



MINUTES
Airport Advisory Commission
December 27, 2005

COMMISSIONERS PRESENT: Stephen Ducoff – Chairman
Bernie Herpin – Vice Chairman
Bud Breckner
Lynn French
Bob Kudwa
Joel Miller
Dennis Weber

COMMISSIONERS ABSENT: None

NON-VOTING MEMBERS PRESENT: Greg Timm, Alternate Commissioner
George Sugars, El Paso County DOT

NON-VOTING MEMBERS ABSENT: Jim Bensberg, El Paso County Commissioner
Rob MacDonald, Pikes Peak Area Council of Governments

CITY STAFF PRESENT: Mark Earle, Aviation Director
John McGinley, Asst. Aviation Director, Ops & Maintenance
Bill Keller, Airport Planning & Development Manager
Gisela Shanahan, Airport Finance Manager

CITY STAFF ABSENT: Kelly Koon, Special Projects Coordinator
Pat McDivitt, City Attorney

GUESTS PRESENT: Jane Acosta, Sr. Office Specialist, COS
Sarah Colwell, Gazette
Wendell Hawkins, Sr. Airport Operations Agent, COS
Ira Joseph, City of Colorado Springs Planning Dept.

VICE-CHAIRMAN HERPIN CALLED THE MEETING TO ORDER AT 3:02 PM

Next meeting is Tuesday, January 24, 2006.

1. APPROVAL OF THE NOVEMBER 22, 2005, MINUTES:

- Chairman Ducoff asked for approval of the November 22, 2005 Airport Advisory Commission minutes. Commissioner Kudwa made the motion to approve the minutes and Commissioner Weber seconded the motion. The motion was carried by unanimous vote.

2. PUBLIC OR CITIZEN GROUP COMMENTS:

- Ira Joseph, City of Co Springs Planning Dept, introduced himself and will be giving a presentation later in the meeting.

3. GENERAL BUSINESS

Land Use Items – Bill Keller

Bill reviewed the following land use items:

- ◆ CPC A 05-00257 / CPC ZC 05-00258
- ◆ CPC A 05-00259 / CPC PUZ 05-00263 / CPC PUD 05-00264
- ◆ CPC CU 05-00256
- ◆ CPC MP 05-00262 / CPC ZC 05-00265
- ◆ CPC FP 05-00267
- ◆ CPC A 05-002690
- ◆ CPC A 05-00261
- ◆ AR DP 05-00925 / AR FP 05-00926
- ◆ CPC DP 05-00275 / CPOC FP 05-00282
- ◆ VA-05-007
- ◆ SKP-05-006

- Commissioner French motioned to accept the land use items as recommended by Airport staff and Commissioner Weber seconded the motion. The motion was carried by a unanimous vote.

4. STAFF REPORTS

→ Traffic Report – Gisela Shanahan

- Total enplaned passengers for November were 77,864 and year to date 938,883. Total passengers are up 0.1% over 2004. Passenger count for November was the highest for the past three years. United has the largest market share, but American and America West have increased passenger traffic dramatically over 2004 numbers.
- Landed weight is down 2% for the year as compared to 2004, largely due to fewer overall flights.
- The number of landings for 2005 is 3.1% below 2004 numbers.
- Total aircraft operations continue to run approximately 5% lower than last year. Cargo continues to decline, reflecting the overall decrease in cargo operations at COSA.
- Enplanements per departure continue to remain above 2004 numbers. Average weight per landing is above 2004 reflecting the higher load factors.
- Average load factors remain at or above 70%. Continental and Allegiant consistently have the highest load factors out of COSA.

- **NEW DEVELOPMENTS:** GoJets will be flying a daily round trip to Denver under the United Express name beginning January. United will also begin one daily nonstop service to San Antonio in March.

