



MINUTES
Airport Advisory Commission
August 22, 2006

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

COMMISSIONERS ABSENT: None

NON-VOTING MEMBERS PRESENT: Wally Miller
Bud Patterson, Alternate Commissioner
Rob MacDonald, Pikes Peak Area Council of Governments

NON-VOTING MEMBERS ABSENT: Jim Bensberg, El Paso County Commissioner

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

CITY STAFF ABSENT: None

GUESTS PRESENT: Michael Civitelli, Airport Operations Manager
Lothar von Wolfseck, American Airlines

CHAIRMAN DUCOFF CALLED THE MEETING TO ORDER AT 3:00 PM

Next meeting is Tuesday, September 26, 2006.

1. APPROVAL OF THE July 25, 2006, MINUTES:

- Commissioner Ducoff asked for approval of the July 25, 2006 Airport Advisory Commission minutes. Commissioner Kudwa made the motion to approve the minutes and Commissioner Breckner seconded the motion. The motion was carried by unanimous vote.

2. PUBLIC OR CITIZEN GROUP COMMENTS:

- None

3. GENERAL BUSINESS

→ **Land Use Items – Bill Keller**

Bill Keller reviewed the following land use items:

- ◆ AR PUD 06-00515 / AR FP 06-00517 / AR FP 06-00518 / AR FP 06-00519
- ◆ CPC CMI 06-00172
- ◆ AR CP 06-00529
- ◆ CPC PUZ 06-00182 / CPC PUD 06-00183
- ◆ AR DP 06-00539
- ◆ CPC ZC 06-00187 / CPC DP 06-00188 / CPC FP 00189
- ◆ CPC PUZ 06-00193 / CPC PUD 06-00194
- ◆ AR FP 06-00554
- ◆ CPC ZC 06-00197 / CPC CP 06-00198 / CPC FP 06-00199
- ◆ CPC ZC 06-00202 / CPC DP 06-00203 / CPC FP 06-00204
- ◆ CPC A 06-002205 / CPC ZC 06-00207
- ◆ AR DP 06-00584
- ◆ AR DP 06-00594 / AR FP 06-00595
- ◆ PUD 06-007
- ◆ SF 06-021
- ◆ PPR 06-032

Bill Keller noted that the Airport would not be making a recommendation on Item #6 as it is for City use and because of this, the Airport cannot obtain an avigation easement. This item is just for the Commission's review. Staff recommendation on Item #6 is "no recommendation." If the City ever transfers the property, then they would have to go through the process of obtaining approval. Item #3 is a proposal for an office park on the SW corner of Platte and Powers. We have not received enough information to be able to recommend approval. The recommendation is to reject Item #3 with the request that this item be revisited with staff so a positive recommendation could be carried forward. The Commission requested, for the record, that Item #6 should return for an avigation easement approval if it is ever transferred from City possession.

Commissioner Breckner moved to reject Item #3 for insufficient data. Commissioner Weber seconded the motion. The motion was carried by unanimous vote. Commissioner French motioned to approve Items 1-15 with the exception of #14 and with the comment on #6. The motion was carried by unanimous vote. Commissioner Timm excused himself for the vote on Item #14. Commissioner Weber motioned to approve Item #14 and Commissioner French seconded the motion. The motion carried, by unanimous vote. Commissioner Timm then returned to the room.

→ **Quarterly update on Comment Cards, Complaints and Contact Us Statistics – Kelly Koon**

We kicked off the Comment Card program in May and have received 22 comments since then. The receipt of Comment Cards is very low. The volunteers offer Comment Cards to the public, but very few are filled out. The highest number of comments has been positive remarks about the volunteers.

The 2006 complaints statistics show that we received 20 from January to April and 23 from May to August. Again, the highest numbers of comments we have received have been positive remarks about the volunteer staff.

The 2005 complaint statistics show that we received 52 complaints over the year, with parking being the highest, which was during the construction period. If we removed parking, we are close to the same numbers this year.

The Contact Us web count shows the inquiry topics we receive via our website. The highest inquiries are about how to navigate around the airport.

Commissioner French recommended that the comment cards be located within the concourse. Mark agreed that we would look into this.

→ **Election of Officers – Vice-Chairman French**

Commissioner Weber motioned to keep the officers the same. Commissioner Kudwa seconded the motion. The motion carried by unanimous vote.

4. STAFF REPORTS

→ **Traffic Report - Gisela Shanahan**

- Enplaned passengers for July were 9.2% less than last year, bringing our year to date numbers down to a slight .5% increase over 2005. America West and Northwest experienced the greatest decline in July with Delta also experiencing a substantial year to date decline. America West went from three to one daily Las Vegas flight. Northwest went from four to two daily flights to Minneapolis. Delta went from two daily to one daily flight to Atlanta.
- Landed weight is down 4.3% YTD as compared to 2005. We have four fewer daily commercial passenger flights and a loss of 29 monthly large cargo aircraft landings.
- Total revenue landings for 2006 are down 1.7% primarily due to a change in Mesa's flight schedule. Cargo landings are leveling out as we anticipated.
- Total aircraft operations are approximately 15.5% lower than last year. That number staying relatively stable for past two months.
- Freight and cargo pounds continue to run slightly below 2005.
- Average enplanements per departure have increased to 55.
- Average landed weight is down primarily to decrease in the number of large cargo aircraft landings offset by an increase in small cargo aircraft landings. Airborne flies DC-9, FedEx flies Boeing 727s, and Key Lime flies SA-227 and PA-31-350.
- Average load factor for July 2006 is 81.5%, indicating aircraft departing at near capacity. Northwest and Delta are experiencing loads in the high 80's on their Minneapolis and Delta runs.

