



MINUTES
Airport Advisory Commission
October 24, 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, Alternate Commissioner
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
Cheryl Schwab, Financial Analyst
Danielle Scott, Accounting Supervisor

CITY STAFF ABSENT: Gisela Shanahan, Asst. Director, Finance & Administration

GUESTS PRESENT: Nancy Chavez, Sr. Office Specialist, COS
Sarah Colwell, Gazette
Mary McElderry, Accountant, COS
Jeanne Gardner, FAA
Alan Gorski, FAA
Wendell Hawkins, Sr. Operations Agent, COS
Shannon Steuber, Sr. Office Specialist, COS

CHAIRMAN DUCOFF CALLED THE MEETING TO ORDER AT 3:05 PM

Next meeting is Tuesday, November 28, 2006.

1. APPROVAL OF THE SEPTEMBER 26, 2006, MINUTES:

- Chairman Ducoff asked for approval of the September 26, 2006 Airport Advisory Commission minutes. Commissioner Breckner made the motion to approve the minutes and Commissioner Kudwa seconded the motion. The motion was carried by unanimous vote.

2. PUBLIC OR CITIZEN GROUP COMMENTS:

- Chairman Ducoff noted that the MMOPA and ABS fly-ins were held at COS and both conventions had nothing but nice things to say about the airport. The ABS pilots appreciated the briefing they received from the ATC on how to depart the airport. Commissioner Ducoff gave a plaque of appreciation to the ATC for taking the time to brief the pilots and one to COS for their support of the ABS convention. Both fly-ins were great for PR and economic development.

3. GENERAL BUSINESS

→ Land Use Items – Bill Keller

Bill Keller reviewed the following land use items:

- ◆ CPC CU 06-00240
- ◆ AR DP 06-00709
- ◆ CPC ZC 06-00234 / CPC CP 06-00235 / CPC DP 06-00236 / CPC FP 06-00237
- ◆ AR DP 06-00173
- ◆ CPC ZC 06-00245 / CPC C{ 06-00246
- ◆ CPC CU 06-00247
- ◆ AR DP 06-00741
- ◆ PUD 06-011
- ◆ PPR 06-038, PPR 06-039
- ◆ AR CP 06-00529

Bill explained that the format for the Land Use Summary Page has been changed; items are now divided into two categories: items that do not need discussion and those that do. This format was approved by Counsel.

Item #10 for discussion. This was the site of an 80' building in Patriot Park South on the south side of Platte and Powers. This item has been revised; the tallest building will now only be 45'. Recommend no objection and ask them to file a 7460.

Commissioner Weber made the motion to approve the land use items as recommended by Airport staff and Commissioner Breckner seconded the motion. The motion was carried by unanimous vote.

4. STAFF REPORTS

→ Traffic Report - Gisela Shanahan

- September **enplanements** are down 2.4% from September of last year. Year to date enplanements are down 0.6%. Available seats based on maximum capacity were down

10.1%. Allegiant has increased capacity with additional Las Vegas flights. America West has decreased capacity by 37% and Delta by 32%.

- **Landed weight** is down 9.4% in September and 5.5% YTD as compared to 2005. We have 108 fewer commercial airline landings in September compared to last year.
- **Freight and cargo** pounds are 6.9% below September of 2005 and down 1.9% YTD. The decrease is primarily attributed to commercial airlines carrying less mail and freight as compared to 2005.
- Total **aircraft operations** are down 9.8% for September and 14.2 % YTD. Our itinerant and local military traffic numbers are increasing from previous months.
- Average **load factor** for September 2006 is 75.8%. Slightly lower than summer traffic load factors.

→ Finance Report - Gisela Shanahan

- Airline **revenue** is 0.5% above budget YTD and 1.7% higher than 2005.
- Concession revenue is 1.5% above budget YTD; however revenue compared to 2005 is up 7.7%.
- Terminal area revenue is 2.4% above budget YTD. The actual terminal area revenue is 6.1% above 2005 numbers with a significant increase in parking and rental car revenues.
- Other area revenues are 15.8% above budget and 3.0% above 2005. The increase is primarily due to collection of RON fees. 3.0% variance caused by fuel tax collections.
- Overall revenue is 5.1% above budget for YTD and 4.9% above 2005 revenue.
- For **expenditures**, total obligations are 4.8% below budget for YTD. 2006 expenditures are just slightly above 2005 by 0.5%.
- Net operating income is \$7.1M YTD excluding debt service.
- **Concession gross sales** are up 1.6% YTD. There has been a slight decrease in rental car gross sales due to fewer leisure travelers renting vehicles. All other concession revenues are higher.
- **Flight Schedule Changes:**

Delta – One less to Atlanta	Continental – Add'l flight to Houston
American Eagle – One less to Chicago	Allegiant – Two additional to Las Vegas
Comair – One less to Cincinnati	Skywest – One additional to San Fran
United Express – Four less shuttles to Denver	Skywest – One less to Los Angeles
America West Express – Two less to Las Vegas	Northwest – One less to Minneapolis
- **Notes:**
 - Rental Car Revenue is up due to increase in Minimum Annual Guarantee, Rental Gross Sales are down because Gross Receipts are based on actual sales.
 - Mesa stopped service to Albuquerque in October and will stop paying rent as of Nov 17, 2006.

