



**MINUTES**  
**Airport Advisory Commission**  
**June 23, 2009**

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

**COMMISSIONERS ABSENT:** Lynn French – Chairman

**NON-VOTING MEMBERS PRESENT:** Dave Elliott, Alternate Commissioner

**NON-VOTING MEMBERS ABSENT:** Dennis Hisey, El Paso County Commissioner  
Rob MacDonald, Pikes Peak Area Council of Governments  
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  
Anna Marron, COS Intern  
Mary McElderry, COS Accountant

**Next meeting is Tuesday, July 28, 2009.**

1. **APPROVAL OF THE MAY 26, 2009, MINUTES:**

Vice-Chairman W. Miller asked for approval of the May 26, 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: PPR-09-011
- ◆ Item #2: PPR-09-014

Staff recommends Item #1 be tabled until a 7460 is submitted, and no objections to Item #2 since the 7460 has been received. Item #4 from the May 2009 meeting remains tabled pending a 7460 for the crane.

Commissioner J. Miller asked about a climb gradient that was in place over the winter due to a crane placement and wanted to know if the Commissioners could be notified when these are in place. Neil noted that these can be found online.

Commissioner Patterson made the motion to table Item #1 and approve Item #2, as recommended by Airport staff. Commissioner J. Miller seconded the motion and it was carried by unanimous vote.

4. **STAFF REPORTS**

→ **Traffic Report – Gisela Shanahan**

- **Enplanements** – Enplanements are down 13.7% for the month of May over 2008 which brings us to a 13.9% decline year-to-date. We are seeing this flattening out and June numbers already seem to be improving. Comparing these numbers to national numbers, we are right about average and are not experiencing any more difficulty that the larger airports.
- **Landed weight** – Down 18% for the month and 14.1% year-to-date. As previously discussed this is primarily affected by the cargo decline. We expect to see this continue.
- **Freight and Mail** – Down 19.4% for the month and 21.8% year-to-date. For quite some time, the airlines have not been carrying cargo out of here. Many of the RJs don't carry belly freight.
- **Aircraft Operations** – Up 8.6% for the month and down .4% year-to-date. Military operations have been driving the increase.

- **Load Factors** – The average load for the month of May was 83.2% compared to 78.2% and 76% year-to-date compared to 75.6% last year. The planes are running full and our load factors are across the board well ahead of the national system wide loads that serve Colorado Springs. Particularly, if you look at Lynx operations, we are dramatically higher than the system wide loads. The flight that was added in May has been doing very well and we were curious to see if passengers would spread amongst all six flights but instead have seen load factors rise on all six flights. Commissioner Elliott asked if we could tell from tickets sales if we're drawing passengers from Denver for our Frontier flights. Dixie Ryan, the station manager has not indicated what area customers are coming from.
- **Seats Available** – Down 17.4% for May. The departure of ExpressJet from the market has been offset somewhat by the arrival of Frontier into the market, however this is due more to the change in aircraft flying.

#### → Finance Report – Gisela Shanahan

- **Earned Revenue vs. Budgeted** – We are 5.2% below budget, so for the first five months of the year we are slightly behind budgeted forecast. We are entering our peak season of the year, so this will begin to decrease. Airline Revenue is .4% above budget; Terminal Concessions is down 5.6%; Terminal Area is down 9% which is due to parking; 27.6% down in Other Buildings and Areas, primarily due to a lag in the remittance of the Sales and Excise Tax fuel sales from the state. Once these come in, it will bring this category close to budget.
- **Revenue vs. Actual Revenue** – We are running 3% below 2008 which is not bad when you consider that we had a 13% enplanement decline. Airline Revenue is up 11.2% driven by our fees which were increased to cover expenditures; 2% decline in Terminal Concessions; 10% decline in Terminal Areas which has been affected by the decline in parking revenues; Other Buildings and Areas again is the fuel sales and excise tax payment that we are waiting for.
- **Expenditures vs. Budget** – We have been telling you that we've put some spending measures in place and react to revenue as it comes in each month to help stabilize our rates. We are running 11.3% below budget, year-to-dated for May. Personnel services, some vacancies and the decision to use fewer seasonal employees, help contribute to those savings; same thing for supplies such as deferring some maintenance; Repair and Maintenance, same thing; and Other categories is primarily due to timing. Commissioner W. Miller asked if the airport is comfortable with deferring maintenance. John McGinley responded that we are confident with this and have not put any equipment in jeopardy. Commissioner Boone asked if the savings we have now will have to be spent later. John McGinley said it depends on what the savings was for and some of it is from a change in how we're doing things. One category we will see savings is in the deicing fluid. Last year the mining strike caused a rise in fluid costs, however this year, we should see a savings from that.
- **Expenditures vs. May 08** – We are 1.8% behind the level of expenses year-to-date in 2008 and the savings are in the larger categories. The large increase in advertising is a timing issue combined with implementing the new marketing program this year.

