



MINUTES
Airport Advisory Commission
May 22, 2007

COMMISSIONERS PRESENT: Stephen Ducoff - Chairman
Bob Kudwa
Greg Timm
Dennis Weber

COMMISSIONERS ABSENT: Lynn French – Vice Chairman
Bud Breckner
Joel Miller

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

NON-VOTING MEMBERS ABSENT: None

CITY STAFF PRESENT: John Faulkner, Asst. Director, Planning & Development
Kelly Jackson, Airport Public Affairs Administrator
Bill Keller, Airport Planning & Development Manager
Pat McDivitt, City Attorney
John McGinley, Asst. Director, Ops & Maintenance
Gisela Shanahan, Asst. Director, Finance & Administration

CITY STAFF ABSENT: Mark Earle, Director of Aviation

GUESTS PRESENT: Kyle Bryant, Springs Aviation
Wayne Heilman, Gazette
Lothar von Wolfseck, American Airlines

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

Next meeting is Tuesday, June 26, 2007.

1. APPROVAL OF THE APRIL 24, 2007, MINUTES:

- Chairman Ducoff asked for approval of the April 24, 2007 Airport Advisory Commission minutes. Commissioner Weber made the motion to approve the minutes and Commissioner Timm 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 gave an update that the Code went to the County Commissioners. The new airport Overlay Zone was submitted and approved by both the City and the County. These maps were distributed to the Commission.

Bill Keller presented the following land use items:

- ◆ AR DP 07-00222
- ◆ CPC ZC 07-00133 / CPC DP 07-00134 / CPC FP 07-00135
- ◆ AR DP 07-00232 / AR FP 07-00233 / AR CP 99-00611-A2MJ07
- ◆ CPC PUD 07-00154 / CPC FP 07-00155
- ◆ AR FP 07-00254

Due to the new format of the Land Use maps, the Commissioners requested clarification on the location of the plat for Items #1 and #4. Bill brought up the original plans to help decipher the information. After clarification, Commissioner Timm made the motion to approve the land use items as recommended by Airport staff and Commissioner Weber seconded the motion. The motion was carried by unanimous vote.

4. STAFF REPORTS

→ **Traffic Report - Gisela Shanahan**

- **Enplanements** for April 2007 are 6.9% below April 2006; an improvement from last month when we were down 10.9% for the month. YTD passenger traffic is 8.1% below 2006. The most significant reductions were in America West/US Airways and United enplanements. In addition, Delta transitioned from one 757 with 183 seats to an RJ with 68 seats on their Atlanta flight at mid-month. (1,495 lost seats) In 2006, Delta was flying two 737s on the Atlanta route.

April 2007 Air Service Changes

City	Airline	2006	2007	Net Change	Reason
Albuquerque	Mesa	2		-2	Mesa stopped service 10/06
Atlanta	Delta	2	1	-1	757 to CRJ-900
Chicago/O'Hare	United (Skywest)	4	3	-1	Demand/CRJ7 to CRJ6
Chicago/O'Hare	American (Eagle)	2	1	-1	Demand
Cincinnati	(Delta) Comair	1	1		
Dallas/Fort Worth	American	7	5	-2	Demand
Denver	United (Mesa/Skywest)	1/4/6	8/7	4	More connection frequencies
Houston	Continental	6	5	-1	Demand
Las Vegas	Allegiant	1	1		
Las Vegas	U.S. Airways (Mesa)	2	1	-1	Comp from Allegiant
Los Angeles	United (Skywest)	4	3	-1	Demand/CRJ7 to CRJ6
Minn./St. Paul	Northwest	2	2		
Ontario	ExpressJet		2	2	New service
Phoenix	U.S. Airways (Mesa)	5	4	-1	Demand
Salt Lake	Delta (Skywest)	4	4		
Sacramento	ExpressJet		2	2	New Service
San Antonio	United	1		-1	Focus City bust
San Francisco	United (Skywest)	1	1		
Total		55	52	-3	

- **Landed weight** is down 17% for the year due to the drop in frequencies. We have three fewer daily flights compared to April 2006 along with changes in equipment that reduced overall landed weight.
- **Freight and cargo** pounds are below April 2006 levels. FedEx cargo data was not available at the time the report was compiled. FedEx cargo totaled 1,759,698 for April, bringing YTD freight to 7,690,681 as compared to 2006.
- Total **aircraft operations** are up 1.7% due to an increase in GA and military traffic.
- Average **load factor** for April was 77.7% (slightly skewed due to ExpressJet) and 76.1% YTD. 2006 load factors were 68.7% for April and 69.3% for YTD.
- New Report. **Airline Seats Available**. There were 16.3% fewer seats available in the market in April 2007 as compared to April 2006. America West/U.S. Airways and Delta had the most significant reductions.

➔ Finance Report – Gisela Shanahan

- Total earned revenue is 2.8% below budget for April, compared to 9% in March. Landing fees, parking and rental cars continue to be the primary factor causing the downward push on revenues. The 2007 budget was prepared using an enplanement total that is higher than we are currently experiencing. Other revenue is up due to a payment from

Aerospace on their Business Park construction. This revenue will be moved to the capital fund to reimburse it for the construction expenses.

