



**COLORADO SPRINGS
AIRPORT**

**MINUTES
Airport Advisory Commission
Wednesday, December 16, 2020
3:00PM – 5:00PM
(Via Teleconference)
Teams Meeting**

VOTING

COMMISSIONERS PRESENT:

John Maier – Chairman (via Teams)
Bill Nichols – Vice Chairman (via Teams)
Hal Ellis – Commissioner (via Teams)
Michelle Ruehl – Commissioner (via Teams)
Chic Myers – Commissioner (via Teams)
Aaron Wood – Commissioner (via Teams)

VOTING

COMMISSIONER ABSENT:

David L Couch – Commissioner

NON-VOTING

MEMBERS PRESENT:

Mark Volcheff – Alternate Commissioner (via Teams)
Danny Mientka – Alternate Commissioner (via phone)
County Commissioner Stan VanderWerf – Liaison Commissioner
(via Teams)

NON-VOTING

MEMBERS ABSENT:

Councilor Andy Pico – City Council Representative
Bill Murray – City Council Representative
County Commissioner Mark Waller – Liaison Commissioner
Dave Elliott – Meadow Lake Airport Liaison

CITY STAFF PRESENT:

Greg Phillips – Director of Aviation (via Teams)
Michael Gendill – Legal Advisor (via Teams)
Ivette Rentas – Customer Relations Coordinator (via Teams)
Troy Stover – Assistant Director of Aviation (via Teams)
Brett Miller – Assistant Director of Aviation (via Teams)
Kevin Keith – Aviation Planner (via Teams)
Steven Gaeta – Design & Construction Manager (via Teams)
Joe Nevill – Air Service Development Manager (via Teams)
Dana Schield – Communications Specialist II (via Teams)
Chris Padilla – Senior Analyst (via Teams)
Jeremy Owings – Operations Manager

GUESTS PRESENT:

Brian Potts – PPACG (JLUS) (via Teams)
Kelly Nelson – The Equity Group (via Teams)
Mike Shafer – Peterson Air Force Base (joined later via Teams)
Ayoka Paek – AICP Community Planner (via Teams)
Other attendees via phone were unknown

I. MEETING CALLED TO ORDER at 3:00PM DECEMBER 16, 2020 by CHAIRMAN MAIER

II. APPROVAL OF THE NOVEMBER 18, 2020 MEETING MINUTES

Vice Chairman Nichols made a motion to approve the November 18, 2020 meeting minutes. Commissioner Myers seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 6 Yes).**

III. COMMUNICATIONS

- None

IV. PUBLIC COMMENT

- None

V. NEW BUSINESS AND REPORT ITEMS

A. Land Use Review – Kevin Keith

Kevin Keith presented twelve (12) Land Use Items.

Chairman Maier made a motion the Commission recommend no objection and approval of Land Use Items #2, #3, #4, #5, #6, #7, #8, #10, #11, and #12 based upon airport staff recommendations and conditions of approval as presented by airport staff. Vice Chairman Nichols seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passed 6 Yes)**

Land Use Item #1: Briefed

Kevin Keith gave a detailed briefing on Land Use Item #1, Request by Kimley-Horn on behalf of Colorado Springs Utilities (CSU) for approval of the Advanced Technology Campus (ATC) Master Plan. The plan includes development of a utility facility and campus located at the southwest corner of Drennan Road and Foreign Trade Zone Boulevard.

Troy Stover shared the development will be open to the public and include an educational facility. CSU and airport staff are currently in discussion of possible alternative energy that would supply service to Peterson Air Force Base, Peak Innovation Park, and the Colorado Springs Airport in the future.

Chairman Maier shared his concerns of the possible impact a utility facility development could have on the daily operations of the airport.

Vice Chairman Nichols made a motion that the Airport Advisory Commission has no objection to Land Use Item #1. Commissioner Ruehl seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passed 6 Yes)**

Land Use Item #9: Briefed

Due to a conflict of interest, Alternate Commissioner Mientka excused himself from the Land Use Item #9 discussion.

