



**COLORADO SPRINGS
AIRPORT**

**MINUTES
Airport Advisory Commission
Wednesday, March 24, 2021
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)
David L Couch – Commissioner (via phone)

NON-VOTING

MEMBERS PRESENT:

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

NON-VOTING

MEMBERS ABSENT:

Bill Murray – City Council Representative
Wayne Williams – City Council Representative
Dave Elliott – Meadow Lake Airport Liaison

CITY STAFF PRESENT:

Greg Phillips – Director of Aviation (via Teams)
Tiffany Henry – Paralegal (via Teams)
Ivette Rentas – Customer Relations Coordinator (via Teams)
Troy Stover – 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 – Communications Specialist II (via Teams)
Chris Padilla – Senior Analyst (via Teams)
Jeremy Owings – Operations Manager

GUESTS PRESENT:

Amy Kelley – US Air Force Academy (via Teams)
Allison Patak – US Air Force (via Teams)
Patsy Buchwald – Paradies
Other attendees via phone were unknown

I. MEETING CALLED TO ORDER at 3:00PM MARCH 24, 2021 by CHAIRMAN MAIER

II. APPROVAL OF THE FEBRUARY 24, 2021 MEETING MINUTES

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

Discussion: None

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

III. COMMUNICATIONS

- Alternate Commissioner Mark Volcheff has been appointed by City Council as Commissioner to fill the vacancy created by Chairman John Maier' resignation effective March 26, 2021.

IV. PUBLIC COMMENT

- None

V. NEW BUSINESS AND REPORT ITEMS

A. Land Use Review – Kevin Keith

Kevin Keith presented ten (10) Land Use Items.

Chairman Maier 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, #6, #7, #8, and #9. Commissioner Wood seconded.

Discussion: None

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

Land Use Item #10: Briefed

Kevin Keith gave a detailed briefing on Land Use Item #10, Request by Matrix Design Group on behalf of COLA, LLC for approval of a preliminary plan major amendment for The Trails at Aspen Ridge. The amendment includes 117.98 acres previously approved to include 680 single-family residential lots, parks, and open space. This is an increase from the previously approved 605 residential units. The property is located southeast of the intersection of Bradly Road and Powers Boulevard.

Discussion: Alternate Commissioner Volcheff asked for clarification of permissible residential development within Accident Potential Zone 1 and 2 (APZ-1 & APZ-2). Kevin Keith responded that residential development within APZ-1 and APZ-2 is restricted under the City of Colorado Springs Zoning Codes, but residential developments within APZ-2 under the El Paso County Zoning Codes is permitted.

Alternate Commissioner Volcheff asked if Land Use Item #10, Accident Potential Zone verbiage "The proposed use associated within the development of this parcel appears to be permissible in the APZ-2 subzone" could be altered to read; "No residential dwellings are permissible in APZ-1".

County Commissioner VanderWerf shared that El Paso County and the City of Colorado Springs are working closely together on developing an intergovernmental agreement (IGA) on an annexation that will assist when coordinating Land Use policy.

Kevin Keith mentioned that after discussions between airport staff and the Matrix Design Group, the developer was receptive to airport staff recommendations on approach lighting notifications, airport acknowledgment forms, and aviation easements as well as other staff recommendations.

Vice Chairman Nichols made a motion that the Airport Advisory Commission recommends no objection in concurrence with airport staff recommendations on adoption of Land Use Item #10. Commissioner Ruehl seconded.

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

B. Director's Airport Business Report

Greg Phillips shared that during the City Council meeting held on March 23, 2021, the Kaleidos Development Plan and Regan Ranch Development Plan (both previously reviewed by the AAC). Director Phillips stated that he took the opportunity to reiterate to Council how important the Commission views its Land Use Review responsibility, and how diligently that role is exercised.

