



**COLORADO SPRINGS
AIRPORT**

**MINUTES
Airport Advisory Commission
April, 28, 2021
3:00PM – 5:00PM
(Via Teleconference)
Teams Meeting**

VOTING

COMMISSIONERS PRESENT:

Bill Nichols – Acting Chairman (via Teams)
Hal Ellis – Commissioner (via Teams)
Mark Volcheff – Commissioner (via Teams)
Michelle Ruehl – Commissioner (via Teams)
Chic Myers – Commissioner (via Teams)
Aaron Wood – Commissioner (via Teams)
David L Couch – Commissioner (via Teams)

NON-VOTING

MEMBERS PRESENT:

Danny Mientka – Alternate Commissioner (via phone)
County Commissioner Stan VanderWerf – Liaison Commissioner
(via Teams, joined later)
County Commissioner Carrie Geitner – Liaison Commissioner
(via Teams)
Wayne Williams – City Council Representative (via Teams)

NON-VOTING

MEMBERS ABSENT:

Bill Murray – City Council Representative

CITY STAFF PRESENT:

Greg Phillips – Director of Aviation (via Teams)
Troy Stover – Assistant Director of Aviation (via Teams)
Brett Miller – Assistant Director of Aviation (via Teams)
Kevin Keith – Aviation Planner (via Teams)
Kristine Andrews – Environmental Health & Safety Specialist
(via Teams)
Steven Gaeta – Design & Construction Manager (via Teams)
Joe Nevill – Air Service Development Manager (via Teams)
Dana Schield – Public Communications Specialist II (via Teams)
Chris Padilla – Senior Analyst (via Teams)
Michael Gendill – Senior Attorney

GUESTS PRESENT:

Amy Kelley – US Air Force Academy (via Teams)
Allison Patak – US Air Force (via Teams)
Patsy Buchwald – Paradies
Wayne Heilman – Media, The Gazette (via Teams)
Nina Ruiz – El Paso County Planning Manager
Mark Gebhart – El Paso County Deputy Director
Other attendees via phone were unknown

I. MEETING CALLED TO ORDER at 3:01 PM APRIL 28, 2021 by ACTING CHAIRMAN NICHOLS

II. APPROVAL OF THE MARCH 24, 2021 MEETING MINUTES

Acting Chairman Nichols made a motion to approve the March 24, 2021 meeting minutes. Commissioner Myers seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 7 Yes).**

III. COMMUNICATIONS

- Acting Chairman Nichols welcomed Mark Volcheff as Commissioner on the Airport Advisory Council as he assumes a permanent position following the opening on the Commission due to John Maier's departure.

IV. PUBLIC COMMENT

- None

V. NEW BUSINESS AND REPORT ITEMS

A. Land Use Review – Kevin Keith

Kevin Keith presented eleven (11) Land Use Items.

Commissioner Volcheff moved that the Airport Advisory Commission recommend no objection in concurrence with the airport's recommendations on Land Use Items #1, #2, #3, #4, #5, #7, #8, #9, #10 and #11. Commissioner Ruehl seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passed 7 Yes)**

Land Use Item #6: Briefed

Kevin Keith gave a detailed briefing of Land Use Item #6, a request by Matrix Design Group on behalf of RAO Investments, LLC for approval of the Aspen Meadows Filing No. 2 PUD development plan. The airport has no objection to the land use item, with the following conditions: Avigation Easement and FAA Form 7460-1. Kevin Keith recommended that the Airport Acknowledgement Form be removed from the conditions of approval based on the location of the land use item and is outside of the boundary that was identified within the Land Use Compatibility Study.

Acting Chairman Nichols made a motion that the Airport Advisory Commission recommends no objection of Land Use Item #6 with the exception that the Airport Acknowledgment be removed. Commissioner Myers seconded.

