



**COLORADO SPRINGS
AIRPORT**

**MINUTES
Airport Advisory Commission
Wednesday, December 20, 2017
3:00PM – 5:00PM
Colorado Springs Airport, Conference Room B**

COMMISSIONERS PRESENT: Andi Biancur – Chairman
John Maier – Vice Chairman
Hal Ellis
Bill Nichols
David L. Couch
Aaron Wood

COMMISSIONERS ABSENT: Jason Harris

NON-VOTING MEMBERS PRESENT: Chic Myers – Alternate Commissioner
Tamara Hunziker – Alternate Commissioner
Councilor Yolanda Avila – City Council Representative
Councilor Andy Pico – City Council Representative
County Commissioner Peggy Littleton – Liaison Commissioner
County Commissioner Stan VanderWerf – Liaison Commissioner

NON-VOTING MEMBERS ABSENT: None

CITY STAFF PRESENT: Greg Phillips – Director of Aviation
Michael Gendill – Legal Advisor
Jennifer Harwig – Corporate Outreach Specialist

GUESTS PRESENT: Troy Stover – Assistant Director of Aviation, COS
Wayne Heilman – The Gazette
John Schulz – Air Service Development Manager, COS
Mike Boyd – Boyd Group International
Stephen Hughes – Analyst, COS
Tony Buckley – jetCenter
Bob Sedlacek – Paradies
Patsy Buchwald – Paradies
Kevin Keith – Aviation Planner, COS
Chris Touch – Construction Manager, COS
Brett Miller – Assistant Director of Aviation, COS
Aidan Ryan – Marketing & Communications Manager, COS
Mary Beth Burichin – Marketing and Advertising Specialist, COS
Kristine Andrews – Environmental Health & Project Specialist, COS
Radhika Jablonski – Accounting Supervisor, COS
June Waller – CTAB (arrived later)

The next meeting date is Wednesday, January 24, 2018

I. APPROVAL OF THE NOVEMBER 15, 2017 MINUTES

Commissioner Ellis made a motion to accept minutes from the November 15, 2017 meeting and Commissioner Nichols seconded. Unanimous vote.

II. INTRODUCTION OF GUESTS

III. PUBLIC COMMENT

- Patsy Buchwald stated Paradies reached a milestone of \$3M in sales and Bob Sedlacek was recognized as Manager of the Year for Division 4.
- Bob Sedlacek expressed his appreciation for the tremendous support of the Toys for Tots Toy Drive this Christmas season.

IV. NEW BUSINESS

A. Land Use Review – Kristine Andrews

Airport staff reviewed and discussed eleven (11) new land use items in December 2017: eight (8) items in the City and three (3) in the County.

There was a brief discussion of the pending items listed below. Airport staff met with the applicant/engineer on December 19th to discuss the Waterview Sketch Plan. Items discussed included potential mitigation measures for the future approach lighting system and potentially locating residential outside the APZ-2 or make sure it is lower density. Airport Activity Notice including language on lighting to be placed on recorded development plan/plat.

PENDING OBJECTED ITEMS (Meeting with Applicant/Developer scheduled for Dec. 19

- SKP-16-002 – 2ND REVIEW, **RESIDENTIAL/COMMERCIAL PLAN AMENDMENT** Nina Ruiz (reviewed in November 2017).
- SP-17-010, P-17-006, **RESIDENTIAL PRELIMINARY PLAN AND REZONE** Nina Ruiz (reviewed in November 2017).

Commissioner Nichols made a motion to accept Airport staff's no objection recommendation on all items. The motion was seconded by Commissioner Couch. Unanimous vote.

V. STAFF REPORTS

A. Design and Construction – Chris Touch

- Rehabilitate Taxiways G & Terminal Connectors Phase 2 (Design) – Design is 90% complete and is scheduled to complete in February, 2018. Anticipate invitation for bid 2Q, 2018. Pending FAA direction.
- Chiller #1 Replacement – Is in solicitation for bid. Construction is anticipated to begin January, 2018 and complete NLT March 31, 2018.
- Wind Damage | Terminal Roof Replacement – Construction began December 7, 2017.
- West Side Lav – Will resolicit informally and construction is anticipated to begin February, 2018 and complete May, 2018.
- Reconstruct Twy N & P & rehab Twy H – In winter shutdown. Construction is anticipated to resume March/April 2018 on Taxiway P.

B. Finance and Administration

Traffic Report(s): November 2017 – Radhika Jablonski

A summary of passenger enplanements, seats and load factors for each airline was provided, along with a summary of aircraft operations. All monthly Traffic Reports are available at <https://www.flycos.com/monthly-traffic-reports>.

Finance Report(s): November 2017 – Tom Roisum

Summaries of Total Revenues and Expenses for the month of November were provided and reviewed for questions.

