



**COLORADO SPRINGS
AIRPORT**

**MINUTES
Airport Advisory Commission
Wednesday, July 27, 2016
3:00PM – 5:00PM
Colorado Springs Airport, Conference Room B**

COMMISSIONERS PRESENT: Andi Biancur – Chairman
Matthew Grunenwald
Tom Hayden
John Maier

COMMISSIONERS ABSENT: Randy Courduff – Vice Chairman
Hal Ellis
Steve Janitell

NON-VOTING MEMBERS PRESENT: None present

NON-VOTING MEMBERS ABSENT: Jason Harris– Alternate Commissioner
County Commissioner Sallie Clark – Liaison Commissioner
County Commissioner Peggy Littleton – Liaison Commissioner
Rob MacDonald – Liaison Commissioner

CITY STAFF PRESENT: Troy Stover – Assistant Aviation Director
Kristine Andrews – Environmental Health & Project Specialist
Britt Haley – Legal Advisor
Jennifer Harwig – Corporate Outreach Specialist
John Schulz – Senior Financial Analyst

GUESTS PRESENT: Radhika Jablonski – Accounting Supervisor, COS
Zachary Armour – Intern, COS
Meghan Schmeiser – Customer Service Coordinator, COS

The next meeting date is Wednesday, August 24, 2016

I. APPROVAL OF THE June 22, 2016 MINUTES

Chairman Biancur called the meeting to order. Commissioner Grunenwald made a motion to accept minutes from the June 22, 2016 meeting and Commissioner Hayden seconded followed by all ayes.

II. INTRODUCTION OF GUESTS

Radhika Jablonski – Accounting Supervisor, COS
Zachary Armour – Intern, COS
Meghan Schmeiser – Customer Service Coordinator, COS

III. PUBLIC COMMENT

None

IV. NEW BUSINESS

A. Land Use Review – Kristine Andrews

Airport staff reviewed and discussed six (6) new land use items in July 2016: six (6) items all in the City.

Airport staff made a no objection recommendation for all six (6) items.

Commissioner Maier made the motion to accept Airport staff's no objection recommendation for all six (6) new land use items. The motion was seconded by Commissioner Grunenwald, and all items were unanimously approved.

V. STAFF REPORTS

A. Planning and Development – John Schulz on behalf of Dan Gallagher

Design and Planning Phase Projects Briefing:

- Moving along on ramp project with Airlines headed to final location within the week.
- Cooling Tower is in the design phase and no other updates.
- Taxiway Charlie – Received grant award around July 14th, beginning work on August 15th and completion in December 2016.
- Family Restrooms – In the bidding and contract process currently.
- Road repairs for the rental car agencies are beginning.
- The north changing room (near Gate 8 on the concourse) will be converted to a pet relief area with completion of August 4th as mandated by the DOT.

B. Finance and Administration – John Schulz

Traffic Report: May 2016

A summary of passenger enplanements, seats and load factors for each airline was provided, along with a summary of aircraft operations. All monthly Traffic Reports are available at <https://www.flycos.com/monthly-traffic-reports>.

Finance Report: May 2016

Summaries of Total Revenues and Expenses for the month of May were provided and reviewed for questions.

C. Operations and Maintenance – John Schulz on behalf of Dan Gallagher

- Presidential candidate Donald Trump will be flying into COS on July 28th but the Airport doesn't anticipate any operational interruptions.
- Badging office has moved from the 3rd floor to the 2nd floor.
- COS working with PAFB to fence firehouse 2.
- Road patching on Milton Proby and should be complete in the fall 2016 and the airfield crew is also catching up on painting.
- Three new tow behind brooms for the snow fleet have been ordered.

D. Director's Report – Troy Stover on behalf of Dan Gallagher

- Moody's meeting went well and COS will maintain our rating with an outlook of stable.
- July 12th the amendment to the CAZ/EDA passed unanimously and Dan wants to thank the Commission for all their support.
- Dan is working with the City Attorney's Office to clean up language with an amendment to the current lease ordinance re: the FAA guidelines for sale transactions.
- Annexation clean up
 - First reading at City Council on August 9th
 - Second reading August 23rd
- Aviation Intern Zachary Armour introduced himself to the AAC.
- More security enhancements forthcoming from TSA.

VI. OTHER BUSINESS

- None

VII. COMMISSIONERS' COMMENTS

- None

VIII. CHAIRMAN'S COMMENTS

- Elected alternates forthcoming from City Council.
- Next meeting on August 24th will be the annual election for the AAC members that expire.
- Access badges expire in September.

IX. ADJOURNMENT

Commissioner Maier made a motion to adjourn and was seconded by Commissioner Grunenwald. The meeting was adjourned at 3:38pm.