



**COLORADO SPRINGS  
AIRPORT**

**MINUTES  
Airport Advisory Commission  
Wednesday, November 18, 2015  
3:00PM – 5:00PM  
Colorado Springs Airport, Conference Room B**

**COMMISSIONERS PRESENT:** Andi Biancur – Chairman  
Tom Hayden  
Steve Janitell  
Jason Harris  
John Maier

**COMMISSIONERS ABSENT:** Randy Courduff – Vice Chairman  
Mark Baker

**NON-VOTING MEMBERS PRESENT:** Hal Ellis – Alternate Commissioner

**NON-VOTING MEMBERS ABSENT:** Matthew Grunenwald – Alternate Commissioner County  
Commissioner Peggy Littleton – Liaison Commissioner  
Rob MacDonald – Liaison Commissioner

**CITY STAFF PRESENT:** Dan Gallagher – Aviation Director  
Kristine Andrews – Environmental Health & Project Specialist  
June Eveland – Accounting Manager  
Britt Haley – Legal Advisor  
Jennifer Harwig – Corporate Outreach Specialist

**GUESTS PRESENT:** Patsy Buchwald – Paradies  
Wayne Heilman – Gazette

**The next meeting date is Wednesday, December 16, 2015**

## **I. APPROVAL OF THE OCTOBER 28, 2015 MINUTES**

Chairman Biancur called the meeting to order. Commissioner Hayden made a motion to accept minutes from the October 28, 2015 meeting, and Commissioner Janitell seconded followed by all ayes.

## **II. INTRODUCTION OF GUESTS**

Patsy Buchwald – Paradies  
Wayne Heilman – Gazette

## **III. PUBLIC COMMENT**

None

## **IV. NEW BUSINESS**

### **A. Land Use Review – Kristine Andrews**

Airport staff reviewed four (4) new land use items in November 2015: three (3) items in the City and one (1) in the County.

Airport staff made a no objection recommendation for all four (4) items.

Commissioner Maier made the motion to accept Airport staff's no objection recommendation for all four (4) new land use items. The motion was seconded by Commissioner Harris, and all items were unanimously approved.

## **V. STAFF REPORTS**

### **A. Planning and Development – Dan Gallagher for Sam Schneider**

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

- Rehabilitation of Terminal Apron and Trench Drain System
  - COS received the FAA grant late in the year
  - Contractor will hold prices and do the work next year
  - Project will begin in March 2016
- Cooling Tower Replacement
  - Final design, bidding and contracting for the project will be completed in summer of 2016
- Taxiway Charlie
  - \$11M
  - Design work has begun
  - On-site work to begin in early July 2016 for completion in December 2016
- Family Restrooms
  - Pre & post screening
  - Drawings will be presented at the next meeting
  - Design work beginning in January 2016

### **B. Finance and Administration**

#### **Traffic Report: September 2015 – June Eveland**

A summary of passenger enplanements, seats and load factors for each airline was provided, along with a summary of freight and mail, aircraft operations and landed weights. All monthly Traffic Reports are available at <https://flycos.coloradosprings.gov/transportation/colorado-springs-airport/about-cos/monthly-traffic-reports>.

**Finance Report: September 2015 – June Eveland**

Summaries of a Total Revenue Trend Analysis, Expense Trend Analysis and additional revenue and expense reports for the month of September were provided and reviewed for questions.

The presentation of financial reports was discussed and ways to revise future reporting such as benchmarking vs. forecasting and numbers reflecting the benefits of CAZ. Commissioners will follow up with a suggested meeting date to review other reporting options.

**C. Operations and Maintenance – Dan Gallagher**

- Recent snow storm/removal update
  - Loss of critical Airport field staff to CSU due to pay freeze for City employees
  - New employee starting and there will be ongoing training

**D. Director's Report – Dan Gallagher**

- Dan Gallagher is Honorary Commander for Schriever Air Force Base and will arrange an AAC tour
- PFC Application #21/SIB Loan Presentation to AAC
- CIP submittal to the FAA & State was on November 17<sup>th</sup>
- Letter of support for the SIB Loan Application was signed by Chairman Biancur

**VI. OTHER BUSINESS**

- None

**VII. COMMISSIONERS' COMMENTS**

- Commissioner Ellis commented on the Airport marketing banners downtown.

**VIII. CHAIRMAN'S COMMENTS**

- Chairman Biancur discussed his personal request to ask all Commissioners to sign a Conflict of Interest Disclosure Form to be retained for record purposes only.
- Next COS air show will be scheduled for 23-24 September 2017 versus the previously scheduled date of September 2016
- Wed, December 16<sup>th</sup> AAC meeting will be cancelled if there are no land use items

**IX. ADJOURNMENT**

Commissioner Janitell made a motion to adjourn and was seconded by Commissioner Harris. There were no further comments or discussions and the meeting was adjourned at 4:39pm.