



**COLORADO SPRINGS
AIRPORT**

**MINUTES
Airport Advisory Commission
Wednesday, October 23, 2019
3:00PM – 5:00PM
Colorado Springs Airport, Conference Room B**

COMMISSIONERS PRESENT: John Maier – Chairman
Bill Nichols – Vice Chairman
Hal Ellis – Commissioner
Michelle Ruehl – Commissioner
David L Couch – Commissioner
Chic Myers – Commissioner (arrived later)

COMMISSIONER ABSENT: Aaron Wood - Commissioner

NON-VOTING MEMBERS PRESENT: Mark Volcheff – Alternate Commissioner
Councilor Andy Pico – City Council Representative
County Commissioner Mark Waller – Liaison Commissioner (arrived later)

NON-VOTING MEMBERS ABSENT: Bill Murray – City Council Representative
County Commissioner Stan VanderWerf – Liaison Commissioner
Dave Elliott – Meadow Lake Airport Liaison

CITY STAFF PRESENT: Greg Phillips - Director
Michael Gendill – Legal Advisor
Ivette Rentas – Customer Relations Coordinator
Kris Andrews – Environmental Safety & Health Specialist
Steven Gaeta – Design & Construction Manager
Troy Stover – Assistant Director of Aviation
Brett Miller – Assistant Director of Aviation
Aidan Ryan – Marketing & Communications Manager

GUESTS PRESENT: Robert Sedlacek – Paradies
Courtney Davis – Peterson AFB
Alex McKean – RS&H
Ted Wilson – BUTTS Army Airfield Fort Carson (AAF)
Brian Potts – Pikes Peak Area Council of Governments (PPACG) – JLUS
Joseph Perez – PPACG Intern

I. **MEETING CALLED TO ORDER at 3:00PM OCTOBER 23, 2019 by CHAIRMAN MAIER**

II. **APPROVAL OF THE AUGUST 28, 2019 MEETING MINUTES**

Commissioner Couch made a motion to approve the August 28, 2019 meeting minutes tabled from the September 25, 2019 meeting. Vice Chairman Nichols seconded.

Discussion: None

Vote: **APPROVED** (unanimous).

APPROVAL OF THE SEPTEMBER 25, 2019 MEETING MINUTES

Chairman Maier made a motion to amend the September 25, 2019 meeting minutes to include additional verbiage. Vice Chairman Nichols seconded.

- Traffic Trend Report (second bullet point) to read; *The LART Committee has recommended City Council approve \$400 thousand of LART money be allocated to the Airport in 2020. This is an increase of \$250 thousand from 2019.*
- Airport Business Development Report additional verbiage added; *Airport is investigating with County and CDOT the feasibility of forgoing construction of an interim intersection at Powers and Grinnell Road in favor of proceeding directly to design and construction of the final configuration for the intersection.*

Discussion: None

Vote: **APPROVED** (unanimous).

III. **INTRODUCTION OF GUESTS**

IV. **COMMUNICATIONS**

- None

V. **PUBLIC COMMENT**

- None

VI. **NEW BUSINESS AND REPORT ITEMS**

A. Land Use Review – Kris Andrews

Kris Andrews presented and discussed ten (10) Land Use Items.

Land Use Items #1, #2, #3, #5, #6, #8, and #9: Briefed

Commissioner Ellis made a motion to approve Land Use Items #1, #2, #3, #5, #6, #8, and #9 as recommended by airport staff. Vice Chairman Nichols seconded.

Discussion: None

VOTE: **APPROVED (Unanimous)**

Land Use Item #4: Briefed

Discussion: Chairmen Maier's requested an Airport Noise Acknowledgement statement be added to the airport conditions of approval on Land Use Item #4, City of Colorado Springs, CPC CU 19-00128, AR FP 19-00620 (approval of a conditional use development plan).

Chairman Maier moved that the conditions be amended to reflect that the statement is conditional upon the property being a rental versus a sale. Vice Chairman Nichols seconded.

VOTE: APPROVED (Unanimous)

Land Use Item #7: Briefed

Discussion: Vice Chairmen Nichols requested additional information on Land Use Item #7, City of Colorado Springs, CPC A 19-00022, CPC MP 19-00123, CPC PUP 19-00125, CPC PUZ 19-00124 (approval of the annexation of Banning Lewis Ranch) regarding the Banning Lewis Ranch North master plan. The Banning Lewis Ranch North master plan is currently in the City Planning process. Airport staff is meeting with Nor'wood Development Group on October 31 regarding Banning Lewis development.

Chairman Maier made a motion to recommend approval of Land Use Item #7 with inclusion of a staff recommendation that a Federal Aviation Administration (FAA) 7460-1 Notice of Proposed Construction or Alteration form be completed. Vice Chairman Nichols seconded.

VOTE: APPROVAL (Unanimous)

Brian Potts, PPACG shared his participation in the JLUS study and his apprehension of future potential encroachment impact due to the rapid development of the community.