- Project Status Report – Steven Gaeta
 - A Preconstruction meeting for the Runway 17R/35L Rehabilitation project is scheduled for April 14 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.
 - Due to the logistics of tying in the TSA Checked Baggage Inspection System (CBIS) and incorporating the new CT80 (baggage scanner) installed to accommodate SWA, the airport IT room remodel project has been pushed back.
 - The City IT Review Board is scheduled to review the IT Phone Switch project on March 31 to make a determination on how to move forward with the project.
- Traffic Trend Report – Joe Nevill
 - During February 2021 COS had 28,118 enplanements, slightly up compared to January 2021, but a decrease year-over-year from the previous February.
 - Available seats declined 33% in February 2021 with a corresponding 57% decrease in load factor.
 - March 2021 enplanements are expected to grow with the Southwest Airlines (SWA) launching on March 11. Scheduled departures climb from 20 per day in February to 34 per day as a result of the commencement of SWA service on March 11th.
 - With the launching of Southwest Airlines available seats per day are at their highest since mid-2008.
 - The airport had a total of 3,300 passengers go through the Transportation Security Administration (TSA) Checkpoint on Sunday, March 21.
 - With the increase in capacity, 2021 has the potential to meet or exceed 2019 enplanements which were roughly 841,000 and/or potentially hit the airport's 2018 mark of 857,000 enplanements.
 - Southwest Airlines is maintaining a similar fare structure between Colorado Springs and Denver.
 - Commissioner Myers shared positive feedback he has received throughout the community since the launching of SWA.
 - Commissioner Couch stated that since the launching of SWA he has been flying out of COS more frequently as opposed to Denver.
 - To avoid congestion, Greg Phillips mentioned that TSA had prepared for the increase of SWA passengers by manning all the lanes and document checking stations.
 - Southwest Airlines is only using the East Terminal Unit (ETU) for overnight aircraft parking.
 - Southwest Airlines' Senior Vice President, SWA Denver Station Manager, and the COS SWA Station Manager conveyed that opening the Colorado Springs Station had been the smoothest, most well-coordinated, and most supportive airport team they've worked with of all the new stations they've opened this year.
 - Greg Phillips extended compliments to all airport staff for the hard work and dedication on the launching of SWA.

- COS Financial Report – Chris Padilla
 - February 2021 expenses were \$1.1M versus the previously forecasted \$1.5M.
 - Revenues were \$991,000 versus the previously forecasted \$1.6M.
 - Due to a significant decline in Public Parking revenue and Misc. Admin Revenue, there was a decrease in monthly revenues of \$573,000.
 - Monthly expenses decreased approximately \$364,000.
 - February 2021 forecasted expenses were estimated prior to announcing SWA, service; forecasted revenues, however, do reflect an adjustment that include SWA operations.
 - Chairman Maier suggested including the CARES Act funds to the Operating Revenue Summary to show the actual funds that are being used for operations.
 - Commissioner Ellis echoed Chairman Maier comments.
 - Troy Stover shared that the CARES Act funding's are currently being applied to supplement revenue and/or lower expenses. When the airport gains access to the funds they are entered into a rate model to offset on expenses which impacts the overall airline rate model.
 - The airport previously projected \$9.5M of CARES Act funds would be needed to balance 2021 expenses. Since the initiation of SWA service and additional services from other airlines, airport staff is projecting that only \$5.5M of CARES Act funds will be needed by year end.
 - Cumulative Operating Expense were \$2.1M against a projected \$2.2M.
 - The request for an additional \$1.3M of CARES Act Funding has been submitted.
 - Colorado Springs Airport received authorization for \$24.3M from the CARES Act Funding. Funds are to be expended within a four (4) year period and can be applied between different. Airport funding requirements. Funds were awarded with the intent to be use on maintaining the workforce, a wide scope of operational requirements, and certain development projects placed on hold due to COVID-19.
 - The airport is anticipating receiving \$4.3M of Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funding. It is anticipated that \$177,000 of these CRRSAA funds will be utilized to support airport concessions.
 - The airport is also anticipating a significant grant from the American Rescue Plan Act.
 - The airport is also utilizing the CARES Act funds received to offset loss of income from rent deferrals granted to several tenants, to offset waived Minimal Annual Guarantees (MAG), and to support terminal rent reductions through 2021.

- Airport Business Development Report – Troy Stover
 - The Metro District had a successful bond issuance of approximately \$32M. The proceeds will be applied to the growing infrastructure in Peak Innovation Park. The Metro District will be reimbursing the airport for capital infrastructure development funds used during the last five (5) years. The airport is expecting to receive reimbursement of approximately \$8M. An amended IGO will be required and must be approved by City Council to receive the funds. A-Bonds were issued at 4.77% and the B-Series were issued at 7.38%.
 - The 20,000 sq. ft. hangar under construction for COS Owners is awaiting a tenant to receive their Certificate of Occupancy.
 - Sierra Nevada Corp. (SNC) Lean-to project is close to completion.
 - The 30,000 sq. ft. hangar for SNC is also moving forward.
 - Project Congo (Amazon) is moving forward and under construction.
 - Construction of the new roundabout on Integration Loop is moving forward.
 - On March 18, there was a Flywheel E. ground breaking ceremony. The project is moving forward.
 - After a successful conversation with the hotel partners, a tentative agreement has been reached and the airport is anticipating developing a sales agreement around April 1st.
 - Construction at Aerospace Corporation continues to move forward.
 - US Forest Service has begun breaking ground for their facility and is awaiting permits to move forward.
 - Airport staff is currently in discussion with several developers that are showing interest in development projects in Peak Innovation Park.
 - Airport staff is in discussion with a Day Care Operator that's showing interest in operating a day care facility within Peak Innovation Park.