C. Director's Report & Operations/Maintenance Report – Greg Phillips

Greg Phillips stated Brett Miller was selected as the permanent Assistant Director of Aviation for Operations and Maintenance.

- Operations/Maintenance – Brett Miller
 - The new Attendant Supervisor is Robert Unpingco. The attendants' hours have been extended to cover up to midnight, 7 days a week.
 - Year - end statistics
 - Operations: 109 medicals, 30 alerts on the airfield, 39 diversion events with 147 aircraft
 - Badging: issued over 1,200 badges
 - Maintenance: over 250 hours on snow equipment, 38 tons of crack seal, sprayed over 6,500 gallons of paint and mowed over 18,000 acres
 - Operations and Maintenance are going into the new year 100% staffed.
- Director's Updates – Greg Phillips
 - Congratulations to Chic Myers on his recent appointment to the Colorado Aeronautical Board.
 - The new Marketing and Communications Manager is Aidan Ryan and her first day was December 18th.
 - Stephen Hughes is the new Air Service Analyst recently hired and will report to John Schulz.
 - The Boyd Group International was selected as the COS Air Service Consultant. Mike Boyd spoke briefly about the changing airline industry and supporting COS.
 - Thank you to City Council and the LART Committee for approving \$150,000 toward Airport Marketing for 2018.
 - The 50% off long term parking promotion will end December 31st and numbers are forthcoming.
 - Mary Beth Burichin briefed the Commission on the Paws for COS dog therapy program with a soft launch the week of Christmas and a full rollout in February.
 - Bob Sedlacek with Paradies discussed a recent table signing event with Paralympic athletes that were flying out of COS.
 - On January 19th, there will be a Manager/Supervisor Retreat at the Center for Creative Leadership.
 - Pat Bowman with the Properties group and an airport employee for 6 years was recognized as the 2017 Employee of the Year for his hard work and dedication to the Airport.
 - Holiday Season Events:
 - Employee Annual Staff Luncheon was Dec 6th
 - Airport Ambassador's Appreciation Evening was Dec 7th
 - jetCenter held a holiday party on Dec 8th
 - United Airlines Fantasy Flight event was Dec 9th
 - American Airlines Snowball Express was Dec 9th
 - Hot Cocoa with Mayor and Janet Suthers on Dec 21st at 6am
- Air Service Updates – John Schulz
 - Headquarter meeting with American Airlines was held on Dec 18th.
 - There were discussions on Charlotte as a possibility while the new Chicago route is doing well.
 - Next headquarter meeting is with United in Chicago on January 26th.
 - The Business Survey was completed on Dec 11th and a summary is forthcoming.
- Business Updates – Troy Stover
 - Peak Innovation Park – COS met with the FAA regarding new environmental plans and assessments.
 - The FedEx project is closing on January 18th and will net the Airport >\$1M.
 - The Sierra Nevada Corporation (SNC) have verbally agreed to construct another 60,000 sq. ft. hangar located NW of the recently completed hangar. Estimated time for the certificate of occupancy is August 1, 2018.

VI. OTHER BUSINESS

- Vice Chairman Maier had a question for Mike Boyd – What is the biggest challenge for air service at COS? Mike Boyd responded that we must open additional capacity then additional markets. Also, keeping Frontier planes full so they bring more flights (care and feeding of Frontier).
- Councilor Avila expressed her concern for her district where unemployment is 2-3 times higher than the rest of the city and how can the Airport help bring that number down. Greg Phillips spoke about the possibilities of bringing in workforce opportunities such as an Airframe & Powerplant (A&P) school and other ways to promote the aviation industry. The Business Park, in addition, is a development opportunity with valuable property.

- Wayne Heilman from the Gazette inquired about bus service to the Airport. Councilor Avila stated that transit is important for the southeast district, a core service and is an investment in the community.
- County Commissioner VanderWerf shared the Unmanned Aircraft Services contract that El Paso County established has interest from Teller County and Colorado Springs Utilities.
- County Commissioner VanderWerf talked about the high tech space and aviation related industries as a possible tenant in the Business Park.
- On January 26th, the State Legislature is naming the Fillmore Bridge after Don Stratton who is one of 4 remaining survivors of the USS Arizona and was the Antiaircraft Controller on duty the day of the attack on Pearl Harbor, according to County Commissioner VanderWerf.

VII. COMMISSIONERS' COMMENTS

- None.

VIII. CHAIRMAN'S COMMENTS

- Chairman Biancur asked the Commissioners to review a conflict of interest statement for signature. Michael Gendill shared the ethics code had many revisions in 2016, and he'll review those at the January Airport Advisory Commission meeting.

IX. ADJOURNMENT

Vice Chairman Maier made a motion to adjourn and was seconded by Commissioner Ellis. Unanimous vote. The meeting was adjourned at 4:34pm.