VOTE: **APPROVED (Unanimous, Roll Call Passed 7 Yes)**

El Paso County Land Use Master Plan Update – Kevin Keith

Director of Aviation, Greg Phillips, introduced Kevin Keith and prefaced that the airport is working diligently to provide consistency for developers and community members regarding land use. Kevin Keith discussed the recommendations of the Airport Advisory Commission for the El Paso County Land Use Master Plan. The plan is no longer under public review and is in the process of review and approval with the County Commissioners. The main area of concern for the Commission focused on the Cimarron Hill area, and El Paso County agreed to update the map, pulling out residential out of the Commercial Development areas and including the ADACG ramp as well.

The Airport Advisory Commission also recommended El Paso County should continue to utilize the 2019 Colorado Springs Airport Master Plan to ensure compatibility between future development and airport operations. The County approved use of the most current Master Plan or Compatibility Study. Other references included were returned back and noted as regulatory in nature.

Meetings were held with the Airport Advisory Commission, Peterson Air Force Base, and Colorado Department of Transportation (CDOT) addressing the comments and concerns of the El Paso County Land Use Master Plan. Kevin Keith noted that the airport was pleased with the requests taken into consideration.

Commissioner Volcheff commented that the El Paso County Land Use Master Plan does not contain all the details regarding land use, as there are many other land use plans to complement the El Paso County Land Use Master Plan.

Mark Gebhart with El Paso County commented that the El Paso County Land Use Master Plan is an advisory document. The plan will be certified with County Commissioners following adoption proceedings. Gebhart also noted the inclusion of the most recent master plan.

Commissioner Myers praised the Airport Advisory Commission and airport on their work on encroachment and its inclusions in City and County planning documents. County Commissioner VanderWerf echoed the praise of Commissioner Myers.

B. Director's Airport Business Report

- Project Status Report – Steven Gaeta
 - The preconstruction meeting for the Runway 17R/35L Rehabilitation project was successful and an airport operations (impact) meeting is scheduled for May 6. A full construction Notice to Proceed (NTP) has been issued with an effective date of May 11, 2021.
 - IT Phone Switch project budget has been updated slightly and has been approved the City's IT Prioritization Board.
 - Commissioner Wood inquired on the status of the USDA Forest Service construction. Steven Gaeta noted that the USDA Forest Service contract is completed, and crews mobilized on site, but operations in 2021 will continue to operate on the ADACG. The deice apron ramp will be functional in 2022.
 - Commissioner Volcheff asked what components were involved in the price associated with the Airport Master Plan project. Steven Gaeta noted that cost is associated with the design of the plan and some other components, like community outreach. Director Greg Phillips noted that the development of this plan is a requirement of the FAA involves and a complete look at the aviation forecast. Acting Chairman Nichols expressed interest in learning more about the Airport Master Plan.
 - Director Phillips noted that the Construction and Development team oversee the work in Peak Innovation Park.
- Traffic Trend Report – Joe Nevill
 - Joe Nevill presented the March 2021 traffic numbers, noting that Southwest Airlines began service on March 11.
 - March 2021 enplanements were at 57,578 which represents a 67 percent increase when

