



**COLORADO SPRINGS  
AIRPORT**

**MINUTES  
Airport Advisory Commission  
Wednesday, December 19, 2018  
3:00PM – 5:00PM  
Colorado Springs Airport, Conference Room B**

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

**NON-VOTING  
MEMBERS PRESENT:** Tamara Hunziker – Alternate Commissioner  
Councilor Andy Pico – City Council Representative  
County Commissioner Peggy Littleton – Liaison Commissioner  
County Commissioner Stan VanderWerf – Liaison Commissioner (arrived later)

**NON-VOTING  
MEMBERS ABSENT:** Councilor Yolanda Avila – City Council Representative

**CITY STAFF PRESENT:** Greg Phillips – Director of Aviation  
Michael Gendill – Legal Advisor  
Ivette Rentas – Customer Relations Coordinator  
Jennifer Harwig – Corporate Outreach Specialist  
Kevin Keith – Aviation Planner  
Tom Roisum – Accounting Manager  
Josh Stone – Air Service Development Manager  
Steven Gaeta – Airport Design & Construction Manager  
Brett Miller – Assistant Director of Aviation  
Troy Stover – Assistant Director of Aviation  
Tiffany Henry – Paralegal  
Jennifer Newman – Airport Intern

**GUESTS PRESENT:** Bob Sedlacek – Paradies  
Dave Elliott – Meadow Lake Airport

I. **MEETING CALLED TO ORDER at 3:00PM DECEMBER 19, 2018 by CHAIRMAN MAIER**

II. **APPROVAL OF THE NOVEMBER 28, 2018 MINUTES**

Commissioner Ellis moved to approve the November 28, 2018 meeting minutes. Commissioner Couch seconded.

Discussion: None

Vote: **Approved (Unanimous).**

III. **INTRODUCTION OF GUESTS**

- Michael Gendill introduced Tiffany Henry as the airport's new paralegal.

IV. **COMMUNICATIONS**

- None

V. **PUBLIC COMMENT**

- None

VI. **NEW BUSINESS AND REPORT ITEMS**

**A. Land Use Review – Kevin Keith**

Airport staff presented and discussed five (5) Land Use Items. All five (5) items were in the City.

Kevin Keith contacted Marc Miller, Assistant Manager for the Denver Airport District about Land Use Item #1, lighting for the sign on the Kum & Go convenience store planned for development at the intersection of Airport Road and Troy Hill Road. Mr. Miller recommended utilizing the FAA 7460-1 Notice of Proposed Construction or Alteration process to ensure compliance with FAA requirements. A Federal Aviation Administration (FAA) form 7460-1 has been submitted. Kevin Keith also read an email from Alex McKean, RS&H (the Airport's Engineer on call), regarding Land Use Item #1.

Vice Chairman Nichols moved to approve Land Use Items #2 through 5. Commissioner Biancur seconded.

Discussion: None

**VOTE: APPROVED (Unanimous).**

Vice Chairman Nichols made a motion that Land Use Item #1, the Kum & Go signage, be recommended for disapproval by the Airport Advisory Commission. Commissioner Ellis seconded.

Discussion: Commissioner Ellis emphasized his concerns about the signage lighting for land use item #1. Commissioner Biancur also shared his concerns about the possibility of visual illusion during a circling approach.

Greg Phillips asked about the likelihood of a circling approach being conducted during various weather conditions. Chairman Maier responded that a circling approach would not be a pilot's preferred approach unless there were already circumstances precluding a more favorable option.

Commissioner Biancur questioned Kum & Go's reservations to providing a 1' or 18" shade on the sign.

Liaison Commissioner VanderWerf shared his belief that 2019 is the year encroachment and the various aspects of that issue will become a community concern.

Chairman Maier called the question and confirmed that the commission was voting to recommend disapproval of Land Use Item #1.

