



**COLORADO SPRINGS  
AIRPORT**

**MINUTES  
Airport Advisory Commission  
Wednesday, August 24, 2016  
3:00PM – 5:00PM  
Colorado Springs Airport, Conference Room B**

**COMMISSIONERS PRESENT:** Andi Biancur – Chairman  
Randy Courduff – Vice Chairman  
Hal Ellis  
Matthew Grunenwald  
Tom Hayden  
Steve Janitell  
John Maier

**COMMISSIONERS ABSENT:** None

**NON-VOTING MEMBERS PRESENT:** Bill Nichols – Alternate Commissioner  
County Commissioner Peggy Littleton – Liaison Commissioner  
Rob MacDonald – Liaison Commissioner

**NON-VOTING MEMBERS ABSENT:** Jason Harris – Alternate Commissioner  
Steve Ducoff – Alternate Commissioner  
County Commissioner Sallie Clark – Liaison Commissioner

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

**GUESTS PRESENT:** Robert Sedlarek – The Paradies Shops  
Jacqueline D. Brown – Hertz Corp  
Travis Gallagher – Visitor  
Tanja Gracesa – Skywest  
Patsy Buchwald – The Paradies Shops  
Chris Touch – Interim Construction Project Manager, COS  
Barbara Archer – Hertz Corp  
Laida Altizer – Hertz Corp  
Lt. Col David Sivinski – 302 AW/SEF  
Zachary Armour – Intern, COS  
Jerry Dimandja – Analyst, COS  
Alana Gannon – Enterprise

**The next meeting date is Wednesday, September 28, 2016**

## **I. APPROVAL OF THE July 27, 2016 MINUTES**

Chairman Biancur called the meeting to order. Vice Chairman Courduff made a motion to accept minutes from the July 27, 2016 meeting and Commissioner Hayden seconded followed by all ayes.

## **II. INTRODUCTION OF GUESTS**

Robert Sedlarek – The Paradies Shops  
Jacqueline D. Brown – Hertz Corp  
Travis Gallagher – Visitor  
Tanja Gracesa – Skywest  
Patsy Buchwald – The Paradies Shops  
Chris Touch – Interim Construction Project Manager, COS  
Barbara Archer – Hertz Corp  
Laida Altizer – Hertz Corp  
Lt. Col David Sivinski – 302 AW/SEF  
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Jerry Dimandja – Analyst, COS  
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## **III. PUBLIC COMMENT / AIRPORT RECOGNITIONS**

- Dan Gallagher and Chairman Biancur recognized and presented Certificates of Appreciation to three (3) individuals who helped injured Republic Parking staff on July 28<sup>th</sup>, the day of a hail storm causing over \$1M in damage to COS alone.
  - The individuals were Barb Archer with the Hertz Corp, Tanja Gracesa with Skywest and Alana Gannon with Enterprise.
- Chairman Biancur introduced the newly appointed Alternate to the Airport Advisory Commission, Bill Nichols. Steve Ducoff is also an Alternate but wasn't present.

## **IV. NEW BUSINESS**

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

Airport staff reviewed and discussed eight (8) new land use items in August 2016: six (6) items in the City and two (2) items in the County.

Airport staff made a no objection recommendation for all eight (8) items.

Commissioner Ellis made the motion to accept Airport staff's no objection recommendation for all eight (8) new land use items. The motion was seconded by Commissioner Grunenwald, and all items were unanimously approved.

## **V. STAFF REPORTS**

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

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

- Terminal Apron is complete. Airlines are in their final and permanent locations.
- Cooling Tower – IFB package will be issued on September 15<sup>th</sup>.
- Taxiway Charlie – Work began on August 15<sup>th</sup> with an anticipated completion date in December 2016.
- Family Restrooms – Bids received were too high and staff is reevaluating.

## **B. Finance and Administration – John Schulz**

### **Traffic Report: June 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: June 2016**

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

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

- The Airport Operations Department is fully staffed for the first time in a very long time.
- Hail damage update (July 28<sup>th</sup> hail storm) and the impact on the CIP were discussed.

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

- Vacant leadership positions update.
- Dan finalizing the draft Economic Development Agreement with the County.
- Annexation passed at the August 23<sup>rd</sup> City Council Meeting.

## **VI. OTHER BUSINESS**

- Chairman Biancur made a motion:
  - That the chair, at his/her discretion may appoint a commissioner(s), at the request of the Airport Director, and the concurrence of the commissioner, to serve as an Airport Advisory Commission (AAC) liaison to specific projects undertaken at the airport. That representative will serve a period appropriate to the benefit of the airport.
  - Rationale: Historically, the Airport Director has invited the Airport Advisory Commission to liaise at various management- related activities relevant to airport operations. This motion will legitimize that duty and allow the Commission to more adequately perform as advisors to local governing authorities, involve the Airport Advisory Commission in a wider spectrum of airport activities, increase the credibility of the Airport Advisory Commission, and provide a broader channel for public input into airport operations.
  - Motion was seconded by Commissioner Grunenwald followed by all ayes.
- Voting for the Chairman and Vice Chairman
  - Commissioner Maier made the motion to select Commissioner Biancur to another term as Chair, and Commissioner Courduff to another term as Vice Chairman which was seconded by Commissioner Ellis. Passed with all ayes.

## **VII. COMMISSIONERS' COMMENTS**

- County Commissioner Littleton complimented Dan on his professionalism in his response to a critical citizen.

## **VIII. CHAIRMAN'S COMMENTS**

- Chairman Biancur thanked the Commission for serving and thanked Vice Chairman Courduff for serving as Vice Chairman again.

## **IX. ADJOURNMENT**

Vice Chairman Courduff made a motion to adjourn and was seconded by Commissioner Maier. The meeting was adjourned at 3:56pm.