- compared to 2020 but a 4.6 decrease when compared to 2019.
 - When comparing February 2021 enplanements to February 2019 enplanements, there is a 47 percent difference.
 - March load factor was 63.4 percent, down 23 points versus 2019.
 - Frontier Airlines ran an 80 percent load factor in March followed by American Airlines at 77 percent.
 - Southwest began service mid-month and presented a 51.7 percent load factor for the month.
 - April TSA volumes were 13 to 14 percent higher than the same time in 2019, indicating continued growth.
 - April seats were up 67 percent versus 2019. May and June seats were up 44 percent when compared to 2019. A significant increase capacity for the summer.
 - Total Operations for February 2021 were down .1 percent from the previous month and 5.6 percent year-to-date.
 - Commissioner VanderWerf asked if Southwest had expressed any concerns about the 50 percent load factor. Joe Nevill noted that bookings in general have been in line with the Southwest expectation and the airport is working closely with the airline.
 - Director Phillips noted that there is a high saturation of marketing, specifically working with Southwest Airlines.
 - United Airlines will be adding two additional flights: a seventh daily flight to Denver and third daily flight to Houston for June. American Airlines has added a seventh daily flight to Dallas for June.
- COS Financial Report – Chris Padilla
 - March actuals versus forecasted financials were aligned. Expenses were within 2.3 percent of the forecasted \$1.7 million. Revenue is within 4.6 percent of the forecasted amount of \$1.5 million.
 - In reference to revenue variances, ground rent accounted for a major variance at \$121.1K higher than the previous month and sale of scrap accounted for a variance of \$138.3K in revenue.
 - In reference to expense variances, there was a 2.27 percent increase. Utilities accounted for the bulk of that variance with a different of \$222K, which was the airport's share of the USDA Forest Service tap fee.
 - Assistant Director of Aviation, Troy Stover, noted that the tap fee is reimbursable.
 - Revenue trends have moved closer to forecast.
 - Expected costs are in line with forecasted expenses.
 - Commissioner Ellis asked if the forecasts were pre- or post-COVID; Chris Padilla noted they were during/post.
 - PFC revenues are at 15 percent of forecasted amount, but those are expected to accelerate through the year.
 - CFC are at 10 percent of the forecasted amount but expected to follow PFC trends.
 - 73 percent of the CARES Act funding is used for payroll, while 27 percent is allocated for operating expenses.
 - Year to date there is a balance of 4.1 million in CARES Act funding remaining.
 - The airport has 470 days cash on hand.
- Airport Business Development Report – Troy Stover
 - Assistant Director of Aviation, Troy Stover, presented new development maps for the Airport Advisory Commission.
 - North east of the airport, there is a 19-acre development with lease negotiations in process. The development will combine with an adjacent development.
 - A new discussion out of Denver has begun regarding 22-acres, near the entrance of Peterson Air Force Base and off Airport Road. The infrastructure put in for FedEx will benefit the parcel. Letter of Intent is slated in the next few weeks
 - Lease discussions with a developer for approximately a 10-acre, multi-hangar development.
 - Close to end of discussions and Letter of Intent.
 - Acting Chairman Nichols inquired about the type of hangars. The development will include a variety of sizes for different markets.
 - The construction of Peak Innovation Parkway and Integration Loop will begin summer of 2021.
 - The build out of Powers Blvd and Peak Innovation Parkway will occur late in the

summer of 2021. Troy Stover noted that CDOT has been collaborative on the project. This project will include a lighted intersection with double left hand leaving and entering Peak Innovation Park.

- Integration Loop extension has begun as the location is already at grade for pavement.
- A 24-inch water main will run from Powers Blvd to Milton Proby Parkway, all the way down through Peak Innovation Park, down to Integration and leave the airport property towards Marksheffel Rd. It will be installed in 2021 and continue through the beginning of 2022.
- Final stages of infrastructure for Project Rodeo has begun. The intersection at Grinnell should be completed shortly. Discussions to bring the \$22 million infrastructure project to a close are impending.
- Project Congo is going well and have made substantial progress.
- Flywheel east has started moving dirt, moving the hillside down roughly 15 feet. The dirt will be moved towards the hotel to help prepare that land.
- Hotel negotiations are concluded, and the purchase and sale agreement are being signed for two hotels on six acres of land.
- Aerospace continues construction on expansion project.
- USDA Forest Service is moving forward with their facility.

C. General Business/COVID 19 Update – Greg Phillips

- Director Phillips announced the airport's accreditation as a (Global Biorisk Advisory Council) GBAC Star Facility. The accreditation represents established and maintained a cleaning, disinfection and infectious disease program to minimize risks and provide proper cleaning protocols. There are less than 40 airports in the country that have achieved this accreditation. Director Phillips praised the attendants and operations teams for their hard work.
- The Global Super Tanker announced it was ceasing operations and Director Phillips noted that the aircraft has not been at COS for over two years. There is currently not any agreement between COS and the Global Super Tanker.
- Commissioner Wood spoke to the fact he has kept in contact with some of the Global Super Tanker crew and they are doing well. Wood noted there is not an agreement in place with the aircraft but would be happy to welcome them back.
- The airport is hosting the Colorado's 5th Congressional District Art Contest. Artwork from students in 13 different schools in Colorado's 5th Congressional District is on display at COS until May 7. The students are competing for scholarships, supplies and gift cards. The event is sponsored by Southwest Airlines.
- State Airport Operators Association is meeting in Telluride the first week in June and some COS staff will be attending.
- COS staff will be attending an air service conference, Routes Americas, in Orlando this September. NOTE: The dates were misstated and the conference is actually in late June.
- May 17 has been announced as the return to work date for all City employees. Director Phillips noted the City is stressing in-person meeting are not essential, so the May and possibly June Airport Advisory Council meetings will remain scheduled as virtual meetings.
- Rental car companies have noted issues of shortage due to the electronic chips that are necessary for the cars being unavailable.
- Another impact to travelers includes ground transportation. The ride share companies and taxis are struggling to build back their service. The airport is aware of the issue and working with the respective companies on solutions.