- Airport staff is holding discussions with community medical professionals regarding future Medical Facility Developments within Peak Innovation Park. Additional information forthcoming.
- A new developer is showing interest on a 10-acre parcel by the Fed Ex Facility near the entrance to Peterson AFB and Stewart Rd.
- Discussions with another developer are ongoing for development of a 10 Acre parcel on the north east side of Hwy 24 and Marksheffel Road. Required submittals to the FAA for development of this project have been completed and are approved.
- Currently only approximately 1/3 of Peak Innovation Park has infrastructure development planned or completed. Airport staff is considering other areas throughout Peak Innovation Park for possible future development.
- Airport staff is actively evaluating installation of an Approach Lighting System on the east runway (35R). The type of system is yet to be determined, but is likely a MALSR or ALSF-2.

C. General Business/COVID 19 Update – Greg Phillips

- On March 9, the “Olympic City USA” sign on the west bound side of Milton E. Proby was completed.
- The US Forest Service has begun to mobilize their contract and preparing to begin construction.

After seven and half years, Greg Phillips expressed gratitude on behalf of the Airport, for Chairman Maier’s time as Airport Advisory Commission Chairman. Phillips continued to note that Chairman Maier has been sincere, thoughtful and diligent in working with the Airport and serving the community in his role. Phillips voiced regrets for being unable to thank Chairman Maier in person and stated how honored he felt to work with the Chairman. Phillips presented Chairman Maier a plaque and runway light from the Airport staff.

D. Chairman’s Report

- None

VI. OTHER BUSINESS

- Colorado Aeronautical Board Update – Commissioner Myers
 - No updates at this time.
- Westside Operators Meeting Discussion – Commissioner Wood
 - The west side stakeholders meeting was not held for the month of March.
 - The west side stakeholders are feeling more confident after meeting with airport staff regarding Runway 17R/35L Rehabilitation Project.
 - Bill Klaers, National Museum of World War II Aviation has extended an invitation to the Airport Advisory Committee (AAC) to come visit the museum and observe the next phase. Mr. Klaers welcomed AAC to attend as a group or individually.
- Washington Update – Commissioner Ruehl
 - FAA has submitted grants to be used on testing Polyfluoroalkyl Substances (PFAS) in soils.
 - Sustainable Aviation Fuel (SAF), are being investigated to support the goal of being carbon neutral by the year 2050.
 - Commissioner Ruehl extended her gratitude to Chairman Maier for his service and the honor to serve alongside him on the AAC.

VII. COMMISSION MEMBERS’ COMMENTS

- Commissioner Myers expressed the honor to serve alongside Chairman Maier on the AAC.
- Commissioner Couch echoed previous Commissioner comments and expressed his gratitude for Chairman Maier years of service.
- Commissioner Wood praised Chairman Maier and wished him the best.

- Commissioner Ellis conveyed his blessings.
- Vice Chairman Nichols wished him well.
- County Commissioner VanderWerf echoed the previous Commissioner comments.
- Alternate Commissioner Mientka shared his gratitude for the opportunity of serving alongside Chairman Maier.
- Amy Kelley, Air Force Academy (USAFA), thanked the Chairman for his guidance and willingness to work with USAFA.
- Amy Kelley also, expressed her gratitude to Jeremy Owings and Dan Littleford for the sharing the presentation of the Runway 17R/35L Rehabilitation project to the USAFA training group.

VIII. CHAIRMAN'S COMMENTS

- Chairman Maier stated he was humbled by these gracious comments and expressed his honor for having been able to serve on the AAC for 7 ½ years. He expressed gratitude to the Community members that have attended and supported the AAC throughout these years, as well as County and City Commission Liaison members, and Meadow Lake Airport for participating in the meetings. Chairman Maier also extended his appreciation to the Airport Directors both present and past, to both Airport Assistant Directors, and especially to the airport staff for all their assistance with the AAC meetings. He expressed special appreciation to Ivette Rentas for her dedication and assistance, without which the Airport Commission meetings could not be successfully conducted during the COVID-19 period. "Thank you all"!

IX. ADJOURNMENT

Chairman Maier adjourned the meeting at 4:38 PM.

The next meeting date is Wednesday, April 28, 2021