



MINUTES
Airport Advisory Commission
May 26, 2009

COMMISSIONERS PRESENT: Lynn French – Chairman
Dr. Pat Boone
Wally Miller – Vice Chairman
Bud Patterson
Greg Timm
Dennis Weber

COMMISSIONERS ABSENT: Joel Miller

NON-VOTING MEMBERS PRESENT: Dave Elliott, Alternate Commissioner
Dennis Hisey, El Paso County Commissioner
Rob MacDonald, Pikes Peak Area Council of Governments

NON-VOTING MEMBERS ABSENT: Pat McDivitt, Sr. Attorney

CITY STAFF PRESENT: Mark Earle, Director of Aviation
John Faulkner, Asst. Director, Planning & Development
Kelly Jackson, Airport Public Affairs Administrator
John McGinley, Asst, Director, Operations & Maintenance
Neil Ralston, Airport Planning & Development Manager
Gisela Shanahan, Asst. Director, Finance & Administration

CITY STAFF ABSENT: None

GUESTS PRESENT: Levi Anstine, COS Analyst
T. Kananen, CSPD
Gary McCurdy, TSA
Mary McElderry, COS Accountant
Wayne Heilman, Gazette
JF Roll
Danielle Scott, COS Accounting Supervisor
Joe Strahs, Airport Ambassador

Next meeting is Tuesday, June 23, 2009.

1. **APPROVAL OF THE APRIL 28, 2009, MINUTES:**

Vice-Chairman W. Miller asked for approval of the April 28, 2009 Airport Advisory Commission minutes. No objections; minutes were approved as submitted.

2. **PUBLIC OR CITIZEN GROUP COMMENTS:**

None

3. **GENERAL BUSINESS**

→ **Land Use Items – Neil Ralston**

Neil Ralston presented the following land use items:

- ◆ Item #1: AR DP 09-00114
- ◆ Item #2: AR DP 09-00166
- ◆ Item #3: CPC CP 021-00148-A6MJ0 / CPC MP 01-001477-A3MJ0 /
CPC ZC 09-00053 / CPC A 08-00197
- ◆ Item #4: AR DP 09-00115 / AR FP 09-00117
- ◆ Item #5: AL-09-003

Staff recommends Item #4 be tabled until a 7460 is submitted, and no objections to all other items. Commissioner Boone made the motion to approve the land use items as recommended by Airport staff. Commissioner Weber seconded the motion and it was carried by unanimous vote.

4. **STAFF REPORTS**

→ **Traffic Report – Gisela Shanahan**

- **Enplanements** – The monthly decline has dropped to 10.6%. We are seeing it flatten out some. The year-to-date decline is 13.9%. All of this is due to the aircraft changes and the Delta reduction in service. We'll start seeing some stabilization by Northwest also. They have added a third RJ into the market.
- **Landed weight** – The number of flights and fleet mix affect the landed weight and the cargo has driven down due to the departure of DHL in the market. We will continue to see the 25-30% decline until later in the year.
- **Freight and Mail** – not as negative as previously reported. Fed Ex still has an anomaly with their deplaned vs. enplaned cargo so we are looking into this.
- **Aircraft Operations** – down 13.3% for the month and 2.6% year-to-date. We had more military operations this last month.
- **Load Factors** –75.2% this year as compared to 79.6% in 2008 and 73.7% compared to 75.5% year-to-date last year, which is slightly down. The airlines at COS are experiencing higher loads than what we see system wide. Commissioner Boone asked why American was so low and Gisela explained that last year they reconfigured some aircraft and they have a high percentage of non-revenue passengers which affect their loads.

