

# Glenwood Springs City Airport Board Regular Monthly Meeting Minutes



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## 7:30am Thursday, February 17, 2022 Community Center – Red Mountain Room

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1. Roll Call
  - a. Board: Dave Merritt, Joel Shute, Alan Arnold, Sean Thomas, Stephanie Stanfield, Richard Backe
  - b. City Council: Tony Hershey, Paula Stepp
  - c. Staff: Steve Boyd, Brian Smith, Terri Partch (Teams), Meredith Fox, Cristi Newton, Richard J. Peterson-Cremer of the City's Attorney Office
  - d. Visitors: Gregg Rippy, Jacob Hoban
2. Approval of January Meeting Minutes
  - a. Motion to approve by Joel Shute. Second by Sean Thomas. All in favor, motion passed.
3. Public Comment:
  - a. Tony voiced his support of the airport.
4. 2021 Profit/Loss Report and 2022 Budget Review
  - a. Steve gave an overview of the final profit and loss from 2021 and reviewed the projected budget for 2022. Steve will send final report to Board.
5. Minimum Standards Revisions Review presented by Richard Peterson-Cremer
  - a. Regarding insurance, City staff have consulted with the City's insurance carriers, Colorado Intergovernmental Risk Sharing Agency (CIRSA) and Assured Partners Aviation (APA) regarding types and amounts of insurance required.
  - b. APA noted several types of insurance that are necessary for various users to procure, including automobile, hangar keepers, and pollution coverage, and provided the Colorado Springs insurance chart as a helpful example. The take-home message from APA was that every user based at the airport must have insurance.
  - c. The board questioned the limits of the vehicle insurance requirements and how the City planned to enforce the requirements.
  - d. Joel and other members of the board thanked Meredith and Richard for their work on the insurance requirements.
  - e. Questions about storage of non-aviation items in hangars. Discussion on use of hangars and what should be stored as well as how it will be managed and enforced.
    - i. The intent is to keep the airport safe and the use effective.
    - ii. The point was made by Dave that the standard concerning storage is in line with the leases.
    - iii. The Airport Manager should have the final say on what is pertinent to aviation use and may grant a variance.
  - f. The new minimum standards will be sent out with the invoices for 2022 tie down fees.
  - g. Motion by Stephanie to approve the Minimum Standards excluding Exhibit A. Second by Joel. All in Favor. None Opposed
6. Listening Session Discussion
  - a. The listening session is scheduled for 5:30-8:30 p.m., Feb. 24, at Sopris Elementary School.

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- b. Terri gave a brief overview of how the listening session will be conducted.
  - c. We are wanting the public's opinion on the 5 runway configurations.
    - i. Runway in current location, including tunnel for South Bridge
    - ii. Shift runway to the north, shorten by 43 feet, no tunnel
    - iii. Shorten the runway by 240 feet, heli pad maintained, no tunnel
    - iv. Illuminate the runway, heli' pad maintained and other space for other things, no tunnel
    - v. Lengthen runway; expanded aviation, extend runway North 120 feet, with South Bridge Tunnel
  - d. The airspace study was for VFR conditions only. The intent of the Airspace study was to identify potential obstructions that may impact the utility of conceptual runway configurations and inform the City's consideration of potential alternatives to the existing runway configuration. The surfaces analyzed include:
    - i. 15:1 Threshold Siting Surface (14 and 32 Runway Ends)
    - ii. Approach end of runways expected to serve small airplanes with approach speeds of 50 knots or less. (Visual approaches Only Day/Night)
    - iii. 20:1 Threshold Siting Surface (14 and 32 Runway Ends)
    - iv. Approach end of runways expected to serve small airplanes with approach speeds of 50 knots or more. (Visual approaches Only Day/Night)
    - v. Part 77 Transitional/Approach Surfaces
      - 1. Part 77 provides the general guidance for assisting localities in the development of land use regulations and in turn the notification requirements for structures within those defined areas. There is no requirement to remove the obstructions identified within these surfaces, rather Airports must rely on local zoning codes to protect potential hazards to navigation and these surfaces provide guidance in the development of those codes.
    - vi. For Utility Runways (constructed for and intended to be used regularly by propeller driven aircraft of 12,500 pounds maximum gross weight and less) having only visual approaches.
7. Early Planning for Airport Expo
- a. The airport may be under construction for the fueling system. If the airport is under construction, we may not be able to have an expo this year.
8. Manager's Report
- a. Fueling Station Location and Timing
    - i. Close to the final design.
    - ii. Waiting on Garver for their final proposal.
    - iii. Mascott has ordered the tanks, however, we need to have the final signed design delivered to Scott to be put in the queue for fabrication. Once that is complete then we are looking at 14-16 weeks out.
  - b. Airport Layout Plan Meeting on March 10<sup>th</sup> Reminder
    - i. Please come prepared with what do you want to see GWS Airport look like in the future.
  - c. Young Eagles
    - i. Meredith would like to have a Young Eagles Day this year. She is working on identifying a good date.
    - ii. Insurance thru EAA needs to be filed one month before the event date.
  - d. Possibility of Airport Manager Position becoming Full-Time
    - i. Brian will have this item added to next month's agenda.
9. March Agenda Items
- a. FT Airport Manager
10. Adjourn at 9:00am.

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