→ **Finance Report -- Gisela Shanahan**

- Airline revenue is 5.2% below budget due to a change in the actual fees charged as compared to the fees used to calculate revenue at budget preparation.
- Concession revenue is 2.4% below budget primarily due to lower advertising revenue.
- Rental car revenue is above budget by \$330,000. Public parking revenue drop continues to reflect the ongoing construction. Short term reopened with 550 slots last week. Valet has increased substantially during the time short term was closed.
- The increase in other area revenues is primarily due to an increase in the fuel tax we received from the state, which is directly proportional to the increase in fuel. We have also begun to aggressively collect ferry and training flight landing fees, which is reflected in a \$60,000 over budget revenue in that category.
- For expenditures, our actuals are down almost \$900,000 from what was budgeted, or about 4.8%. There are major expenditures in December that will close that gap somewhat prior to year end; and we also accrue back invoices received in January that cover expenditures occurred in December.

Commissioner Herpin asked how the airport establishes fees and if they are adjusted later in the year. Gisela noted that airline rates and fees are done in advance and based on what we have to date and then adjusted mid-year so we get a true effective rate for the year.

→ **Operations and Maintenance – John McGinley**

Construction

- On December 16, we opened the rent car lot and on the 21st we opened the short term lot. We have received some compliments from patrons using the rent car lot, indicating they do like the new location. Haven't heard much about the short term parking lot. The holiday weekend went very smoothly and we did not run out of spaces. From here on out, there is concrete paving and 3 different areas that still need to be completed: south end of the short term lot is on the top of the list and we hope to have this done in the next couple weeks, there are 2 sections in the long term lot and the shuttle route in the center of the parking lot, which we hope to have completed in January. We expect to have the entire project completed in January. The contractor has run the paving into winter months, so they are out there using ground thawing equipment and having to put blankets on the concrete soon after its been poured. They are making progress and over the next week things should go smoothly.
- As for the terminal project interior remodel, we had hoped to have the temporary walls down this week, however the contractor has experienced some delays in a couple of areas. One of the major areas they are having problems with is the stonework around the fireplace. They ran into some problems and had to dismantle it, which has caused about a 4-5 day delay. We are hoping to have the walls down by the end of next week. Commissioner Herpin asked if this was on the mosaic and John noted that it was the fireplace stone. The walls should be down next week and there are a couple of lead items that are delayed and should have them in by the end of January: handrails along the loading ramp, chair rails and the gate at the head of the screening area.
- Another project taking place is the new access control system. We are about 50% complete with this project and will be done with this in mid-January. Commissioner Breckner asked what the access control was for. John said that it was for our security card

readers in the terminal building and the air carrier ramps. Commissioner Breckner asked if this includes the ramp and all the rest of the areas, and John replied that it does.

- Skywest is building a hangar, which is currently out to bid. The project is a go now. When we did an air space study on the hangar, located on the west side behind Colorado Jet Center, the FAA determined that the structure would have an impact on the localizer antennae for 35L. The localizer antenna provides centerline guidance down to the center of the runway and is used as part of our ILS. When we found out about this, we began working with the FAA to find a solution. First thought was that we would be able to upgrade the antennae which would be a fairly easy process. Once the FAA looked into what it would take to upgrade just the antennae, it turned out to be more expensive than anticipated. We have to buy an entirely new localizer which is about \$160,000. The good news about this project is that since we are putting up the \$160,000, the FAA is putting up about \$160,000, which will result in a brand new ILS out of the deal. Most of the work for the new system has been completed and starting on January 3, we will take the system down, put in the new system, have it flight checked and up and running by January 9th before we close the east runway. Commissioner Herpin asked if the system weren't certified on time, would the east runway remain open? John said that we looked at that, however we have to start the runway project on January 9, regardless. We have discussed a back up plan. Perhaps we could get the localizer running without the light and glide slope. The critical piece to the project is flight check which is scheduled for January 8th and if there is a delay in the flight check, this could delay the project. As for the install, John has been checking with the FAA and everything is going smoothly. Commissioner Breckner asked if the hangar is closer to the centerline. John stated that it's actually farther away and that we were skeptical when we originally heard there would be an impact on the localizer. Commissioner Breckner asked what is causing the concern and John explained that it's the height and shape of the hangar. When you look at the data from previous flight checks, the flight check was just above tolerance and received almost a failure rate. They are able to do a simulation that determined if the building went up it would be just enough to throw the whole system off. The schedule for the ILS is dictated by the FAA.
- On December 15 at 2:00 p.m., we opened 2 bids for the runway project. The low bidder was Lawson Construction at \$28,392,851.50. The next bidder was Interstate Highway at \$28,436,486. Both bids were within our budget and are currently under evaluation. The difference in the bids is about \$143,000 and the low bid, Lawson Construction was thrown out because it was not responsive, so we are currently going through the process. The biggest uncertainty was the pricing on cement, which is behind us now. Commissioner Herpin asked if this is a firm fixed price and John responded that it's a bid with 3 options to do Taxiway E1, then E8 and E7 and depending on how the funding falls out we can exercise the option to do a reward in those areas. Commissioner French asked what we'll be doing with the old concrete. John and Mark said that it's still being considered.