## → Operations and Maintenance – John McGinley

### Operations

- Operations continues to work on the implementation of SD-08G. A lot of the activities include increased auditing functions with the ID system. They have implemented an inspection and training process on the West Side and have been spending about two hours a day asking for ID badges and helping to inform people of the process. The feedback and interactions have been positive.
- Ops and Maintenance, airside, have been working together on multiple runway closures to prepare for the upcoming certification inspection and to make sure that work associated with Runway 17R-35L is complete before this runway becomes our primary runway on August 17.

### Maintenance

- We've been doing some clean up on the landside areas of the airport. We put down sod at the front of the terminal building and continue with mowing operations.

### General Aviation

- We have an event this weekend and next, a dentist convention will be coming to Colorado Springs. We should have approximately 35 aircraft parked here all week.

## → Planning and Development – John Faulkner

- **VSR** – We have a project designed and hope to receive funding in 2012. We're still trying to close out the last phase of the project which was about a year and a half ago.
- **Rehab of Taxiway G & H** – This project is the continuation of the regularly scheduled Taxiway E, G & H program. This years program will construct approximately two-thirds of Taxiway G through M intersection, turn south to M and H. The portion of the program we plan to undertake this year is fairly large and is dependent upon our discretionary funding. This has been delayed and we hope the grants will be out in July. We received a burst of entitlement funding but not discretionary funding, which we need to start the project. If we can get the money in July, we should be able to get the project done this year, otherwise we will be pushed into the winter.
- **Stimulus Project Rehab of Taxiway E4 and E5 connectors** – We have a grant and a Notice-to-Proceed preparing to be sent. This project was designed as part of the runway program several years ago, but didn't have enough funding to complete the connectors. We did finish E1 and the Corps of Engineers finished E7 and E8. E4 and E5, which are the two high speeds in the center of the runway, receive the highest usage of our connectors and were in the worst condition. The FAA increased this grant amount which gives us sufficient funding to complete all the work between the runway and safety area. We'll be out of these connectors for at least four to five years. Demo work will begin on August 17 and complete in late November. The airlines have been informed of the work and closure. Commissioner J. Miller asked if this moves our Master Plan up a year. John Faulkner noted that these projects are starting to fade off the 5 year CIP. Commissioner Boone asked for explanation on how COS is chosen to receive stimulus money. John Faulkner explained the process. Mark Earle then explained the Airport Improvement

Program. Commissioner Elliott asked if the construction will affect the ADACG and John Faulkner indicated a path would be available for access.

