



MINUTES
Airport Advisory Commission
January 24, 2006

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

COMMISSIONERS ABSENT: Bob Kudwa
Dennis Weber

NON-VOTING MEMBERS PRESENT: Jim Bensberg, El Paso County Commissioner
Greg Timm, Alternate Commissioner

NON-VOTING MEMBERS ABSENT: Rob MacDonald, Pikes Peak Area Council of Governments
George Sugars, El Paso County DOT

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

CITY STAFF ABSENT: Pat McDivitt, City Attorney

GUESTS PRESENT: Dr. Pat Boone
Ira Joseph, City of Colorado Springs Planning Dept.

CHAIRMAN DUCOFF CALLED THE MEETING TO ORDER AT 3:04 PM

Next meeting is Tuesday, February 28, 2006.

1. APPROVAL OF THE December 27, 2005, MINUTES:

- Chairman Ducoff asked for approval of the December 27, 2005 Airport Advisory Commission minutes. Commissioner Breckner made the motion to approve the minutes and Commissioner French seconded the motion. The motion was carried by unanimous vote.

2. PUBLIC OR CITIZEN GROUP COMMENTS:

- No public comments.

3. GENERAL BUSINESS

Land Use Items – Bill Keller

Bill reviewed the following land use items:

- ◆ CPC A 05-00287 / CPC A 05-00288 / CPC ZC 05-00290
- ◆ CPC CU 05-00291 / CPC FP 05-00292
- ◆ AR DP 05-00967
- ◆ AR FP 05-00970 / AR FP 05-00971 / AR FP 05-00972 / CPC PUD 05-00294
- ◆ AR FP 05-00987 / AR FP 05-00988 / AR FP 05-00989 / AR FP 05-00990 / AR FP 05-00991 / AR FP 05-00992
- ◆ CPC A 05-0099 / CPC PUZ 05-00300 / CPC PUD 05-00301 / CPC FP 05-00302
- ◆ CPS SN 06-0010, CPC SE 06-00011
- ◆ AR DP 06-00036

- Commissioner French motioned to accept land use items 1-6 and 8 as recommended by Airport staff and Commissioner Herpin seconded the motion. The motion was carried by a unanimous vote. Item 7 will be discussed and voted upon later in the meeting.
- Bill noted that an airport overlay map was provided as requested from last month. Both Commissioners French and Timm requested a larger version of the map.

4. STAFF REPORTS

→ Traffic Report – Gisela Shanahan

- Total enplaned passengers for December were 81,950 and year to date 1,030,833. Enplaned passengers are down 0.4% or 3,443 less as compared to 2004. Final numbers will be reported once all airline reports have been reconciled for the 2005 year. Reconciliation is performed by comparing airline reports to FAA data. We have submitted a request to the FAA for 2005 landing information.
- Landed weight is down 2.4% for the year as compared to 2004, largely due to fewer overall flights.
- Total revenue landings for 2005 are 20,853. The number of landings for 2005 is 3.5% below 2004 numbers which is due to the reductions in flight schedules by several airlines.
- Total aircraft operations continue to run approximately 5% lower than last year. Decrease primarily in general aviation and military operations.
- Enplanements per departure and average weight per landing continue to remain above 2004 numbers.
- Average load factors for 2005 is at 70.9%.

Chairman Ducoff asked if the cargo numbers were different because of a decrease in cargo flight. Commissioner Miller explained that Fed Ex has been trucking their cargo to Denver, which equates to one less 727. This is primarily due to availability of aircraft.

→ **Finance Report -- Gisela Shanahan**

- Airline revenue is 5.8% below budget due to fewer overall landings as compared to estimated landings used at time of budget preparation.
- Concession revenue is 2.1 % below budget primarily due to lower advertising revenue caused by the terminal construction. Food, beverage, and gift have nearly made up the entire deficit caused by their construction.
- Rental car revenue is above budget by \$316,000. Public parking revenue drop continues to reflect the ongoing construction running approximately 10% below budget.
- 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 \$91,000 over budget revenue in the other buildings and areas revenue.
- Overall revenue is 0.7% below budget. Taking into account the construction projects that affected revenue producing areas; the year end result is quite favorable.
- For expenditures, our actuals are down approximately \$950,000 compared to the 2005 budget or 4.7%. Personnel, repairs and maintenance, services, advertising, and equipment are below budget. Supplies are above budget, however the amount reflects the visa expenditures that still need to redistribute across the various expense categories. November and December expenditures still need to be reclassified for 2005. This will not affect the bottom line. Final year end adjustments for 2005 have not been made. A final accounting of 2005 expenditures will be complete by the end of February and we should have final results to report at the March advisory meeting.

