



**COLORADO SPRINGS  
AIRPORT**

**MINUTES  
Airport Advisory Commission  
Wednesday, December 16, 2015  
3:00PM – 5:00PM  
Colorado Springs Airport, Conference Room B**

**COMMISSIONERS PRESENT:** Andi Biancur – Chairman  
Steve Janitell  
Jason Harris  
John Maier

**COMMISSIONERS ABSENT:** Randy Courduff – Vice Chairman  
Mark Baker  
Tom Hayden

**NON-VOTING MEMBERS PRESENT:** Hal Ellis – Alternate Commissioner  
Matthew Grunenwald – Alternate Commissioner

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

**CITY STAFF PRESENT:** Dan Gallagher – Aviation Director  
Kristine Andrews – Environmental Health & Project Specialist  
Britt Haley – Legal Advisor  
Jennifer Harwig – Corporate Outreach Specialist  
Heather Lenard – Marketing & Communications Manager

**GUESTS PRESENT:** Rick Hoover  
Dave Elliot

**The next meeting date is Wednesday, January 27, 2016**

**I. APPROVAL OF THE NOVEMBER 18, 2015 MINUTES**

Chairman Biancur called the meeting to order. Commissioner Harris made a motion to accept minutes from the November 18, 2015 meeting and Commissioner Maier seconded followed by all ayes.

**II. INTRODUCTION OF GUESTS**

Rick Hoover  
Dave Elliot

**III. PUBLIC COMMENT**

None

**IV. NEW BUSINESS**

**A. Land Use Review – Kristine Andrews**

Airport staff reviewed four (4) new land use items in December 2015: three (3) items in the City and one (1) in the County.

Airport staff made a no objection recommendation for all four (4) items.

Commissioner Maier made the motion to accept Airport staff's no objection recommendation for all four (4) new land use items. The motion was seconded by Chairman Biancur, and all items were unanimously approved.

**V. STAFF REPORTS**

**A. Planning and Development – Dan Gallagher for Sam Schneiter**

**Design and Planning Phase Projects Briefing:**

- No updates

**B. Finance and Administration – Dan Gallagher for June Eveland**

**Traffic Report: October 2015**

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 <https://flycos.coloradosprings.gov/transportation/colorado-springs-airport/about-cos/monthly-traffic-reports>.

**Finance Report: October 2015**

Summaries of a Total Revenue Trend Analysis, Expense Trend Analysis and additional revenue and expense reports for the month of October were provided and reviewed for questions.

Dan presented draft modified financial reports for review and discussion at the next meeting.

**C. Operations and Maintenance – Dan Gallagher**

- No updates

**D. Director's Report – Dan Gallagher**

- No updates

**VI. OTHER BUSINESS**

- None

**VII. COMMISSIONERS' COMMENTS**

- None

**VIII. CHAIRMAN'S COMMENTS**

- Chairman Biancur reiterated his personal request to ask all Commissioners to sign a Conflict of Interest Disclosure Form to be retained for record purposes only.

**IX. ADJOURNMENT**

Commissioner Maier made a motion to adjourn and was seconded by Chairman Biancur, and the meeting was adjourned at 3:15pm.