



MINUTES
Airport Advisory Commission
December 17, 2014

COMMISSIONERS PRESENT: Andi Biancur – Chairman
Dave Elliott – Vice-Chairman
Dr. Chris Thornton
Randy Courduff
Steve Janitell

COMMISSIONERS ABSENT: Mark Baker
Tom Hayden

NON-VOTING MEMBERS PRESENT: John Maier – Alternate Commissioner
Rob MacDonald – Liaison Commissioner
Peggy Littleton – Liaison Commissioner

NON-VOTING MEMBERS ABSENT: Jason Harris – Alternate Commissioner

CITY STAFF PRESENT: Dan Gallagher – Aviation Director
John McGinley – Assistant Director – O&M
June Eveland – Accounting Manager
Sam Schneider – Design and Construction Manager
Kristine Andrews – Environmental Health & Project Specialist
Britt Haley – Legal Advisor
Jerry Dimandja – Financial Analyst

GUESTS PRESENT: Brian Faulkner – Airport Intern
Nate Lavin – Airport Intern
Rick Hoover – Citizens Transportation Advisory Board (CTAB)
Wayne Heilman – Gazette
John Fox – Embry-Riddle Aeronautical University (ERAU)
Alex McKean – RS&H
Matt Harrell - CSPD

The next meeting is Wednesday, January 28, 2015

I. APPROVAL OF THE NOVEMBER 19, 2014 MINUTES

Chairman Biancur asked whether all commissioners reviewed the November 19, 2014 Airport Advisory Commission meeting minutes. There were no corrections or suggestions and the minutes were unanimously approved.

II. INTRODUCTION OF GUESTS

Brian Faulkner – Airport Intern
Nate Lavin – Airport Intern
Rick Hoover – CTAB
John Fox - ERAU
Wayne Heilman – Gazette
Alex McKean – RS&H
Matt Harrell - CSPD

III. PUBLIC COMMENT

Rick Hoover from CTAB congratulated Aviation Director Dan Gallagher on receiving the *2014 Public Employee of the Year* award from the Regional Business Alliance for his collaboration with city, county and state offices to create the commercial aeronautical zone (CAZ) and attract businesses looking to locate or expand their operations at COS.

IV. NEW BUSINESS

A. Land Use Review – Kristine Andrews

Airport staff reviewed six (6) new land use items in December: 3 items in the City and 3 in the County.

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

Commissioner Thornton made the motion to accept Airport staff's no objection recommendation for all six new land use items. The motion was seconded by Vice-Chairman Elliott, and all items were unanimously approved.

V. STAFF REPORTS

A. Planning and Development – Sam Schneider

Design and Planning Phase Projects:

Sam Schneider briefed commissioners on the status of the following projects:

- Rehabilitation of Taxiways E, G and H (Phase V).
- Taxiway A Partial Rehabilitation.
- Terminal Apron and Trench Drain System rehabilitation.
- ETU Renovation Project to accommodate a new tenant.

B. Finance and Administration

Traffic Report: October 2014 – 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 weight. All monthly Traffic Reports are available at www.flyCOS.com.

Finance Report: October 2014 – June Eveland

- Total Earned Revenue is reported to be **20.2% above** budget for the month of October and **1.3% above** budget year-to-date.
- Total Expenditures are **18.3% above** budget for the month of October and **2.3% below** budget year-to-date.
- June Eveland gave a detailed explanation to assist Advisory Commission members in understanding the reasons behind variances within each revenue and expense category. This detailed explanation can also be found within the meeting packet distributed at the AAC meeting.

C. Operations and Maintenance – John McGinley

John McGinley briefed commissioners on the following Operations and Maintenance-related topics:

- 2015 Pikes Peak Airstrip Attack (PPAA).
- United States Marine Corps Special Operations Command visit scheduled for May 2015.
- Cooling Tower project.
- Roof Survey project.
- AOPA Regional Fly-in.

D. Director’s Report – Dan Gallagher

Dan Gallagher briefed the Advisory Commission on the following topics:

- 2015 State Infrastructure Bank (SIB) loan application.
- Colorado Department of Transportation (CDOT) grant application.
- Newly executed leases on December 1, 2014 for both the Fountain Hangar and the former DHL building.

VI. OTHER BUSINESS

There were no comments or discussions during this segment of the meeting.

VII. COMMISSIONERS’ COMMENTS

Liaison Commissioner Rob MacDonald commented on changes taking place at CDOT.

VIII. CHAIRMAN’S COMMENTS

Chairman Biancur made some suggestions regarding the Airport Advisory Commission rules and procedures. Mr. Biancur’s suggestions were discussed with the rest of the commission, and the amended rules and procedures were unanimously approved by vote.

IX. ADJOURNMENT

No further business was presented to the commission, and the meeting was adjourned at 4:15pm.