Operations

- Nothing to report.

→ Planning and Development – Bill Keller

- The first 2 projects in the status report are the airport drainage improvement and the vehicle service roads, which will be going to bid in January and should be completed by July 31, 2006.

The service roads project involves putting roadways in areas that are currently outside the vehicle perimeter loop around the airport. This project will put the roadways in an area

where the users will no longer have to access active taxiways, which will reduce the opportunity for incursions. There is one on the east side that goes north to the and will connect in by the dam structure near Sand Creek and then the second part is from the test stand on the far eastern part of the Air Force ramp, and will go around the southern tip of the golf course and will connect in on the east side of the Peterson north/south fence line. Overall, it's about 4 miles of roadway.

- The airport drainage improvement, pond 8, which is a pond that's a drainage retention structure for high rain periods will be excavated and constructed immediately north of our maintenance facility adjacent to the taxiway on the west side. SkyWest needs a lot of fill and this job happens to have just about what they need. This is currently being bid, which could turn out to be a win-win situation.
- The rehabilitation of Taxiway E1-8, G and H. This project is a pavement survey and we are in receipt of a draft survey. We met with the consultants about mid-December and we are going to meet with them again mid-January to finalize the findings. The good thing about this project is that its showing us that along Taxiways E, G and H, a full pavement replacement is not necessary, which is a net savings. We are looking at paving lanes rather than entire taxiways. This also contributes to less down time and puts us in a better operational position overall. The survey shows how the pavements will age with and without improvements. We will start implementing work once we receive the final report.
- Roadway signage project - the consultants have presented us with options for new signage. We have chosen the Frutiger font, which is clear and easy to read. We are leaning towards the blue color in option 1. There a number of different options we have previewed. Dark blue and burgundy and white arrow is the preferred color combination. The consultants will be taking our final decisions and refining them into a package for us to construct.
- The west aviation infrastructure improvements in terms of GA improvements – we are going to go forward with a taxiway design for the Fountain intersection. We have completed a couple of other projects in the area and do have some roadways and taxi lanes under consideration. A taxi lane on the south end that will open the last large area for development, which is south of the JHW hangars. The taxiway will serve that area. We will also be building a roadway on the north end serving a development that is underway. These projects will be opening up and allowing all the area on the west side to be completely developed.

