

**City of Glenwood Springs
Airport Commission Minutes**

May 20, 2021; 7:30 to 8:30 a.m.
Via Zoom

Call to Order at 7:32am

1. Roll Call

- a. Commissioners: Richard Backe, David Merritt, Alan Arnold, Sean Thomas, Stephanie Stanfield
- b. City Council: Jonathan Godes
- c. Staff: Terri Partch, Steve Boyd, Cristi Newton, Brian Smith, Karstin Moser, Pat Miller, Matt Kraemer

2. Approval of April 2021 Meeting Minutes

- a. Alan Arnold moves to approve, Richard Backe seconds. All in favor, so moved.

3. South Bridge Runway Paint Markings

- a. Commission would like any markings to conform with FAA standards.

4. Open House Planning Progress

- a. Proposed date is September 4th from 7am – 2pm with last flight around 11:30am, weather dependent.
- b. Suggesting pre-registration for flights.
 - i. City attorney reviewing liability for plane rides.
- c. Two bands are interested in performing for the event and multiple food trucks are interested in attending.
- d. Volunteer outreach has begun.
- e. Contacted Sopris Elementary for use of their parking lot and they are onboard.
- f. Bus shuttles have also been contacted and are interested.

5. Proposed Fee Schedule

- a. Changing the fees to a square footage rate for land leases would lower the fees for about 5 hangers; however, it would increase the land lease revenue overall by about 30%.
- b. Changes to fees would take effect for existing agreements as they come up for renewal.
- c. For helicopter and tanker overnight fees, fee would be applied to each unit.
 - i. City to look into fees charged to Forest Service last year for the days the airport was not closed for exclusive use and also the fee charged to the helicopter operation that performed work on the water access in Glenwood Canyon.
- d. Alan to serve as liaison for the commission on City meetings about fees.

6. Fuel Pedestal Replacement Update

- a. Electrical conduit and trench complete.
- b. Old pedestal removal 6/7, new pedestal installed for 6/8.
- c. Price gauge parts ordered for flow unit and will be installed when new pedestal is installed.
- d. Sump pump replacement in 100LL to take place in the fall.

7. PAPI Lights Replacement

- a. Replacement completed.
- b. Need confirmation that the lights are turning off at night.

8. Airport Manager Posting Update

- a. Had 3 applicants; 1 withdrew and 1 was not qualified. The last applicant would not be available until July.
- b. Posting has been extended to 5/28 and has been shared through multiple avenues.
- c. Dave will sit in on interviews again.
- d. Considering conducting second round interviews on-site.

e. Position is still posted as part-time.

9. June Agenda Items

a. Fee Schedule

b. Lease Renewals

10. Adjourn at 8:48am.