Commissioner Bensberg asked how we know what to compare our budget numbers against. Mark explained that we compare numbers from year to year as well as our actual expenditures, not with other airports. Commissioner Bensberg expressed interest in knowing how our passenger counts compare with other airports. Commissioner Breckner reminded the Commission that they had asked for an internal comparison to see how expenses and revenues match with the budget as well as seeing if the airport is obtaining their goals. Mark noted that the Airport's business model is to recover costs and pass on any savings to the airlines so they can keep their costs down also. However, the cost to the carrier does not affect their decision about service in an airport. The Commission would like to see how we compare to other airports our size with and without a low fare carrier. Commissioner Timm asked how we handle our capital assets and expenditures. Gisela explained that its taken care of through our capital improvement fund and that we have an income sharing program with the airlines in which all profits remaining in the operating budget are split 50/50. Our 50% is then transferred into the capital fund to grow from year to year. Commissioner Timm asked how much is outstanding on our debt. Gisela said she would have to look that information up for the next meeting.

Parking

- New rates go into affect February 1, 2006. Signs go up midnight January 31st.

➔ Operations and Maintenance – John McGinley

Construction

- We are one week into the runway project. The runway was closed on January 17 and National Salvage, Inc. is out working on the demolition. If you were out there, the first thing you would notice is that there are very few people out working on the demo project. It's a very small staff with very large equipment. Right now there's a thumper out there breaking up the concrete. They are a little slow right now in picking up the pieces and hauling them off the runway. We will watch their production closely to be sure they are on schedule. Demolition will take three months and there are four milestones ahead of us. The 1st is on February 14 at which point we hope to have 3,000 feet of runway demolished and ready for the next contractor that will perform the reconstruction. If all goes well with this contract, we expect Interstate Highway to be out in March to begin the reconstruction of the runway. We will begin to see paving operation in May or June and through the summer. Commissioner Miller asked about the concern of the concrete. John noted that the Interstate Highway contract came in within the engineer's estimate.
- Aviation Way – we are still working on utilities at the south end and through the end of March we'll continue to see utility work up to Fountain. We won't see any paving until the spring.
- Terminal Improvements – The interior remodel project walls have come down in the center area. There is still quite a bit of finish work to be completed. Carpet should be in by Friday. Handrails, chair rails, and the masons are completing a lot of the finish work.
- Rental Car parking lot – we are continuing to pave in the southwest corner of the short term lot and the north end of the long term lot and are working on the center area. The contractor has had some additional delays. We received a letter asking for their contract time to be extended to March 3. They have been slowed down by winter operations and have had to spend a lot of money on ground thawing equipment.

Operations

- Next month we are having our annual airport inspection. This is our annual safety inspection in which they inspect airfield, records, fire department and response times. We do very well with this inspection every year and don't anticipate that this year should be any different. Commissioner Herpin asked if they run drills or if it's just an inspection. John explained they test the ARFF response time. They have to be able to demonstrate that they can get to the mid-point of the farthest runway, when asked, within three minutes. Right now they are practicing.

Maintenance

- When we were in the design process for the runway project, we were asked if we wanted to save the lights, of which there are about 925. The decision was yes, we wanted to keep them, but there was a debate as to whether or not it would be cost effective to remove them and how long it would take. This started an in house competition; management thought it would take 2 days and CH2MHill thought three. The maintenance staff ended up taking 925 fixtures out in 7 hours and wrapped, boxed and labeled in 8 hours.

General Aviation

- I have a meeting next week with Jim Buswell at the jetCenter to discuss the American Bonanza Society meeting in September. We will discuss logistics.

