



MINUTES
Airport Advisory Commission
Wednesday, August 28, 2019
3:00PM – 5:00PM
Colorado Springs Airport, Conference Room B

COMMISSIONERS PRESENT: John Maier – Chairman
Bill Nichols – Vice Chairman
David L. Couch – Commissioner
Hal Ellis – Commissioner
Aaron Wood – Commissioner
Michelle Ruehl - Commissioner

COMMISSIONER ABSENT: Chic Myers – Commissioner

NON-VOTING MEMBERS PRESENT: Councilor Andy Pico – City Council Representative
County Commissioner Stan VanderWerf – Liaison Commissioner
Dave Elliott – Meadow Lake Airport Liaison

NON-VOTING MEMBERS ABSENT: Mark Volcheff – Alternate Commissioner
Bill Murray – City Council Representative
County Commissioner Mark Waller – Liaison Commissioner

CITY STAFF PRESENT: Greg Phillips – Director
Michael Gendill – Legal Advisor
Ivette Rentas – Customer Relations Coordinator
Kevin Keith – Aviation Planner
Tom Roisum – Accounting Manager
Josh Stone – Air Service Development Manager
Steven Gaeta – Design & Construction Manager
Brett Miller – Assistant Director of Aviation
Troy Stover – Assistant Director of Aviation
Aidan Ryan – Marketing & Communications Manager
Nick Condon – Airport Operations Manager
Lisa Hogan – Air Service Development Analyst

GUESTS PRESENT: Robert Sedlacek – Paradies
Patsy Buchwald – Paradies
Amy Kelley – US Air Force Academy
Ben Dwyer – Direct Connect Flight Academy

I. **MEETING CALLED TO ORDER at 3:04PM AUGUST 28, 2019 by CHAIRMAN MAIER**

II. **APPROVAL OF THE JULY 24, 2019 MINUTES**

Vice Chairman made a motion to approve the July 24, 2019 meeting minutes. Commissioner Couch seconded.

Discussion: None

VOTE: **APPROVED (Unanimous).**

APPROVAL OF THE AUGUST 2, 2019 SPECIAL MEETING MINUTES

Vice Chairman Nichols made a motion to approve the August 2, 2019 special meeting minutes. Commissioner Couch seconded.

Discussion: None

VOTE: **APPROVED (Unanimous).**

III. **INTRODUCTION OF GUESTS**

COMMUNICATIONS

- Chairman Maier added one (1) change to the agenda:
 - Other Business – The West Side General Aviation briefing will be deferred to the September 25, 2019 meeting.

IV. **PUBLIC COMMENT**

- Patsy Buchwald shared that Paradies had been awarded the 2019 Excellence in Airport Concessions Award. Paradies has been the recipient of this award for twenty four consecutive years.

V. **NEW BUSINESS AND REPORT ITEMS**

A. Land Use Review – Kevin Keith

Airport staff presented and discussed ten (10) Land Use Items. Eight (8) items in the City and two (2) in the County.

Land Use Items #1, #2, #4 – #10: Briefed.

Vice Chairman Nichols motioned to recommend approval of land use items #1, #2, #4 – #10 as recommended by airport staff. Commissioner Wood seconded.

Discussion: None

VOTE: **APPROVED (Unanimous).**

Land Use Item #3:

Discussion: Commissioner Ellis request to review the FAA (Federal Aviation Administration) 7460-1 (Notice of Proposed Construction or Alteration) to verify that Land Use Item #3, CPC CU 09-00069-A2MN19, AR NV 19-00457 approval of a minor amendment to the development plan, for the installation of 70 foot light poles would not cause obstruction in the area. Kevin Keith confirmed the 70 foot light poles would not be the highest construction in the area and therefore it is not a concern for obstruction.

Commissioner Couch motioned to approve deferral of Land Use Item #3 as recommended by airport staff. Vice Chairman Nichols Seconded.

VOTE: APPROVED (Unanimous).