→ **Director's Report – Mark Earle**

- Last Commission meeting there were 2 items that caused some confusion. Part of this was due to the rush we had to get the items on the Commission agenda. We thought we had an extra Council meeting in December and as it turned out we didn't, so we put the parking rates ordinance on the agenda for explanation. In Mark's absence there wasn't a very good opportunity for discussion and explanation. Mark asked if there was any additional clarification requested about the parking rate changes and the non-signatory rate ordinance. Commissioner French noted that there was a rate for an aircraft to park on the west side, but he couldn't remember the amount or circumstance. Mark noted that after reviewing the ordinance further it was evident that there are some weaknesses in the language. However, to answer the question, the way the rate is being applied it is a daily rate, but this is not clearly stated in the ordinance. Up to now this has not been an issue. Typically when a plane pushes back on the apron and you have someone that's going to store an airplane for 2 or 3 days, that's when the problem arises. You have to make sure you have something in place so the airplane won't be staying in one place for an inordinate amount of time. Typically extremely long term stays are not a problem because they have better things to do with the airplane than leave it on our ramp. On the other hand, for a couple days, you can get into a situation where you have an aircraft awaiting

maintenance, which could cause a problem if it's in the way. As for charging aircraft to park on the west side, this rarely happens. Typically, such aircraft are serviced by the FBOs, and they charge for the use of their ramp space. If we have someone that requests ramp space, we normally refer them to the FBOs.

The non-signatory rate ordinance came to you as an informational item with no requirement for approval. This was not made clear to the Commission and may have led to some of the confusion. While this ordinance is amended each year, in past years this wasn't reported to the Commission. There was a lot of information that was not passed on to the commission in the past. Our approach now is to report as much as we can so we can get the Commission's comments.

The parking rate ordinance was a different issue. We did not have to go to City Council for approval to do this, but because of the public interest in such a change we wanted to give them an opportunity to comment. Since the issue was going to go before the Council, we wanted to get a recommendation from the Commission.

Commissioner Herpin said that when letters to the Editor start appearing, it's good for the Commission to have more detail on controversial issues. Mark agreed. Commissioner Timm asked how we enforce the new rates when someone is on the lot during the rate change. Gisela said they will be charged in accordance with the schedule in effect at the time they entered the lot. Mark noted that we always give the customer the benefit of the doubt. Commissioner French feels that the new parking rates are a great way to generate more revenue, especially because the daily rate has not been affected in the short term lot. Commissioner Herpin asked if we are looking to attract additional/new customers with the new restaurant. Mark noted that we have already discussed this with the restaurant operator and are working on a system for validating parking for dinner at Gordon Biersch. This is still being finalized and we will report back before it's implemented. Mark noted that it is a concern for potential business park developers as well. Commissioner Herpin asked if a shuttle has been considered. Mark said yes, but due to the cost involved, it is not likely that this will be a possibility.

- SkyWest has opened their bids and their project is a go. We'll give you more details as this moves forward.
- Chairman Ducoff asked about the status of the new Jet Center. Mark spoke to Jim Buswell about a week ago and they are ready to go forward with it. They had a lot of questions about air service development and the plan for the airport. We expect them to start up with their final design in the winter.

5. OTHER BUSINESS

- Commissioner Herpin noted that the Roles and Responsibilities presentation will be moved to the January meeting.
- George Sugars noted that he will be on a military leave of absence for a year. He will be on active duty with the Navy for a year and will return February 2007. He will be serving state side in Washington DC.
- Airport overlay codes – This process began about the time Mark arrived at the airport. We were going through a process with a neighborhood northwest of the airport and through a process with the City and the airport and the Advisory Commission to consider what was being proposed. We discovered there were some weaknesses in what the airport had. The biggest weakness was having something in place letting people know what they were getting

into when they acquire property for development or change their mind about a direction on how a piece of property was going to be developed. The Commission staff and the City worked with the land owners through a process that ended up in preventing some housing from being built in an area that would have caused problems for years to come. It was the right position to take, but it was a difficult position to take because there were a lot of concerns about how unfair it was to the people developing the property. City Council gave us instructions to work with the County to develop a mechanism to provide as much notice for people developing around the airport and give them as much information as possible informing them on what they are going to run into. Bill Keller has been working with City staff and will give more detail on the project. Mark turned it over to Bill Keller.