- I've spoken with two of the flight schools to discuss the impact of the runway closure. Everything seems to be going fine. They haven't had any problems. One comment from Pikes Peak Pilot Center is that it's hard to practice instrument approaches with the way we are currently set up. The ILS for 17L has been shut down, which was an FAA decision because with the increased traffic on two runways, they wanted to be sure the controllers were comfortable with that before they took anything else on. I think the controllers were actually begging to keep the ILS on and operating during the project. Once the project is underway and things seem to be going ok, and the FAA is ok with doing practice approaches on the east runway, we can entertain the option with a restricted height of 700-500 feet. Chairman Ducoff asked what the prognosis is for 17L ILS; will it be brought back into operation? John said right now there are no plans to do that. This will be looked into as the project gets more underway. We did some research with CH2MHill asking what the probability would be if we were IFR and needed a south approach. They felt it might only happen about 1% of the time.
- Commissioner Miller asked if there were any additional conversations with Ft. Carson regarding their restricted area. Mark explained that we are working on an interim letter of agreement that would allow the full ILS to be used and procedures for getting the UAVs out of the way. This has now been elevated to General Mixon's level because we have run into an issue to where the people that run the range were really protecting their territory and their job. The people on the FAA side were doing their job in protecting their procedures. Essentially it had come to a standstill. We got General Mixon involved and he gave his staff instructions to come to a compromise interim solution and we'd work out a long term solution later. The FAA and the military ran into a head-butting situation in Washington over UAVs, specifically, what do you consider a UAV? Do you call it an airplane and use 3 and 5 mile radar separation or do you treat it as a weapons system that has a confined area, such as a mortar shot? The difference is important because if the UAV is considered an aircraft and you have 3 mile separation from the ILS approach, you go well into the restricted area. The Army allowed this to happen in the past, but with the UAVs, they need the additional space to be able to fly them right up to the edge. This violates the FAA rule because the FAA right now is considering the UAV as an aircraft. The problem is that there are some things that are not being shared. We think that within the next year you may see permanent rules going into place that allow the ILS to be used and the UAVs to be flown right up to the edge. The problem is that we need a current solution. They didn't want to set a precedent, but General Mixon felt this needed to be taken care of. John noted that we are very close to the agreement. Ft. Carson has agreed to suspend operations of its IFR and use the ILS approach. The leadership at the Tower and Ft. Carson are doing all they can to make this work, however its at the national level that we are experiencing problems.

➔ **Planning and Development – Bill Keller**

- The majority of the projects that have been prepared for design are up for bid now. The main function is to try not to overwhelm our construction manager. We are coming into the construction season and a lot of these projects need to get underway. There was a question about the estimated completion dates and at the time these were put together these were our best estimates.
- Airport drainage improvements – we have URS on board for this. URS has represented on the plans that they will be talking to purchasing.
- The Business Park planning – we continue to work with various inquiries and interested parties. The percentage of funds on this project will reach 100% soon, so we will probably drop this project from the list. This would mean that this portion of the contract has been completed.

- The taxiway project, ascertaining the pavement condition, is an important part of our maintenance budget. We are expecting to have a final report next month. It will tell us the condition of the pavement according to a modified pavement strategy and then it will also give us the actual implementation to fix the worst pavements first and within a decent budget. We will probably be using this from a general contractor level to ensure that it's done correctly. Mark noted that we have asked the consultant to provide us with a non-technical explanation of our approach to remediation. We are reviewing it and will send a copy to the Commission.

Commissioner Breckner asked if we could include a percentage of completion on the project status report. Both John and Bill said they will work to give the most accurate up-to-date information on the report. If a project reaches 100% then the project will be dropped from the report.

→ **Director's Report – Mark Earle**

- Skywest is going ahead with their project. It's a \$20M project for a maintenance facility on the West Side of the airport. We expect to get the AAC involved with a public event in which Skywest will come in to make an official announcement that they are going forward with the project. We expect information from them within the next two weeks. Once we have the dates settled in, we'll get them to the Commission so it can be put on calendars. We'll also discuss format.
- We are continuing to work on prospects in the Business Park. It is very mature and we expect to have some announcements in the early spring for the first tenants going in. These are projects that came to us even before we finished the EA.
- We have a new position that will be filled on February 6. It's a Planning and Development Director, which is the same level as John McGinley and Rick Gorman. This is part of the reorganization that was discussed about 6-8 months ago. The new person that will be filling the position is John Faulkner. He is currently the business development manager at SEATAC. He and his family will be moving from Tacoma and will begin February 6. He's been at SEATAC for about 7 years and before that, he was in aviation consulting from debt issuances to planning projects.