→ Finance Report - Gisela Shanahan

- Airline revenue is slightly above budget YTD and 1.2% higher than 2005. Landing fees are down due to fewer flights and non-preferential gate usage is up resulting in a net gain.
- Concession revenue is 1.1% below budget YTD, an improvement from June; however, revenue compared to 2005 is up 7%. Food and beverage is up nearly 11%.
- Terminal area revenue is 1.0% above budget YTD. The actual terminal area revenue is 7.5% above 2005 numbers with a significant increase of 10.2% in parking revenues.
- Other area revenues are 18.8% above budget and 26.5% above 2005. The increase is due to collection of fuel excise taxes and RON fees.
- Overall revenue is 1.6% above budget for YTD and 6.0% above 2005 revenue.
- For expenditures, total actuals are approximately \$558,000 below budget for YTD. Personnel costs and reductions in repairs and maintenance due to the runway closure are the primary drivers in reduced expenses.
- Net operating income is \$5M YTD excluding debt service.
- Concession gross sales are up 3.7% YTD; Creative Host has not reported July numbers and we anticipate an increase in this amount once we have actuals.

→ Operations and Maintenance – John McGinley

- Since the security incident on August 10, the wait times at the security checkpoints are returning to normal again with the average wait time at approximately 10 minutes. The concessions said there was not much impact on the revenue. The new restrictions are liquid, gel and anything fluid. Shoes now must come off or the passenger will be denied access. Commissioner Kudwa complimented the TSA on how quickly they have come back to normal. John mentioned that some airports did an all dump bag search, however we are just doing random screening at the gate, which slowed things down some.
- A press release was sent out that United Airlines would be turning their operations over to Skywest. This will be effective November 1. Seventy-five employees will be affected. All aircraft will remain as United, but operated by Skywest.
- The Wings Over the Rockies Air and Space Museum is putting on a “Barnstorming Tour” from August 29 to October 6. A pilot and a traveling coordinator will visit 17 communities throughout the state providing a 3-hour educational program to approximately 30 – 35 kids in each community. The Barnstorming Tour will be in Colorado Springs October 2. Our event will provide 30 selected students from Irving Middle School 1) a mission briefing and opportunity to fly a customized, simulated flight mission; 2) hands on tour of aircraft featured; 3) build a balsa plane; and 4) debrief with pilots. The overall goal of the program is to 1) increase public awareness of the importance of aviation and space in Colorado; 2) motivate young people to improve achievement in math and science; and 3) advance Wings Over the Rockies’ mission through partnership with aviation and education communities.
- The Malibu Mirage Owners Pilots Association will be holding their 16th annual fly-in at Colorado Springs, September 13-16.
- The American Bonanza Society will be holding their convention in Colorado Springs October 4-8.
- The wireless security system is currently out to bid.
- Field maintenance is working on Taxiway E spot repairs.

→ Planning and Development – John Faulkner

- Drainage – Skywest continues to remove dirt from Pond 8 for their project. This has saved us a bout \$150,000.

- Business Park – Aerospace is putting up power lines today for temporary power. CSU will start permanent power in about three weeks, which will be underground. Northrop Grumman planning construction should start in October.
- Entrance/Exit Roads – We will be pulling cores in the next two weeks and will go into construction next year. We wanted to find out the content of the sub grades. Work will begin in about two weeks.
- Rehab of Taxiways – We are combining a plan with Operations & Maintenance and working with the FAA to prioritize our needs within the 10 year CIP. This should be completed in about a month.
- Road Signs – Design is near completion.
- West Side – We are finishing the approval of the utilities for the Intermountain/Proprius site and hope they will start construction next week.

→ **Construction – John Faulkner**

- AOA Service roads – The gates are finished, so we are now isolated from Peterson AFB.
- Aviation Way – We are now working north of the Intersection. Curb and gutter should be completed this month with paving done by the end of September.
- Rehab on the Runway – The asphalt base has been completed and two complete pours of concrete have been done. The shoulder and electrical work are ongoing at the same time, which will save about a month.

→ **Director’s Report – Mark Earle**

- Cell Phone Lot – We have been working with the Traffic Engineers and would like to use the commercial staging area. If Engineering does not approve this location then the item will become a part of the terminal drive reconstruction project early next year.
- Community Recognition Program – Mark spoke with Matt Mayberry, who felt that this would be great exposure for the Museum and is excited about the program. Matt will be presenting this to his Board, hoping they will approve it by October.
- Cutter Aviation is a new FBO that has acquired the assets of Colorado Aviation. They began operations over the past weekend. The new general manager, Jessie Scutter, was introduced to tenants on the west side at last week’s Airport Operator’s Group meeting.
- The Northrop Grumman groundbreaking is scheduled for October 3, detailed information to come.
- The Airport received a request from American Airlines for a letter of support to the Department of Transportation for the initiation of DFW-Beijing service. A letter is under development and will go out early next week. Service should begin in March 2007.

5. OTHER BUSINESS

- None

6. CHAIRMAN’S COMMENTS

- Chairman Ducoff suggested that the Commissioners think about areas that they would like to discuss that might improve customer service. Suggestions should be forwarded to him or may be raised at future Commission meetings.

AIRPORT STAFF ACTION ITEMS

Action Item	Assigned To	Status
Review Comment Card location in concourse	Kelly/ Mark	
Take Commissioners on tour of Business Park	John F	
Sent Cutter press release to AAC	Kelly	Completed
Business Park Design and Review Committee Report Back	John F	Pending member appointments
Community Recognition Program Policy	Mark	pending
Cell Phone Lot discussion		pending

Chairman Ducoff adjourned the meeting at 4:30 p.m.

Minutes respectfully submitted by:
Kelly Koon, Special Projects Coordinator