➔ Finance Report – Gisela Shanahan

- **Earned Revenue vs. Budgeted** – In the first category we are at zero; Terminal Concessions is down 5.1% which is primarily related to a combination of fewer passengers and less sales per passenger; Terminal Area is down 9.6% - all of this is very sensitive to traffic; Other Buildings is down 15.7% which is a timing issue. We have only received one month of the fuel and excise tax rebates from the state. As soon as the next payment is received you'll see this variance decrease. The Interest Income declined due to the interest rate decline which is 6.6% below the budget and inline with where we are historically at this time of year.
- **Revenue vs. Actual Revenue** – 13% increase in the airline revenue which is related to the fees they pay which was based on our 2009 budget. We compute a mid-year rate adjustment for the airlines and have worked diligently to reduce our expenditures in 2009 due to the economic impact on the airlines and the airport. We will be reducing our rates at mid-year to reflect the savings we've been able to generate. You'll see the airline revenue come more in line with the budget for the second half of the year. Terminal Concessions are down 2.1% compared to last year; Terminal Area down 8.6%; for a total of 2.2% less revenue this year as compared to April of 2008.
- **Expenditures vs. Budget** – We've spent 10.8% less than what we budgeted and continue to have some savings in personnel expenditures and continue to experience quite a bit of savings in our Repairs and Maintenance category.
- **Expenditures vs. April 08** – We have 3.1% lower expenditures in 2009 as compared to 2008. Considering the increase in cost of some of our items, particularly on the airfield side, this is quite a feat for the crew to maintain this kind of expenditure level.
- Commissioner W. Miller asked how the relationship is with the marketing agency. Mark noted that each time he's dealt with them, they have been very responsive. Kelly stated the same.

➔ Operations and Maintenance – John McGinley

Operations

- The Thunderbirds are in town. They did a survey of the Academy grounds and did their media flight on Monday. Earlier today they took off about 11:30 and did their practice show. They are scheduled to fly tomorrow about 10 or 11 and over the stadium at noon for the hat toss. Thursday is a down day. The team will leave on Friday. The VP will be in town for the commencement ceremony Wednesday.
- We have been notified by the FAA that we will need to redesignate Runway 12/30 to Runway 13/31 which must be completed by September 2010. This needs to be done because the magnetic variation changes which impacts all of our charts.

Maintenance

- We have been reviewing proposals for the fleet improvement project. We will discuss details at the next meeting.
- Maintenance staff has been working with Neil Ralston to test a reconfiguration of the rental car parking lots. Passengers are now directed to the front of the lots near the kiosks. This has been going well and should be implemented on a permanent basis soon.

General Aviation

- We have made progress with TSA on Security Directive 08F and have ironed out the details regarding escorting individuals. We have come to a tentative agreement with the TSA but still need an ASP amendment to finalize the details. One of the items we'll continue to review is the after hours operations for the non-badged individuals.
- The Airport Operators Group meeting is Wednesday night at the Radisson at 5:00 p.m.
- Commission W. Miller commended John McGinley and his staff for his work on the new security directive. He has not heard any negative comments from anyone on the West Side about this. As John mentioned there is a lot of misinformation out there. Commissioner W. Miller has seen this with AOPA and NBAA and has given clarification.

→ Planning and Development – John Faulkner

- **New Concessions** – Redbox DVD rental was installed last week. They sell DVD rentals for \$1 per day and users can return them at any Redbox nationwide. This will be a nice amenity for employees and passengers. The box is located at Gate 6. Also last week we opened a business and gaming kiosk between Gates 6 and 8. Two of the stations have computers with internet access as well as internet gaming and printing available.
- **VSR** – We continue to hold out for additional funding which might be available in 2012.
- **Rehab of Taxiway G & H** – This is a continuation of our regularly scheduled TW replacement program. Last year we finished a small component of G which took us within a couple hundred yards of the intersection of E. We're picking this program up and continuing through the M intersection, take a left and pick up the H intersection with M. Funding for this project is running late and may be available around July or August. We are hoping for a grant in July. We can begin some construction in June with entitlement funds, but will need the discretionary funds to complete the project. If we can't get funds until late August, we'll be talking with the FAA to delay the project.
- **Stimulus Project Rehab of Taxiway E4 and E5 connectors** – This project was designed when the runway was reconstructed. E4 and E5 are the most used taxiway connectors and the pavement study said these needed the most work. We should receive enough money for this project and begin work in mid-August through mid-November. This project will be funded with 100% stimulus money.
- **Relocation and Reconfiguration of the Operations Communication Center and the Third Floor Administrative Offices** – We continue to review the design drawings in order to give the architect some direction on final design.