In your packet are two sections of code, one from the City and one from the County. Mark Gephart, Sr. Planner from the County and Ira Joseph gave a presentation a while back about the draft code. Bill highlighted some of the elements of the County Code. The intent is to provide information to potential land owners/developers around the airport on the ground rules for development. The new code outlines the building heights, sound attenuation and a new element of airport protection zones (APZ) 1 and 2. The allowed uses by this code are signified by an A in the County. Some of the compatible uses around the airport are playgrounds, parks, arenas, offices, commercial retail and single family residents. The Commercial Airport Overlay district is a conglomeration of 3 elements: 1) local codification of the FAR Part 77, which delineates surfaces that protect aircraft departures and approaches. 2) The APZ 1 & 2 are indicated on the maps in blue and green and are areas that ensure that when used by military aircraft, the standards used by joint use airports are put into place. These areas are protected for military and visiting aircraft. 3) The noise component – back in the late 1990s there was a noise study done which provided us with noise contours for these areas. We have procedures that indicate climb rates and other procedures for aircraft. The map shows the 65 DNL and higher. We will use this as a tool to preserve compatibility. The noise contours are primarily on airport property or on property already owned or controlled. Commissioner Herpin asked that the code legend be the same on each map to help eliminate any confusion. Commissioner Timm asked if most of the APZs are owned by the airport. Bill said yes, but there are only a couple small sections that are not.

Ira Joseph noted that if they gave notice to everyone about this proposed overlay, it would be about 1/3 of the city. We are going to confine the public notice to those property owners under the APZs because these are going to be a new set of regulations. When we run the overlays against the assessor data, it's around 1200 parcels for notification. Mark noted that the airport owns all of APZ 1 and APZ 2 except for small amount on the northeast. This is where the most significant impact is on the changes. Commissioner Timm has felt that it would be important for the airport to own the areas at the ends of the runways, so that there would be regulations for the future. Mark said that the challenge is when you get farther out from the airport where there is less impact from the airport. Ira noted the schedule, they want to get it on the City Planning Commission agenda for February 9 and backing up from there he needs a staff report recommendation around the 23rd or 24th. Additionally, we have scheduled a public information meeting for January 12 at City Hall in Council Chambers from 4:30 – 7:00 p.m. This is an informational meeting giving people an idea of the changes. They want to take comments from the public meeting add it to draft #4 and then come up with the public hearing draft. This is in 90% form. Page 3, permitted use code, the City and County may have a slight variance from one another. Right now, the residential is not committed in APZ 1 or 2, which is a big thrust the communities like to eliminate for confrontation. Page 5, paragraph #3, we feel the 30 DBA noise reduction is really not necessary unless it's within the 65, so its kind of a blanket statement that may not end up in the code. Paragraph #4 is redundant and will probably not go in the code. Again we hope to get this to the Planning Commission in February and then Council shortly thereafter, then you'll have the tools to work with. The City has done well in protecting the airport. Commissioner Herpin noted that certain facilities are

permitted by the City and not the County. Ira noted that they would be a little firmer on what is compatible. Commissioner Breckner asked if we could show these zones on a larger map? They lose integrity when they are printed smaller. Commissioner Kudwa asked if the code is based on items from other cities. Ira said that much of this is standard.

Bill noted that we do want to take this to the Planning Commission and City Council with whatever comments come from the Commission. Comments and support will be collected for the January Commission meeting. Mark asked that any comments be given to us in time for the next Commission meeting.

6. CHAIRMAN'S COMMENTS

→ None

7. AIRPORT STAFF ACTION ITEMS

- Kelly -Send out source documents for the Roles and Responsibilities presentation.
- Kelly – Collect code comments prior to next meeting.

Chairman Herpin adjourned the meeting at 4:45 p.m.

Minutes respectfully submitted by:
Kelly Koon, Special Projects Coordinator