



**MINUTES**  
**Airport Advisory Commission**  
**March 25, 2015**

**COMMISSIONERS PRESENT:** Andi Biancur - Chairman  
Dave Elliott – Vice-Chairman  
Mark Baker  
Tom Hayden  
Dr. Chris Thornton

**COMMISSIONERS ABSENT:** Randy Courduff  
Steven Janitell

**NON-VOTING MEMBERS PRESENT:** John Maier – Alternate Commissioner  
Jason Harris – Alternate Commissioner  
Peggy Littleton – County Commissioner

**NON-VOTING MEMBERS ABSENT:** Rob MacDonald – Liaison Commissioner

**CITY STAFF PRESENT:** Troy Stover – Acting Aviation Director  
June Eveland – Accounting Manager  
Sam Schneider – Design and Construction Manager  
Britt Haley – Legal Advisor  
Heather Lenard – Marketing and Public Relations Manager  
Jerry Dimandja – Financial Analyst

**GUESTS PRESENT:** Brian Faulkner – Airport Intern  
Rick Hoover – Citizens Transportation Advisory Board (CTAB)  
John Fox – Embry-Riddle Aeronautical University Student  
Nate Lavin – Airport Intern

**The next meeting date is Wednesday, April 22, 2015**

## **I. APPROVAL OF THE FEBRUARY 25, 2015 MINUTES**

Chairman Biancur called the meeting to order and asked whether all commissioners reviewed the February 25, 2015 Airport Advisory Commission meeting minutes. There were no corrections or suggestions and the minutes were unanimously approved.

## **II. INTRODUCTION OF GUESTS**

Brian Faulkner – Airport Intern  
Rick Hoover – CTAB  
John Fox – ERAU student  
Nate Lavin – Airport Intern

## **III. PUBLIC COMMENT**

There were no comments or discussions during this segment of the meeting.

## **IV. NEW BUSINESS**

### **A. Land Use Review – Jerry Dimandja on behalf of Kristine Andrews**

Airport staff reviewed three (3) new land use items in March 2015: one (1) item in the City and two (2) in the County.

Airport staff made a no objection recommendation for all three (3) items.

Commissioner Baker made the motion to accept Airport staff's no objection recommendation for all three (3) new land use items. The motion was seconded by Commissioner Thornton, and all items were unanimously approved.

## **V. STAFF REPORTS**

### **A. Planning and Development – Sam Schneiter**

#### **Design and Planning Phase Projects:**

Sam briefed commissioners on the status of the following projects:

- Terminal Apron and Trench Drain System rehabilitation
- ETU Renovation project to accommodate a new tenant
- Cooling Tower project
- 2014 Taxiway A Rehabilitation project

### **B. Finance and Administration**

#### **Traffic Report: January 2015 – June Eveland**

A summary of passenger enplanements, seats and load factors for each airline was provided, along with a summary of freight and mail, aircraft operations and landed weights. All monthly Traffic Reports are available at [www.flyCOS.com](http://www.flyCOS.com).

#### **Finance Report: January 2015 – June Eveland**

- Total Revenue was reported to be **24.3% below** budget for the month of January and **24.3% below** budget year-to-date.

- Total Expenditures are **15.9% above** budget for the month of January and **15.9% above** budget year-to-date.
- June Eveland gave a detailed explanation to assist Advisory Commission members in understanding the reasons behind variances within each revenue and expense category. This detailed explanation can also be found within the meeting packet distributed at the AAC meeting.

### **C. Operations and Maintenance – Troy Stover**

Troy briefed commissioners on the following Operations and Maintenance-related topics:

- Snow Removal
- Developing a plan to handle diversions during the closure of the Air Carrier Ramp
- Terminal facility systems and structures (escalators, elevators, etc.)

### **D. Director's Report – Troy Stover**

Troy briefed the Advisory Commission on the following topics:

- City Council items regarding Passenger Facility Charges (PFC) Application #21 and Lease Term Guidelines
- Lodgers and Automobile Rental Tax (LART) funding
- Colorado Department of Transportation (CDOT) – Aeronautics Division funding for Fiscal Year 2015

### **E. Marketing Update – Heather Lenard**

Heather briefed the Advisory Commission on the following topics:

- Sponsorship opportunities for COS Airport with:
  - SkySox Baseball
  - Airforce Academy Athletics
  - Pikes Peak International Hill Climb
  - Pikes Peak Ascent and Marathon
- Premier Lounge
- 2015 AOPA Fly-In

## **VI. OTHER BUSINESS**

There were no comments or discussions during this segment of the meeting.

## **VII. COMMISSIONERS' COMMENTS**

There were no comments from other commissioners.

## **VIII. CHAIRMAN'S COMMENTS**

Chairman Biancur briefed the Advisory Commission on the status of the recently approved AAC Rules and Procedures.

## **IX. ADJOURNMENT**

There were no further comments or discussions and the meeting was adjourned at 4:12 pm.