



**MINUTES**  
**Airport Advisory Commission**  
**December 18, 2013**

**COMMISSIONERS PRESENT:** Dr. Chris Thornton - Chairman  
Andrew Biancur – Vice Chairman  
Steven Janitell  
Dave Elliott  
Tom Hayden  
Randy Courduff

**COMMISSIONERS ABSENT:** None

**NON-VOTING MEMBERS PRESENT:** Peggy Littleton - El Paso County Commissioner  
Rob MacDonald - Pikes Peak Area Council of Governments

**NON-VOTING MEMBERS ABSENT:** None

**CITY STAFF PRESENT:** Dan Gallagher – Interim Direction of Aviation  
Neil Ralston - Interim Assistant Director of Aviation, P&D  
Mike Wilbur – City Attorney  
Lindsay Rose – City Attorney  
Megan Meyer – Administrative Technician  
Jerry Dimandja – Airport Intern

**GUESTS PRESENT:** John Fox – ERAU Student  
Patsy Buchwald – The Paradies Shops  
Russ Moran – The Paradies Shops

**The next meeting is Wednesday January 22, 2014**

## **I. APPROVAL OF THE November 20, 2013 MINUTES**

Chairman Thornton motions to approve the November 20, 2013 Airport Advisory Commission minutes; Commissioner Janitell 2nds, there were no corrections/suggestions, unanimously approved.

## **II. INTRODUCTION OF GUESTS**

John Fox – ERAU Student  
Patsy Buchwald – The Paradies Shops  
Russ Moran – The Paradies Shops

## **III. PUBLIC COMMENT**

None

## **IV. NEW BUSINESS**

### **A. Land Use Review (presented by Neil Ralston)**

- **Item #1 – AR FP 13-00568, AR FP 13-00569, AR FP 13-00570, AR FP 13-00571, AR FP 13-00572**
- **Item #2 – CPC ZC 13-00130, CPC MP 13-00131, CPC A 13-00111**
- **Item #3 – AR PUD 13-00598**
- **Item #4 – CPC CU 13-00114**
- **Item #5 – AAS-13-002**
- **Item #6 – AASI-13-003**

Airport staff reviewed six land use items in December. Items 1, 2, 3, and 4 are in the City of Colorado Springs, Items 5 and 6 are in El Paso County.

Airport staff recommended no objection to Items 1 -5, and recommended tabling Item #6.

Staff made the recommendation to table item #6 in the County pending completion of an airspace review by FAA for construction crane equipment to be used on airport property, directly north of Runway 17L. The recommendation to table this item only applied to the area of on-airport construction. Staff did not object to the off-Airport construction elements proceeding in advance of the work on the Airport.

Based on dialogue and input from the Commissioners, staff modified their recommendation to no objection and added the following supplemental comment language to the summary sheet for this item: "The on-Airport construction elements shall not commence until a plan to comply with the conditions outlined in the airspace determination letter is approved by the Airport, or until the FAA's objection is rescinded per supplemental airspace review."

Commissioner Courduff motioned for approval/no objection to Items 1-5 with corrections as noted (based on an updated land use summary sheet for Item #5 provided by Neil). Commissioner Hayden seconded the motion, which was unanimously approved.

Commissioner Elliott motioned for approval/no objection to Item #6 based on the supplemental language to be added to the summary sheet as described above. Vice Chairman Biancur seconded this motion, there was a brief discussion, and it was unanimously voted for approval.

Item #6 from June 2013 meeting is still tabled pending the results of an FAA airspace review.  
Item #5 from October 2013 meeting is still tabled.

## **V. STAFF REPORTS**

### **A. Finance and Administration**

### ***Finance Report: October 2013- Dan Gallagher***

Earned revenue for October is 15.9% under budget. For year-to-date, earned revenue is 10.8% under budget.

Expenditures for October are 12.1% under budget. For year-to-date, expenditures are 10.4% under budget.

### ***Traffic Report: October 2013- Dan Gallagher***

Year-to-date, enplanements are down 20.4% over 2012 levels.

For the month of October, enplanements are down 29.6% compared to 2012.

A summary of passenger enplanements, seats and load factors for each airline was provided. *Note: all monthly Traffic Reports are available at [www.flyCOS.com](http://www.flyCOS.com).*

### **B. Operations and Maintenance – Dan Gallagher/Troy Stover**

None

### **C. Planning and Development – Dan Gallagher**

#### **Design and Planning Phase Projects:**

- Airport Master Plan –
  - Staff received final approval of the Minor Amendment to the Airport Master Plan from City Land Use Review on December 17<sup>th</sup>.
  - Commissioner Elliot asked if the new Master Plan had been adopted by El Paso County. Neil stated that the Airport received a letter from the El Paso County Development Services Department in September 2013 stating that they were not going to adopt the new Master Plan at this time.

### **D. Director’s Report – Dan Gallagher**

- Airport Passenger programs are seeing positive results
  - Per passenger revenue is up significantly
  - Parking numbers are averaging higher - \$12 vs. \$10
- Bond Market has slowed down – economy is on the up-swing, which means the Federal Government isn’t giving out money at a low-cost.
  - This will result in a slight delay for airport
  - Will also have a slight impact – lesser savings for our re-financing plans

## **VI. OTHER BUSINESS**

- Introduced Lindsay Rose, the new City Attorney – she will be Mike’s replacement
- Megan will send City Codes and City Council Rules that are applicable to AAC to all AAC members

## **VII. COMMISSIONERS’ COMMENTS**

- Commissioner Elliot briefed the Commission about El Paso County’s adoption of a new 1041 (Areas and Activities of State Interest Act) Regulation related to the “Site Selection and Expansion of Airports” on December 17<sup>th</sup>.

## **VIII. CHAIRMAN’S COMMENTS**

- Chairman Thornton has been busy building relationships – he’s met with Dan, Vice-Chairman Biancur and the Mayor and City Council President King separately to discuss the role of the AAC and the meeting went very well
- Chairman Thornton was sure to be present at the City Council Meetings to support the Airport and Dan’s presentation of the Bonds/request for approval to refinance
- Chairman Thornton also met with Joel Miller for interviews for the new Commissioner, and he’s been made aware that they have decided on 1 new Commissioner and 2 Alternates

**IX. ADJOURNMENT**

- Chairman Thornton motions to adjourn, Commissioner Courduff 2nds, no discussion, approved unanimously.