



**COLORADO SPRINGS
AIRPORT**

Colorado's small airport

**MINUTES
Airport Advisory Commission
Wednesday, August 28, 2024
3:00 PM – 5:00 PM
Colorado Springs Airport Conference Room B
(Public Via Teleconference)
Teams Meeting**

VOTING

COMMISSIONERS PRESENT:

John Buckley – Chairman
Michelle Ruehl – Vice Chairman
Danny Mientka – Commissioner
Mark Volcheff – Commissioner (via TEAMS, late)
John Eastman – Commissioner
Al Peterson – Commissioner
George Mentz – Commissioner (via TEAMS)

VOTING

COMMISSIONERS ABSENT:

NON-VOTING

MEMBERS PRESENT:

Dan Roehrs – Alternate Commissioner (via TEAMS)
Dave Elliot – Meadow Lake Airport Liaison
County Commissioner Stan VanderWerf – Liaison
Commissioner
County Commissioner Longinos Gonzalez, Jr. – Liaison
Commissioner (via TEAMS)

NON-VOTING

MEMBERS ABSENT:

Randy Helms – City Council Representative
Brian Risley – City Council Representative

CITY STAFF PRESENT:

Greg Phillips – Director of Aviation (via TEAMS)
Brett Miller – Assistant Director of Aviation
Jim Lovewell – Assistant Director of Aviation
Michael Gendill – Senior Attorney
Jennifer Cook – Executive Assistant
Kris Andrews – Environmental Safety & Health Spec, Sr.
Troy Stover – Business Park Development Director (via TEAMS)
Dana Jackson – Properties Manager
Garrett Hintze – Air Service Development Analyst
Steve Hedden – Finance & Properties Manager
Aidan Ryan – Marketing & Communications Manager
Mary Beth Burichin – Marketing & Advertising Specialist (via TEAMS)
Ivette Rentas – Airport Customer Relations Coordinator
Kryshna Gonzalez – Business Specialist I
Jaegr Spinuzzi – Finance Analyst I

GUESTS PRESENT:

Ayana Garcia, City Council Program Administrator I (via TEAMS)
Jeff Bohn, Peterson Space Force Base
Jeff Craig, jetCenters of Colorado
Amy Kelley, US Air Force Academy
Other attendees via phone were unknown

I. MEETING CALLED TO ORDER at 3:00 PM AUGUST 28, 2024, by CHAIRMAN BUCKLEY

II. COMMUNICATIONS

- Brett Miller, Assistant Director of Aviation, welcomed Jim Lovewell. Jim will be Colorado Springs Airport's new Assistant Director of Airlines Affairs, Marketing & Communications.

III. PUBLIC COMMENT

- None

IV. NEW BUSINESS AND REPORT ITEMS

A. Land Use Review – Kris Andrews

Kris Andrews presented six (6) Land Use Items.

Commissioner Mientka made a motion to recommend approval of Land Use Items #1 through #6 as presented by airport staff. Commissioner Peterson seconded.

Discussion: None

VOTE: APPROVED (Unanimous, Roll Call Passes 6 Yes)

B. Director's Airport Business Report

- **Project Status Report**
 - Airport/Airfield construction report presented by Brett Miller
 - Master Parking and Signage Plan – Scoping meeting with COS staff held 4/22. Revised scope received 5/14 in review. Final scope review scheduled 9/10.
 - New Security Screening Lane – Task Order in circulation for execution. Any changes require TSA review and approval. Further design and construction plans required to build. Final approval of layout has been received by TSA, next phase design.
 - Federal Inspection (FIS)/User Fee Facility (UFF) – 100% Design with addendum submitted 7/18. Coordinated Design with TSA and CBP.
 - Oversize Baggage Handling system – Full system East and West injection points fully operational. Working on punch list items for close-out.
 - Concourse Modernization Fire Alarm Install – Planning final inspection 1st week of September.
 - Concourse Modernization Package A – Lounge Area paneled off for new operator. Scheduling, procurement, and coordination ongoing. Started Gate 10 and 8 work. As scheduled 8 and 10 should be completed in 1st week of October.

- Federal Inspection (FIS)/User Fee Facility (UFF) (construction) – Demo phase complete. GMP 3 has been signed and executed. Construction starts on 8/26.
- Concourse Modernization Window Install – Long lead time for self-tinting windows. Coordination for tenant spaces ongoing. Windows have been ordered, planned arrival 1st of December.
- **Traffic Trend Report**
 - Airline data analysis presented by Garrett Hintze.
 - The Colorado Springs Airport (COS) welcomed 250,761 total passengers for the month of July. This represents a 9 percent increase in the total number of passengers from last July.
 - Enplanements for the month of July were also up by 8.5 percent compared to the same time last year, totaling 124,808.
 - There were 11.5 percent more seats in the market than the same month last year, totaling 148,209 seats among the six airlines serving COS. The average load factor remained steady at 84.2 percent, similar to last July.
- **COS Financial Report**
 - COS financial report presented by Steve Hedden.
- **Airport Business Development Report**
 - Airport business development report presented by Dana Jackson.
- **Airport Marketing and Communications Update**
 - Airport marketing and communications update presented by Aidan Ryan.

C. General Business – Assistant Director Brett Miller

- Assistant Director Miller announced the two new Assistant Directors joining COS, Jim Lovewell and Alex Kovacs. Jim began in August and Alex will be joining in September.
- Assistant Director Miller spoke to the Pikes Peak Regional Airshow (PPRAS) and the mass casualty event that occurred due to the heat.
- COS has received three noise complaints for the year and an additional six were received due to the airshow.

D. Chairman's Report – Chairman Buckley

- None

V. OTHER BUSINESS

Chairman Buckley presented the final Annual Report and Work Plan submission as requested by the Colorado Springs City Council.

Commissioner Volcheff made a motion to recommend approval of the Annual Report and Work Plan as presented by Chairman Buckley. Commissioner Eastman seconded.

Discussion: None

VOTE: **APPROVED (Unanimous, Roll Call Passes 7 Yes)**

VI. COMMISSION MEMBERS' COMMENTS

- None

VII. CHAIRMAN'S COMMENTS

- None

VIII. ADJOURNMENT

- Chairman Buckley adjourned the meeting at 4:26 PM.

The next meeting date is Wednesday, September 25, 2024