B. Director's Airport Business Report

- Project Status Report – Steven Gaeta
 - Taxiway G is expected to be completed and operating in early September 2019.
 - The anticipated date for the Planning Consultant of Record will be updated once the task order has been finalized.
 - Deicing Pad construction is planned for summer 2020, contingent upon The Forest Service funding availability.
- Traffic Trend Report – Josh Stone
 - As per the request of Greg Phillips, an extended dashed blue line from “Anticipated” to “Overall Enplanements” was added to the chart.
 - Greg Phillips announced the resignation of Josh Stone. Josh Stone's last day with the airport will be Friday, September 6.
 - Greg Phillips, Dana Schields, and Ryan Campbell attended the Boyd Group International Aviation Forecast Summit from August 25 – 27. Greg Phillips had an opportunity to speak with Mr. Barry Biffle, CEO of Frontier Airlines.
- COS Financial Report – Tom Rosium
 - Airport expenses are running on forecast and revenues are exceeding slightly above forecast.
 - As part of the City working on centralizing all Accounting Departments, the airport Account Receivables; Account Payables; Radhika Jablonski, Accounting Supervisor; and Tom Rosium, Accounting Manager are relocating to the CAB (City Administration Building) by the end of September 2019.
 - i. Commissioner Wood shared his concerns of the possible impact to airport customer service with a move of this size. Greg Phillips responded the airport's continued customer care will remain a high priority.
 - Although the Accounting Department is relocating to the CAB, the airport will continue to brief the Commission with a monthly COS Financial Report.
- Airport Business Development Report – Greg Phillips/Troy Stover
 - Greg Phillips expressed gratitude to the Commission for their support of the request for supplemental funds for Peak Innovation Park projects presented at the August 20, 2019 AAC Special Meeting.
 - The two (2) hotels are going before the Council Work Session on September 9. The resolution is expected to go before Council on September 10th or September 24.
 - A portion of Aviation Way traffic has been shut down to restrict drag racing. Airport tenants and surrounding businesses have been notified.
 - Ben Dwyer, Direct Connect Flight Academy, a new tenant on airport property, gave a presentation of the academy's present and future plans.
 - The 2019 Pikes Peak Regional Air Show is scheduled for September 21 – September 22. Nick Condon gave a brief overview presentation of what is expected during the event.

- Construction of the Amazon building is moving forward and it's anticipated that the Certificate of Occupancy will be obtained during the month of September 2019.
- Greg Phillips gave a presentation of the COS 2019 Strategic Goals.
 - i. County Commissioner VanderWerf suggested a Community Outreach program would be beneficial to the airport.
 - Chairman Maier suggested airport staff could benefit by connecting with Hillary Fletcher, a Community Outreach Specialist for Aviation.

VI. **OTHER BUSINESS**

- Commissioner Ruehl, briefed the Commission on AAC priorities, objectives, and measures that can be put into effect.

VII. **COMMISSION MEMBERS' COMMENTS**

- Liaison Commissioner Elliott shared the main runway construction at Meadow Lake Airport has been pushed back two (2) weeks and expected to be completed by October 8, 2019.
- Commissioner Ellis suggested the Airport Staff, Air Force Academy, Air Traffic Control (ATC), and West Side operators come together and discuss a more efficient solution of the distribution of construction notification plans that can impact daily operations. COS Development has generated an Airside CAN (Construction Activity Notification) publication for Airside projects.

VIII. **CHAIRMAN'S COMMENTS**

- The Commission's New Rules & Procedures have been approved by City Council and are now in effect.
- A new AAC membership roster was distributed. Members consented to publication by submitting their own email address and phone numbers.
- Some member's Colorado Springs Airport sterile badges are set to expire on September 30, 2019 and are to be renewed. VIP parking passes will be re-issued if expired.

IX. **ADJOURNMENT**

The meeting was adjourned at 5:03PM.

The next meeting date is **Wednesday, September 25, 2019**