to the public to meet Colorado Sunshine Law
 - She will check with the City and see what options are available
- Chairman Thornton attended the Air Service Task Force meeting last week, and was pleased with the information and involvement regarding that group

IX. ADJOURNMENT

- Chairman Thornton motions to adjourn, Commissioner Hayden 2nds, no discussion, approved unanimously.