D. Chairman's Report

- Acting Chairman Nichols noted all commissioners should have received an email from Dana Schield regarding voting for chair.

VI. OTHER BUSINESS

- Colorado Aeronautical Board Update – Commissioner Myers
 - Expansion at Northern Colorado Airport that services Loveland/Fort Collins areas is continuing. An RFP for an FBO has been released with large hangars and 2,000 square foot

- facility. Commissioner Myers noted that the Northern Colorado Airport currently utilizes a remote tower.
 - The standards for Sustainable Aviation Fuel (SAF) have been established. There are number of major airlines and suppliers that are starting to generate SAF. The benefits of SAF are its lighter in weight and the performance is stronger. Emissions are more favorable than traditional fuel.
 - Commissioner VanderWerf inquired about zero-lead replacement. Commissioner Myers noted there it is still an ongoing effort.
- Westside Operators Meeting Discussion – Commissioner Wood
 - Commissioner Wood noted the information regards to the Runway 17R/35L Rehabilitation that the airport is sharing has been extremely helpful.
- Washington Update – Commissioner Ruehl
 - Commissioner Ruehl will be briefing the US DOT and all the major airlines regarding SAF through 2050.
 - There is a significant amount of tracking involved regarding SAF.
 - Telluride and Aspen airports have received accolades for use of SAF.
 - Commissioner Ruehl inquired if discussion at Colorado Springs about SAF had occurred.
 - Commissioner Wood noted AVFuels is the company that services the Telluride airport and that they would be a good resource.
 - Commissioner Ruehl noted she is currently tracking all greenhouse gas emissions from major airlines and work with the FAA to create a SAF plan. Commissioner Ruehl noted this is a high emphasis project.
 - Commissioner Nichols inquired about the production demand and if SAF could meet current demands. Commissioner Ruehl noted it cannot right now.
 - Commissioner VanderWerf inquired about the benefits of SAF regarding carbon emissions reductions. Commissioner Ruehl noted over the lifespan of SAF the estimate is an 80 percent reduction. Commissioner Myers noted SAF recorded 16-20 percent better fuel efficiency.
 - The price of SAF would have to initially be subsidized.
- Election of AAC Chair to fill vacant term of May 2021 through October 2021
 - Acting Chairman Nichols called for nominations to fill the vacant chair seat.
 - Commissioner Ellis nominated Commissioner Wood due to his alignment with general aviation, the business park, and the airlines.
 - Commissioner Myers nominated Commissioner Nichols. Acting Chairman Nichols noted he does not meet the requirement for chair based on city code.
 - Acting Chairman Nichols asked all voting Commissioners send their votes for chair to Dana Schield via email.
 - Commissioner Wood received the unanimous vote and was elected Airport Advisory Chairman to fill vacant term of May 2021 through October 2021.

VII. COMMISSION MEMBERS' COMMENTS

- Commissioner Geitner noted the amount of helpful information in the meeting as well the number of Southwest planes she has seen.
- Councilmember Williams thanked the Commission and the airport for all their hard work and noted the benefit of Southwest.

VIII. CHAIRMAN'S COMMENTS

- None

IX. ADJOURNMENT

Acting Chairman Nichols adjourned the meeting at 4:39 PM.

The next meeting date is Wednesday, May 26, 2021