→ Rates and Charges – Cheryl Schwab

Cheryl reviewed the 2007 Budget, which should be approved by Council in early December.

→ Operations and Maintenance – John McGinley

- Access Control Wireless System – Staff has completed the Electrical tie-ins at each gate that will be on the wireless system. By doing the electrical work ourselves, we have saved approximately \$80,000. The Notice to Proceed for the contractor should be issued the first week of November.

- Field Maintenance continues to work on Taxiway E doing spot repairs Staff is working to be sure Taxiway E is done by the time the runway is open. The contractor said they could do this work for \$180,000 but we saved money by using our own staff.
- FIDS installation is 100% complete. Commissioner Kudwa asked if we could put the date and time on the bottom of each screen.
- The Barnstorming event was a success. 30 kids participated and Pat Halloran was the pioneer pilot. He used to fly the SR71 and U2. The kids enjoyed the event. We had support from the EAA and received good press.
- Last week Steve Ducoff, Kelly Koon and John McGinley attended the NBAA convention. The Colorado Springs Airport had a booth along with other airports from around Colorado. Airport information was distributed. This year more consultants, architects, and contractors stopped by. The prizes were a hit and helped draw more people into the booth. Attendance was record setting. Chairman Ducoff validated the necessity for COS to attend this convention.

→ **Planning and Development – John Faulkner**

- We have bid out Pond 8 and construction will begin in the next couple of weeks. Within the next month we'll be able to see more of the progress we've made.
- We are in the process of selecting a contractor for the entrance and exits roads.

→ **Construction – John Faulkner**

- Business Park – Aerospace has put up some walls up for their building, which helps you see the outline. CSU has completed the temporary and permanent water and gas feeds. The sewer line work began this week and we hope to extend it to the Embraer corridor. The airport contractor is completing the storm water project. The design of the roadways is complete. These roads will serve Aerospace and Northrop Grumman until the DAR roads are done. Northrop Grumman held their groundbreaking event at the beginning of October and construction will begin in about two weeks.
- Taxiway – we met with the FAA and were successful in getting approval to reconstruct all surfaces on Taxiway G, H & E. The design work will begin in about two weeks and should be completed by spring.
- Roadway signs – we are waiting for samples. Once the project is fully designed and done it will be placed as a project for next year.
- West Aviation infrastructure – Utilities and sewer pipe have been relocated. Proprius and Intermountain now have access. A lot of this work will now move over to the construction side.
- Aviation Way is now paved all the way. This week CSU took down all the poles and are now out of the way for the asphalt guys. Planters and landscaping will be done next year.
- Runway 17L/35R Rehab – The FAA agreed to modify the specs for the shoulders and the entire surface is now paved. Grinding and beveling has started and painting may begin next week. QA and QC results may be in next week. We continue to work with the contractor.
- Commissioner J. Miller asked if we anticipate lengthy closures on Taxiway E causing back taxi. John Faulkner replied that we have been working with Operations to avoid this and will work from south to north. Reconstruction will take place over the next two years.
- Commissioner Timm asked about the status of the Business Park guidelines. John Faulkner said that the last call has been sent out and is on the website also.
- Business Park Roadway Naming – Chairman Ducoff and Vice-Chairman French feel its time to come up with permanent street names within the Park. John Faulkner said that there is a list that will be submitted to the developer. Commissioner Patterson asked when

the Business Park RFP would be coming out and John Faulkner hopes it would be before the holidays.

➔ **Director's Report – Mark Earle**

- The next Airport Operators Group meeting is tentatively scheduled for November 15 at 5:00 p.m. We would like to invite Jim Poshusta, United Airlines Station Manager, to attend the meeting and acknowledge him before he retires.
- In the concourse, the Shoe Shine and ATM are being moved to a location that previously housed several pay phones. New vending machines and a station for Comment Cards will be placed within that area as well.

5. OTHER BUSINESS

- None

6. CHAIRMAN'S COMMENTS

- Chairman Ducoff mentioned that lots of folks are asking about Welcome signs in the terminal for groups that are arriving. Mark noted that we used to have banners, but that has been discontinued. We now allow signs on easels down at the Information Center. Commissioner Timm explained that almost every city has a welcome sign. It was suggested that the airport could touch base with Terry Sullivan at the CVB and possibly work something out.
- Chairman Ducoff has heard very positive comments about the staff from developers and customers, especially relating to the MMOPA, ABS, NBAA conventions and on airport tours. This reputation is huge.

AIRPORT STAFF ACTION ITEMS

Action Item	Assigned To	Status
Contact Terry Sullivan to discuss Welcome Signs	Mark	Pending start of new signage program
Tour for Joel and Denny	Kelly	Pending commissioner availability
Distribute Runway Construction Schedule	Kelly	
Business Park Design and Review Committee Report Back	John F	Pending member appointments
Community Recognition Program Policy	Mark	pending

Chairman Ducoff adjourned the meeting at 4:32 p.m.

Minutes respectfully submitted by:
Kelly Koon, Special Projects Coordinator