Land Use Item #10: Briefed

Discussion: Commissioner Ellis inquired if the FAA had evaluated the lighting for Land Use Item #10, City of Colorado Springs, CPC CU 09-00069-A2MN19, AR NV 19-00457 (approval of a minor amendment to development plan to install light poles around a new track and field) Kris Andrews shared the FAA will evaluate for height and not for illumination levels. LED lighting is being installed.

Commissioner Ellis moved to approve Land Use Item #10. Vice Chairman Nichols seconded.

VOTE: APPROVED (Unanimous)

B. Director's Airport Business Report

- Project Status Report – Steven Gaeta
 - The first floor rehabilitation (construction) project has been added to the report.
 - The Gazette wrote a positive article on the first floor rehabilitation project.
 - Avis/Budget funded \$700 thousand to build a cover over their service ready lot.
 - Aviation, Planning Consultant of Record, the negotiation in accordance with FAA requirements for reimbursement has been completed. Additional information forthcoming.
- Traffic Trend Report – Greg Phillips
 - The Marketing Department has shown to be the airport's biggest influence with filling airline seats.
 - September and October are the lesser months traveled in the year.
 - Marketing has new and fun slogans like "Say Yes to COS" and "Say Yes to Hassel Free Holiday Travel" to name a few.
 - Greg Phillips, Brett Miller, and Troy Stover attended the Frontier Strategic Partner Conference at the Broadmoor on October 3 and 4.
- COS Financial Report – Troy Stover
 - Airport revenues and expenses are running on forecast.
 - The Airport's 2020 budget was presented to City Council at the Council Work Session.

- Airport Business Development Report – Greg Phillips/Troy Stover
 - The Fed Ex facility has been completed and is fully operational.
 - The WWII Museum construction is close to completion.
 - Construction of the 30,000 sq. ft. hangar is scheduled to begin after the first of the year.
 - Project Jungle is complete and operational.
 - Project Rodeo is scheduled to begin turning dirt on December 1, 2019.
 - Discussion of a ground lease for a 280,000 sq. ft. office industrial warehouse continues.
 - Airport staff is expecting to have the hotel agreement closed by the end of the year.
 - Airport staff, City Planning, and Aerospace are scheduled to meet the week of October 28 to begin discussions on Development Plan Review Process and the potential of Aerospace joining the operating and maintenance Metro District.
 - US Forest Service is working on the lease and moving forward.
 - The City and airport staff email addresses have been changed. The new emails are **firstname.lastname@coloradosprings.gov**, all old emails addresses will forward to the new address.
 - Panel interviews for the Air Service Development Management position is expected to take place on November 4 and 5.
 - On October 12, El Paso County Parks staff, and members of the Airport staff and AAC worked together on revamping the United Airlines Flight 585 memorial.
 - On Friday, October 25, Mayor John Suthers will be at the airport to discuss the “State of the City” with airport staff.
 - Greg Phillips, Dick Janitell, and Commissioner Wood will meet soon to begin discussions regarding a West Side Operators Group.
 - The Marketing department is currently publishing an airport staff weekly newsletter called “On the Radar” that covers current updates of airport occurrences.
 - Reef Parking/Republic has taken over the responsibility for the Premier Lounge Staffing.
 - On Thursday, October 24 there is a JLUS working group meeting at the PPACG Offices.
 - Holiday promotion half price parking will run from November 15 – December 31.
 - The airport is averaging a 33% opening rate on the Constant Contact airport communication emails list.

C. Chairman’s Report

- None

VII. OTHER BUSINESS

- General Aviation Discussion – Chairman Maier
- Commissioner Ruehl presented on the topic of Objectives and Outcomes for the airport. Commissioner Ruehl assembled a list of goals that the board might value, Airport Goals, Mayor’s Goals and how they’ll all measure. Discussions will continue at the November 20 AAC meeting.

VIII. COMMISSION MEMBERS’ COMMENTS

- Meadow Lake Airport construction project has been completed and is fully operational.
- The state of Colorado is currently in the lead for the installation of video cameras on the Automated Weather Observing System (AWOS) on the mountain passes.
- Construction of the Fort Collins Remote Tower is expected to be completed in February 2020.

IX. ANNUAL ELECTION OF COMMISSION CHAIRMAN AND VICE CHAIRMAN

- Election of Officers for 2020
 - Vice Chairman Bill Nichols nominated Chairman John Maier for reelection as Chairman. (No second required). Chairman Maier accepted the nomination.
 - Commissioner Hal Ellis nominated himself for Chairman. (No second required).
 - Vote: Chairman Maier received 4 votes and Commissioner Ellis received 1 vote. One Commissioner abstained.
 - Chairman John Maier nominated Vice Chairman Bill Nichols for reelection as Vice Chairman. (No second required). Vice Chairman Nichols accepted the Nomination. Vice Chairman Nichols was elected by acclamation of all Commissioners present (7).

X. **CHAIRMAN'S COMMENTS**

- None

XI. **ADJOURNMENT**

The meeting was adjourned at 5:11PM.

The next meeting date is **Wednesday, November 20, 2019**