VOTE: **MOTION APPROVED (Unanimous).**

## **B. Director's Airport Business Report**

- Airport/Airfield Construction Report – Steven Gaeta reviewed the Airport/Airfield report.
  - Steven Gaeta shared that 3 of the 5 escalators will be replaced in 2019 and the remaining 2 will be completed in 2020.
- Airline Data Analysis Report – Josh Stone presented the Airline Data Report.
  - Josh Stone explained that many of the declines noted on the Airline Data Report were due to the buildup of Frontier flights last year that were not rescheduled this winter.
  - Chairman Maier requested a trend diagram that shows the load factor data be added to the report. Chairman Maier also asked that a trailing twelve (12) month analysis be added to the Commission's reports.
  - Greg Phillips and Josh Stone are meeting with Sun Country Airlines in January 2019 to discuss future options.
- COS Financial Report – Tom Roisum reviewed the financial reports.
- Airport Business Development Report – Greg Phillips/Troy Stover
  - Fed Ex is going vertical with their construction north of the Airport. Construction is on schedule and an open house is expected to take place in June 2019.
  - Construction on the 32,000 square foot WWII Museum has begun.
  - Construction on the Western LLC hangar for Sierra Nevada is continuing to move forward.
  - The airport continues to see significant interest in General Aviation (GA).
  - The airport is currently in negotiation on two (2) new potential projects.
    - An additional GA facility on the West side.
    - An additional hangar to be discussed at a later date.
  - The airport continues to work with the US Forest Service on a lease anticipated to be completed the first quarter of 2019. A sight plan would be completed in 2019 and the US Forest Service facility is planned to be completed and operational before the 2020 fire season.
  - The airport is close to finalizing a Letter of Intent for a hotel project at the Airport.
  - A Development Plan (DP) has been submitted for Project Jungle. A DP for Project Rodeo is expected to be submitted within a few months.
  - Mayor Suthers will host a "Hot Chocolate with the Mayor" event at 7:30am on Saturday, December 22nd, at the Colorado Springs Airport.
  - The airport's 2<sup>nd</sup> floor renovation is scheduled to be completed by the end of January 2019.
  - Greg Phillips discussed ongoing airport encroachment concerns with David Ulane, Chairman of the Colorado Aeronautics Board, Colorado Division of Aeronautics. Discussions may continue at the January 2019, Colorado Airport Operators Associations (CAOA) convention in Denver.

## **VII. OTHER BUSINESS**

- None

## **VIII. COMMISSION MEMBER'S COMMENTS**

- Commissioner Myers shared an update on the ongoing "Economic Impact Study of Colorado Airports" strategic study that is due to be completed in 2020.
- Peggy Littleton gave notice that her term as an El Paso County Commissioner would end in January and that this was her last meeting as a County Liaison to the Airport Commission. Commissioner Littleton was thanked for her past service and contributions to the Commission.
- County Commissioner VanderWerf also publicly thanked Peggy Littleton for all her years of service and invited all to a reception being held on Thursday, December 20, 2019 in the Board of County Commissioners Building at 200 S. Cascade.

- Commissioner Biancur requested that a copy of the 2019 AAC Meeting calendar be resent.
- County Commissioner VanderWerf mentioned that \$45,000 of the \$80,000 needed for the USS Arizona exhibit has been raised. The USS Arizona exhibit is expected to be placed at the Colorado Springs Airport in the spring of 2019.

IX. **CHAIRMAN'S COMMENTS**

- Chairman Maier shared that the Area of Influence initiative continues moving forward. The documents are currently with Michael Gendill awaiting review.
- Chairman Maier informed the Commission that revision to the AAC Creating Ordinance (14.1. XXX) and the Commission's Rules and Procedures are currently underway. The Rules and Procedures will be submitted to the Commission for approval prior to being submitted to City Council for their approval.

**The next meeting date is Wednesday, January 23, 2019**

X. **ADJOURN**

Vice Chairman Nichols moved to adjourn, Commissioner Couch seconded.

Discussion: None

**VOTE: APPROVED: (Unanimous).**

The meeting adjourned at 4:23PM.