Kevin Keith gave a detailed briefing on Land Use Item #9, Request by Kimley-Horn on behalf of Colorado Springs Equities, LLC for approval of a PUD Preliminary Plan for Meadowbrook Park. A County residential development within Accident Potential Zone 2 (APZ-2), located north of Highway 94 and west of Highway 24. Developers have agreed to comply with the airport staff recommendations and conditions for approval.

Chairman Maier made a recommendation that the Commission has no objection to Land Use Item #9 and recommends concurrence with the airport staff recommendations and conditions. Vice Chairman Nichols seconded.

Discussion: None

VOTE: APPROVED (Unanimous, Roll Call Passed 6 Yes)

B. Director's Airport Business Report

- Project Status Report – Steven Gaeta
 - Installation of the car rental counters is near completion and scheduled to relocate back to the first floor the week of December 14.
 - Discussions about the scope on the Taxiway B Rehabilitation project has begun and construction is anticipated to begin in 2022.
 - A Notice to Proceed (NTP) on the Rehabilitation of Runway 17R/35L is expected to be issued in April 2021. Completion is anticipated in October 2021. During a virtual meeting, Airport staff and west side general aviation stakeholders discussed the project phases.
 - Brett Miller, Dana Schield, Steven Gaeta, and Bud Geng will work together on a Public Relation Campaign for the Rehabilitation of Runway 17R/35L project.
- Traffic Trend Report – Joe Nevill
 - During the month of November, COS had 29,470 enplanements, down 59% year to date. Available seats are down 48% year-to-year. Load factor year-to-date is down 18%.
 - The airport had a total of 58,000 passengers for the month of November.
 - The airport is approaching its “COVID Impacted” estimate of 361,000 enplanements by the end of the year.
 - Monthly operations for Air Carriers are down 28.4% from the previous year. Air Taxi/General Aviation are up 15%; and Military Aviation is also up 1.2%. Total operations at the airport is up 7.7% from November 2019. Total Year-to-date operations at the airport are down 1%.
 - Brett Miller will reach out to Kurt Jennings, Air Traffic Control and obtain information on how general aviation traffic numbers are tracked.
 - Southwest Airline service starts in March. They will utilize gates #9 and #11.
 - Frontier Airlines will be moving to gates #1 and #2.
- COS Financial Report – Chris Padilla
 - Greg Phillips introduced Chris Padilla, the new Airport Senior Analyst for finance. Chris Padilla comes to us from the Aspen Airport.
 - November monthly revenue was 46% below the ‘Pre-COVID’ budget forecast for November.
 - The airport has received \$6.9M of Cares Act Funding. An additional \$1.9M is anticipated before the end of the year.
 - Currently, the airport has 462 days of cash reserve.
 - Airport staff meet with the airlines to discuss changes to the rates & charges model based on Southwest entering the COS market in March. Southwest airlines will have a positive impact on COS by bringing in additional revenue and helping spread cost.
 - Due to the year-end audit, there are no financial reports for the month of January 2021 or February 2021.