- **Checked Baggage System** – Nothing new to report. The final 2010 money has not been allocated for the grant program. We hope to have something new to report in June.
- **Reconstruction of Runway 12/30** – This project is similar to the taxiway work we have this year. We have some grant funding delays and hope to select the consultant in June. As the grants come in, we are expecting some of the entitlement money to be available in June and the discretionary funds in July, at which point we can begin working on this project. We'll be designing through the remainder of the year in preparation for construction in 2010. Commissioner Boone asked what's involved in the design process and John explained that we have to identify the source of pavement failure and will probably do some coring; we'll also review the drainage. We may do some non-destructive testing and some petro graphic testing. This will determine if we can do a mill and overlay or need to do something more intensive. Mark noted that the asphalt is also reengineered each time this is done.
- **Exterior Signage** – All of the changes we made to the project are with Jacobs. We hope to have all the plans out to the contractor this week or next. They will then work up change orders for going from a painted background to a reflective background.
- **Interior Signage** – We've done a lot of work in-house on this project over the last couple of weeks. John M. will be speaking with the architect on Friday and will be submitting our changes for final design comments. The contractor can then put together the specifications. We hope to see installation around September.
- **Old Terminal Remediation and Demolition** – We continue to focus on the hangar as a business opportunity for aircraft maintenance.
- **Defense Access Road Design and Construction** – The FAA signed the supplemental environmental on Friday and received a finding of no significant impact, which means the environmental process is over. The FAA has forwarded the recommendation to Federal Highways (FHWA) who will review the document. We should receive a second Finding of No Significant Impact (FONSI) from FHWA which will clear the way for design on the project. Hopefully within the next 2-3 weeks we will be in a position to begin the design on the DAR road. We would design throughout the remainder of the year and bid the project beginning of next year which will provide us with a project schedule through the end of next fall.
- **Taxiway E Rehab** – We started this project last year. The project picked up from E2 down and around the corner to G. The contractor came out and finished the paint and all the punch list items.

Commissioner Patterson asked what the dirt movement on Aviation Way is for. John explained that they are working on the Aviation Way median landscaping.

Commissioner Timm asked if there will be a stop light on the DAR road where it intersects with Powers. John F noted that when CDOT reviewed the alignment, they agreed that currently a light is not needed. The intersection will most likely need a longer left hand turn lane to make the left turn onto Cresterra Pkwy and then there will be an acceleration and deceleration expansion lanes. At some point in the future, maybe after another few buildings, there may be a need for a light. The Powers/Grinnell intersection is supposed to get a light.

➔ **Director's Report – Mark Earle**

- The Sustainable Funding Committee has been meeting to find ways to generate new revenues for the City to help the General Fund. One of the sub-subcommittees that is dealing specifically with the airport, came to conclusion that it wasn't viable to look at the Airport as a new way to generate revenue for the City. The cost of about \$2M to the City was high and the success nationwide has not been good. Out of eight privatizations, all of them have failed. The subcommittee took this recommendation to the Assets and Enterprises committee early last week and then it was brought to the full committee. The full committee voted to accept the recommendation. The Airport is no longer being considered. Commissioners W. Miller and French thanked Commissioner Weber and Mark Earle for their hard work on this.

5. OTHER BUSINESS

- Gary McCurdy, TSA, gave a brief update about the new secure flight program that was kicked off Memorial weekend. The program requires travelers to have a name match and at the end of summer, dates of birth. This will help eliminate mismatched names. Tickets be issued to match the name shown on your driver's license or passport.

6. CHAIRMAN'S COMMENTS

- Vice-Chairman W. Miller gave explanation about the preparation for the Bud Breckner street naming ceremony. Commissioners Boone, Weber and W. Miller have met and discussed details. Commissioner W. Miller has spoken with a few organizations in which Bud participated. He will also be calling Bud's family. A ceremony date will be chosen at the next commission meeting.

AIRPORT STAFF ACTION ITEMS

Action Item	Assigned To	Status

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