- Revenue compared to actual revenue in 2006 is up 5.9%. We have seen increases in building rent, ground transportation, construction work done for tenants, fuel flowage fees (GA) and interest income.
- Expenses are running 3.9% below budget. We continue to realize savings in repairs and maintenance on the airfield; particularly as related to the east runway. We have also utilized fewer outside professional services to date.
- Expenses compared to actual 2006 expenses are 6.5% higher. Most of the increase is in repairs and maintenance, primarily because of fleet costs associated with the snow storms in late 2006 (fees paid in 2007) and an additional administrative fee charged by fleet services. Parking is up due to the timing of the reimbursement. Equipment and capital outlay is up due to the purchase of equipment early in the year.
- Concession revenue is 0.8% above 2006 levels. Remain relatively flat despite lower enplanements. PER EP revenue is up 9.7%.

→ **Air Service – Gisela Shanahan**

- Skywest United will add an additional Chicago flight this summer. Also changing from Dash 8's to CRJs on Denver route.

→ **Operations and Maintenance – John McGinley**

Operations

- We are continuing to plan the mass casualty drill for June 27. We have received buy in from Penrose Hospital and AMR to participate. When it came time to plan our 3 year scenario, we found that we are not getting as much participation from the community because of the high volume of similar military events recently.
- Staff has been heavily involved in getting the east runway open. It has been “all hands on deck”. Operations will be issuing a NOTAM that the runway is open. The approach for 35R will not be published until about July.

Maintenance

- We will be closing the north part of Taxiway E in July and will be doing our annual fog seal and painting in early June.
- We are hosting the Airport Facility Maintenance conference at the Doubletree Hotel in July. This will also include ASOS training as well. We expect about 200 attendees.

General Aviation

- We had a good Airport Operators Group meeting last week. Next month we will remind the station managers to see if we can get higher attendance.

- Two weeks ago we attended an NBAA lunch on the West Side. It was a good meeting with a presentation from a former NTSB official. Attendance was very low.
- Badging for the GA side has been coming in on a steady basis. In June we will be at the jetCenter to help badge the remaining tenants.

→ **Planning and Development – John Faulkner**

Construction & Design

- Business Park – Roadways and utilities are under way. Sewer construction still needs to be completed and the pavement should be completed in about a week and a half. This will provide roadway access to the business park. Utility work will take longer to complete. Our portion is close to being done.
- Cell Phone Lot and Roadways– The current exit lane has functioned dutifully, so it will not be changed. We will, however, be making changes to the median so it will be more attractive. We will also be working on the striping.
- Roadways – We are trying to get the design completed. Last week when we reviewed the design plans, they were 90% complete. This is a tricky project with some areas requiring more work than others. Once the plans are complete it will go out to bid.
- Taxiway – Bids have opened. We hope to have more news next month. We will start work at T/W F and then head north around radius. This is a big portion of the project. Next year we will work on G & H.
- VSR – The last couple of weeks we have been working with Carter-Burgess trying to get this project moving. We should have a good estimate on the contract soon. This project will be worked in phases. We did issue a Notice to Proceed yesterday.
- Drainage, Pond 8 – URS was the designer. The contractor is coming back next week to repair walls that failed. URS will help discuss design for further drainage contracts and feels they can get it done quickly.
- Canopies/Kiosks – The lane closures for the canopy project will not be taking place tonight. There has been trouble getting the welds done correctly on the beams. We have made lots of progress on the kiosks. The Rent Car companies have been helping with the design of the kiosks so we can incorporate common elements.
- Runway – Spoke with the FAA and are down to the last stage of the information exchange. We had an inspection last week and still need to complete some grading, painting, and erosion control. We hope to open the runway tomorrow (May 23).
- Roadway Signage – We are trying to complete this project this year and may work this as a design build.

→ **Public Affairs – Kelly Jackson**

- Comment Cards – Sign frames and card holders have been ordered. We are still working on design approval of the sign and hope to have these completed and on display within the next few weeks.
- Customer service statistics-
 - Info Center - April service numbers at the Information Center are up 20% over 2006. Total service numbers for 2007 increased by 17% over 2006.
 - Complaints have decreased significantly; we have only received four for this year compared to 20 at this time last year.
 - Comment Cards - This year we have received 13 comment cards, while last year we had received 22 at this same time. Once the comment cards have been put on display in the terminal, we expect the numbers to rise.
- The SkyWest ribbon cutting event has been moved to July. More details will follow.

→ **Director's Report – Gisela Shanahan**

- We have a new property manager on board. Gary Mancuso comes to us from Grand Junction. He will be taking Andrea's old position.
- We held our first Business Park open house last week and had great attendance. This open house was for the Business Park RFP. The next one will be held June 6.
- The parking revenue system will be installed in the June/July timeframe by Amano. This system will be completely automated. The plan is to have only one exit lane for cash transactions, with the rest being credit card. Eventually we will also have a pay-on-foot kiosk in the terminal as well.

5. OTHER BUSINESS

- Kyle Bryant from Premier Helicopters gave a brief presentation on the Pilot Training Program they would like to see offered at Pikes Peak Community College. Their focus would be on commercial pilots. At this time the Dean of Math and Technology still needs to approve the program and fit it within her budget.

6. CHAIRMAN'S COMMENTS

- Mark Earle has been working on air service development; Chairman Ducoff reminded the Commission that all discussions are confidential during the negotiation stage.
- Congress continues to look at the fee structure. This may have an impact on Meadowlake. Please check the following websites for up-to-date information: AOPA, EAA and Northern Alliance.

AIRPORT STAFF ACTION ITEMS

Action Item	Assigned To	Status
Send updated VIP parking list to Eric for distribution at all the exit lanes.	Gisela	Complete
Send message for 3 websites that have Fee information.	Kelly	Complete

Chairman Ducoff adjourned the meeting at 4:50 p.m.

Minutes respectfully submitted by:
Kelly Jackson, Airport Public Affairs Administrator