- **Relocation and Reconfiguration of the Operations Communication Center and the Third Floor Administrative Offices** – Over the last month the design review was completed and we're at 60% submittal. Progress is being made here.
- **Checked Baggage System** – We were hopeful by now that we would have heard from TSA on the stimulus funding for 2010. If we receive the grant, we'll very quickly have to put together a design for the new machines.
- **Reconstruction of Runway 12/30** – We received a grant for this project and are currently getting together the RFQ for a consultant who would be on a five year contract. Reconstruction would take place next year. Commissioner J. Miller asked if this would include upgrades of some of the nav aids. John Faulkner said it's not anticipated, but could happen.
- **Interior Signage** – Over the last month we've done a lot of work walking the terminal and mapping the signs and messages. Right now we're in negotiations with the architect to complete the change order for the drawings and anticipate this project to bid in July.
- **Roadway Signage** – We've been finishing up some of the last messaging and have been reviewing all sign locations to be sure they are aligned properly for the future DAR roads. We are trying to negotiate a change order for a design/build contractor. At this time, we still anticipate that construction should be complete by the end of summer this year.
- **Old Terminal Remediation** - Right now we're focusing on ideas for demolishing portions of the south end of the building and keeping the north end for future use. We need to look at the cost feasibility of this. We also continue to have discussions with potential tenants.
- **Defense Access Road Design and Construction** – Over the last month, we received a completed Finding of No Significant Impact (FONSI) on the redesign of the roadway. As you recall, discussions with the master developer resulted in the Proby intersection moving approximately to the where the Air Cargo Road is today. Previously it had been in the same alignment as the exit roads. The FAA has reviewed the info and issued the FONSI and the Federal Highways Administration (FHWA) has also reviewed the plans. FHWA generally follows the FAA findings. We anticipate by the next meeting that FHWA will have determined their course of action and once this is done, we can initiate the design. This may take through the beginning of next year and then we can bid the project. Once its bid, we expect construction to be completed over one summer season, possibly by the fall of 2010.

Commissioner Timm asked about the status of the Master Plan revision. John Faulkner explained that by the next time we meet, we should have an official notification of a consultant selection. We received our grant on Thursday and Council approved it today, so funding is in place. Once the selection has been announced, the Scope and Fee will be discussed. We may have a Notice-to-Proceed in the August timeframe.

→ **Director's Report – Mark Earle**

- We've seen a slight uptick in air service development activity over the last couple of weeks. It's not unusual for the airlines to begin planning for the upwards cycle on the other side of a downturn. Additionally, the airlines made changes so quickly, that they may

have little pockets of capacity that may not be working out where they are currently situated and are looking for places for those aircraft. This is happening across the country and other airports are seeing similar inquiries from the airlines. We engage directly with the airlines and are currently engaged with four airlines about future plans at Colorado Springs. We also have a generalized effort with the airlines which usually takes place at the Jumpstart Conference each year. Gisela Shanahan explained how the meetings are conducted at Jumpstart.

- Frontier Airlines Holdings has been purchased by Republic Holdings and will remain intact but owned as a wholly owned subsidiary by Republic Holdings. Republic has three different airlines: Chautaugua, Shuttle America and Republic, but these are not on the sides of aircraft. Lynx and Frontier will continue as they are today, however in the future there may be some changes. Republic also announced that they are acquiring Midwest Airlines. Midwest has larger aircraft and most of the regional flying is already done by Republic.
- Corporate Office Properties Trust lease negotiations have continued with a completely different financing scheme and the process is almost complete. Once the agreement is finalized, we'll provide the AAC with a full briefing.

**5. OTHER BUSINESS**

None

**6. CHAIRMAN'S COMMENTS**

- Vice-Chairman W. Miller has spoken with Bud Breckner's son and has presented to him the dedication date for the renaming ceremony of the Bud Breckner Blvd. He is unable to attend in July and would like it to be in August. Vice-Chairman W. Miller explained that it will be set for 1:30 pm on August 25 prior to the AAC meeting. Kelly Jackson and Jane Acosta will coordinate the plans for the ceremony. Steve Ducoff and Commissioners Boone and Patterson have volunteered to help. Vice-Chairman W. Miller asked if the Commissioners had any requests for ideas. Reps attending should be from the MAC, City Mayor, and Dadaelions. Vice-Chairman W. Miller suggested that we have a main speaker about Bud's role to the airport, a Taps player, and a missing man formation fly-over and then unveil the sign. Bud's son feels this is a lot, so Vice-Chairman W. Miller asked what the Commissioners thought. Commissioner Elliott asked if Taps was appropriate and suggested Wild Blue Yonder instead. Commissioners agreed the ceremony should be kept uplifting.

**AIRPORT STAFF ACTION ITEMS**

Action Item	Assigned To	Status
Compile a list of attendees for B3 ceremony.	Kelly	
Send letter to Mayor inviting him to the ceremony.	Lynn French	

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