

# Glenwood Springs City Airport Board Regular Monthly Meeting Minutes



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## 7:30am Thursday, January 20, 2022 Zoom Meeting

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1. Roll Call
  - a. Board: Dave Merritt, Alan Arnold, Sean Thomas, Richard Backe, Joel Shute, Stephanie Stanfield
  - b. City Council: Tony Hershey, Paula Stepp
  - c. Staff: Meredith Fox, Brian Smith, Terri Partch, Karstin Moser, Cristi Newton
  - d. Guests: Gregg Rippy
2. Approval of December Meeting Minutes
  - a. Motion to approve by Joel Shute. Second by Stephanie Stanfield. All in favor, motion passed.
3. Public Comment
  - a. None
4. Insulation for Bridge Project – Terri Partch
  - a. If the tunnel remains in the project, City staff will recommend to the Council to proceed with authorizing the additional design costs (\$215k) and the additional construction cost (\$110k) to place insulation in the tunnel. Staff feels that there is risk and liability in managing the airport without the insulation. If the Airport Board would like to express another opinion, that can be sent to Council.
    - i. Board does not feel insulation would be necessary based on take off and landing zones during winter, pilots' skill levels, and other liability mitigation tools such as signage or NOTAM.
    - ii. Richard Backe moves to not support the authorization of additional design cost of \$215k plus additional project construction cost of \$110k to place insulation for the airport underpass structure. Second by Joel Shute. All in favor, motion passed.
5. Airport Study Option Decision
  - a. Should the airport tunnel be eliminated from the project and the airport runway be shifted to the north? From a cost standpoint the current value of the airport tunnel is over \$4 million. The cost to extend the runway to the north is roughly \$500k, not including any hangar relocation.
    - i. Board expressed concerns about shortening the runway and cutting off access to the maintenance facility if the runway is shifted to the north.
    - ii. Alan Arnold moves not to support eliminating the tunnel and shifting the runway to the north. Second by Richard Backe. All in favor, motion passed.
  - b. Should the City Council adopt the Obstruction Analysis Report and begin to remove obstructions from the GWS airspace? (Obstructions exist currently in the airport airspace, with or without moving the runway to the north).
    - i. Alan Arnold moves that the obstructions on City property be addressed first, and a phased plan be created to deal with the other obstructions. Second by Joel Shute. All in favor, motion passed.

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- ii. Stephanie Stanfield moves to adopt the Obstruction Analysis Report and direct staff to move towards a reasonable implementation plan. Second by Richard Backe. All in favor, motion passed.
6. Airport Layout Plan
  - a. Airport Listening Session will be on February 24<sup>th</sup>.
  - b. Creation of a layout plan would be best done with an Airport Consultant.
  - c. Suggestion to have an Airport Board work session meeting on March 10<sup>th</sup> at 4pm at the Airport to discuss Airport Layout Plan.
7. Minimum Standards Review
  - a. Code revisions are scheduled to be on the February 3<sup>rd</sup> Council agenda.
  - b. Commission feels the insurance dollar amount requirements are too high and would like additional time to review the Minimum Standards before making a recommendation to Council.
    - i. Staff will schedule a meeting on Tuesday, January 25<sup>th</sup> with two commission representatives (Stephanie, Joel, and Richard as an alternate), Gregg Rippy as an airport user, Staff, and Legal to review the Minimum Standards.
8. Manager's Report
  - a. Lots of snow in December. Thank you for the time spent on snow plowing from Sean, Gregg, and Dallas.
  - b. Johnathan with CPW will be back at the Airport on February 8<sup>th</sup> and 9<sup>th</sup> for the Wildlife Assessment.
  - c. Fueling Station RFP was awarded to Mascott on January 7<sup>th</sup>. It will take about 2 weeks for Mascott to establish a working timeline. Matt Kramer and Meredith have met with High Country Engineering to start the process of the planning of the fueling station and getting soil samples and GEO tech report from Terri.
  - d. CDOT grant's resolution will be going to Council tonight. CDOT won't make the official award until February 1<sup>st</sup>.
  - e. Preparation meeting held yesterday evening with Council for the Airport Listening Session on February 24<sup>th</sup>. It will be in person from 5:30pm – 8:30pm potentially at Sopris Elementary (Community Center as a backup). Will include virtual and in-person presentations. A representative from Jacobs will be present.
  - f. Boards and Commissions meeting with Council on January 27<sup>th</sup>. Written response to questions is due today. Joel Shute moves to approve Dave Merritt's written response to Council for the Boards and Commission meeting with Council. Seconded by Stephanie Stanfield. All in favor, motion passed. Alan will present if Dave cannot attend.
9. February Agenda Items
  - a. 2022 Budget Review and 2021 Profit/Loss Report
10. Adjourn at 9:38am.