- Airport Business Development Report – Troy Stover
 - General aviation construction has subsided somewhat in the past several months.
 - The World War II Museum hangar is complete.
 - COS Owners hangar is complete.
 - Construction of the Sierra Nevada Corp. (SNC) lean-to project is moving forward.
 - The 30,000 sq. ft. hangar for SNC is complete.
 - A new developer is showing interest in beginning development of a project on the east side of Peak Innovation Park near the US Forest Service Ramp. Additional information forthcoming.
 - Project Rodeo is on schedule and expected to be completed in May 2021.
 - Project Jungle is complete and operational.
 - A lease agreement for Project Congo is expected to be executed in January 2021.
 - A 10-acre ground lease for Flywheel North in Peak Innovation Park has been signed and is moving forward.
 - A 21-acre ground lease for Flywheel East in Peak Innovation Park has been signed and a development plan will be issued the week of December 21.
 - Discussions of an additional Light Industrial project in Peak Innovation Park is moving forward.
 - The Aerospace lease in Peak Innovation Park is complete and Aerospace has agreed to join the Metro district.
 - Discussions for the construction of two (2) hotels is moving forward.
 - Airport staff is in discussion with a developer that is showing interest on developing a 100,000 sq. ft. Distribution Light Industry Facility in Peak Innovation Park.
 - Airport staff has initiated discussions with CDOT regarding the development of an intersection at Peak Innovation Parkway and Powers Blvd.
 - COS has an additional \$25M to \$27M of infrastructure being built to support Peak Innovation Park.
 - Colorado Springs Airport is anticipating approximately \$8.2M reimbursement from the Peak Metropolitan District in the spring 2021. The Peak Metropolitan District is expected to oversee the maintenance of Peak Innovation Park beginning in 2021.

Troy Stover presented the Commission with an in-depth overview of the State Infrastructure Bank Loan (SIB) and how the airport intends on utilizing the loan for continued future development within Peak Innovation Park. The airport is requesting a letter-of-support from the Commission to provide to the State Transportation Board. Chairman Maier will work with the airport staff on drafting a letter. The Commissioners will be given an opportunity to review the letter prior to it being submitted to the State.

C. General Business/COVID 19 Update – Greg Phillips

- Due to the increase in positive results for COVID, the City has returned to Code Red. Therefore, unless absolutely necessary all meetings will be held via Teams.
- Mayor John Suthers will be announcing the Airport Employee of the Year on an all staff virtual meeting on December 17.
- Greg Phillips announced that after serving 26 years at the Colorado Springs Airport, Kirk Deines, Airport Field and Fleet Supervisor will be retiring on December 28.
- Greg Phillips shared the Airports Council International – North America (ACI-NA) has nominated the Colorado Springs Airport for the 2020 MarCom Award for Brand Identity. The winner will be announced on December 17.
- Greg Phillips extended his best wishes through the holiday season.

Legal Opinion – Permissible Commission Recommendations – Michael Gendill

Discussions with legal counsel concluded that no changes to the Commission’s Rules and Procedures were required at this time. Counsel commented on formulation of appropriate Commission recommendations to stay in compliance with City and Commission requirements.

D. Chairman's Report

- None

VI. OTHER BUSINESS

- SIB Letter of Support was moved on the agenda and followed the completion of the Airport Business Development Report (item V).
- Colorado Aeronautical Board Update – Commissioner Myers
 - Commissioner Myers shared that the Colorado Aeronautics Board (CAB) shared their support of the SIB application. David Ulane, Director highly endorsed and delivered the application to the Colorado Department of Transportation (CDOT).
- Westside Operators Meeting Discussion – Commissioner Wood
 - Starting January 2021, the west side general aviation stakeholder meetings are scheduled for the 3rd Thursday of each month.
 - Commissioner Wood extended his appreciation to airport operations for their presentation of the runway phasing plan.

VII. COMMISSION MEMBERS' COMMENTS

- Commissioner Ruehl extended condolences for the passing of Josh Stone.
- Commissioner Ruehl will provide monthly FAA updates and she will be added to the agenda under "Other Business".
- Vice Chairman Nichols extended congratulations to the airport on all the continued growth throughout the year.

VIII. CHAIRMAN'S COMMENTS

- Chairman Maier acknowledged Councilor Andy Pico for his support of the Airport Advisory Commission and wished him well on all future endeavors.
- Chairman Maier extended gratitude to the Commission for their hard work and support during the year.
- Greg Phillips introduced Jeremy Owings, the new Airport Operations Manager. Jeremy Owings comes to us from the Des Moines International Airport.

IX. ADJOURNMENT

The meeting was adjourned at 4:40 PM.

The next meeting date is Wednesday, January 27, 2021