5. OTHER BUSINESS

- Commissioner Breckner suggested that we move the December 2006 meeting since it currently lands on December 26. Commissioner French motioned to change the meeting to December 19 and Commissioner Timm seconded. The motion was carried by unanimous vote.
- Commissioner Timm commented that he flew out on Thursday morning at 9:00 a.m. and said that the crew clearing the runway did a great job. John said there's a debriefing about the storm and runway clearance issues tomorrow and this will be mentioned.
- Commissioner Herpin gave a brief presentation on the Roles and Responsibilities of the Commission.
- Ira Joseph, City Planning Department, answered questions about the code overlay and reviewed the status of the process. This item is scheduled to go before City Council on February 28. Mark emphasized that it's important the Commission fully understand the changes that have been made. A lot of this will affect the Troy Hill and Banning Lewis Ranch areas. Commissioner French motioned to recommend approval. Commissioner Herpin seconded the motion. The motion carried with a unanimous vote.

6. CHAIRMAN'S COMMENTS

- Chairman Ducoff brought up the renaming of Drennan Road and asked for some discussion on this. Chairman Ducoff stated that he would like the Commission to be proactive on this issue. Mark noted that there are a variety of requests that come through to name something on the airport after a distinguished citizen. Airports seem to be a prime target for this. We do not have a mechanism for naming things. The roadway renaming was pushed by the family and others trying to recognize Rev. Proby and renaming for Fountain Ave. The problem with renaming roadways is that there is a significant cost to the tenants along the roadway. There was quite a backlash to the Council about the renaming of Fountain Ave. It had nothing to do with the intentions, but was from a practical standpoint. To resolve the issue and find a way to honor Rev. Proby, Council put together a committee that had two City Council members, City Manager, the Assistant City Manager, two members from the Proby family and some other folks that have been in on this issue from the start. They reviewed the issue and when they started looking around, they began looking at Drennan Road and the new alignment that would be built. When they looked at addresses along the road, they found there was only one business and that this would be minimal impact for changing addresses. Based on this, they contacted the airport about two weeks ago. We noted that we do have the Drennan address as well as all of our tenants. Still this was far fewer that what is on Fountain Ave. So the Council felt this was a viable way to go. All of Drennan including the entire loop into the airport would be renamed which followed with a request to do something honoring Rev. Proby in the terminal building. We made a comment to the committee through Lorne Kramer that the concern that we have is that we get so many requests to honor people, that if we were going to do that, it would make more sense to have a structured way to honor people in the building. We wanted to leave it to the AAC to flush this idea out. What we did discuss was doing something that was in a highly visible area with the least possible impact on operational issues and the advertising program. It could be structured so that every time someone is honored it is exactly the same. Other airports have community profiles in which someone is honored and you'll see information about the person, why they're being honored and a plaque. You'll see the same format for each person. This needs a formalized process. The Commission should be the one to structure the system and select the people to be honored. Commissioner French feels this is a good idea and asked what the cost to the airport would be. Mark said the worst case estimate would be between \$15,000 and \$20,000. The carriers don't normally respond to road naming decisions and figure this as an operating response.
- Commissioner Miller motioned to approve Land Use item #7 and Commissioner Herpin seconded the motion. The motion carried with a majority vote, with one abstention by Commissioner Breckner. Chairman Ducoff then recommended that the Commission come up with a formal program to recognize citizens from the community and asked if staff would send an e-mail asking for input about the program. Staff could also query other airports about their programs. Commissioner French motioned that we begin the process of establishing procedures for community citizen recognition and staff research other airports about their programs. Commissioner Breckner seconded the motion. The motion carried with a unanimous vote.

7. AIRPORT STAFF ACTION ITEMS

- Bill - provide 11 x 17 or larger overlay map to Commissioners.
- Kelly – send out ASR report to Commissioners.
- Kelly – Change December meeting to 19th.
- Steve / Kelly – Collect criteria for Community Recognition Program.
- Gisela / Cheryl – Give CIP update at future meeting.

Chairman Ducoff adjourned the meeting at 5:22 p.m.

Minutes respectfully submitted by:
Kelly Koon, Special Projects Coordinator