

**City of Glenwood Springs
Airport Board Minutes**

Sept. 17, 2020; 7:30 to 8:51
Via Zoom

1. Attendance

Commissioners:	Chair Greg Rippy, Rich Backe, Dave Merritt, Alan Arnold
City Council:	Mayor Jonathan Godes
Staff:	Terri Partch, Linda DuPriest, Amy Helm, Tim Hasselmann
Others:	Nissa, Jesse, Angela Reid, Scott Storie of CDOT Aeronautics

**These notes are representations of this meeting,
and may not have been approved by the Commission.**

2. Adoption of Minutes – August minutes approved.

3. South Bridge – Terri Partch and South Bridge design team gave an update on design, specifically the importance of observing the RPZ, Runway Protective Zone. Scott Storie said that as a non-FAA compliant airport we are not required to follow their standards but that it is advised and encouraged to. In addition, any grants the airport receives may set conditions for complying with FAA design regulations. Various elements of the tunnel/roadway design were discussed including Airport Road elevations, turning radius from the tunnel/road onto airport property to accommodate large trucks, possible relocation of airport fueling operations to the south side of the airport, and others. Greg suggested that hiring Armstrong to advise us on any changes to the south area such as hangar additions or fueling location was indicated for addressing South Bridge design questions. (Mayor had to leave meeting during this item.) Road grading was discussed and it was determined more work was needed on the design before that would be discussed further. Commissioners asked if drawings in PDF form could be forwarded to them before the next meeting.

4. Grizzly Creek Helibase Update – Amy Helm reported that the runway was closed Aug. 13 – 25, then opened on 26th but still had six aircraft parked on taxiways. The helibase closed on Sept. 14. The invoice is approx.. \$98,000 for day use plus per-aircraft fees. Mayor Godes asked if we made anything on fuel sales or did they bring their own? Amy said both, but that we could have made more if we had a larger system. Tim added that he was told by crew managers that Glenwood would be the preferred airport for future fires in this area of the state. AOPA Newsletter wrote a positive article about Glenwood’s role in Grizzly Creek Fire

5. Budget – Comments were made on the proposed 2021 City Budget. Greg Rippy had questions about projected revenues for land leases which seem to him as low. Amy suggested Finance staff had provided incorrect numbers and that she would work with staff to revise. Commissioners agreed the budget could go forward for Council discussion.

a. Addition of new tie down fee for contractor helicopters – Tim asked if we should have more formal arrangements with fees for helicopter operations that set up on the South ramp and who bring in their own fuel. Greg suggested that staff could propose a new program with a fee structure. Amy added that while we are happy to have them, these operations can take up a lot of room and make a lot of noise and do not purchase fuel from us. Tim said we should be doing flow calculations even though they don't buy the fuel from us. A figure of \$100 per night was proposed and approved; the board would like this to be implemented immediately rather than wait until 2021.

b. Fines – improper/reckless driving on active taxiway/runway. Greg Rippe doubted that this could generate much revenue.

c. Purchase of new Jet A electric hose reel – Amy reported that a new electric hose of 100 ft length is needed for the Jet A and asked for board approval to purchase. This would allow helicopters to be further away from fuel shed and buildings during fueling. Board approved motion to purchase.

6. Abandoned aircraft update -. Amy reported that BAS wants to purchase them; she will connect them with the City attorney and the process should be complete within 30 days. Commissioners asked if in the future this process could be streamlined to omit the City attorney and just have the police dept handle it. Terri replied that she would inquire but doubted that the police could handle it without bringing in the attorney.

7. City Council agenda – Amy asked for input on the report she prepared for the meeting. Greg asked everyone to review the report plus proposed agenda and to return comments by October 1.

8. Manager's report – Amy reported more kids shooting pellet guns at airport, including at the van of a mechanic working on a helicopter at the north end. Amy called the police, who issued a warning to the kids. Any further incidences will result in police action including a \$5000 fine. Victims can pursue compensation for damages in civil court. Amy and Tim have cautioned airport users not to park vehicles at that end of the property. Amy reported crack seal work will start around October 8th depending on weather. Various Commissioners volunteered to be at the airport when the crews arrive if Amy or Tim can't be out there.

9. Other – Greg asked for an update on the new manager hiring and told the group Tim had his endorsement and full support for the job. Other Commissioners concurred. Terri said the application deadline was Friday and that the screening and interview process would begin shortly. Commissioners reiterated that Tim had their support “with gusto” and asked if Terri could convey that to HR. Amy asked if she could be involved in the hiring; Terri said she would ask.

10. Adjourned at 8:51