

# Glenwood Springs City Airport Board Regular Monthly Meeting Minutes



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## 7:30am Thursday, August 18, 2022 Community Center – Sopris A Room

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1. Roll Call
  - a. Board: Dave Merritt, Sean Thomas, Joel Shute, Alan Arnold, Stephanie Stanfield, Joe Mueller
  - b. City Council: Paula Stepp
  - c. Staff: Cristi Newton, Brian Smith, Meredith Fox
  - d. Guests: Gregg Rippy, Tom Heuer
2. Approval of July Meeting Minutes
  - a. Motion to approve July Minutes by Sean, second by Stephanie. All in favor, none opposed.
3. Public Comment:
  - a. None
4. Review of 2023 Revised Draft Lease
  - a. Revisions from July's Airport Board meeting.
    - i. 20-year term, with 10-year renewal
    - ii. Option for hanger owner to remove hanger at termination of lease.
    - iii. Change late fee from \$500 to \$100 per month, up to \$500, subject to termination after that point.
    - iv. Added "good faith effort" to Sec. 5(a) regarding required repairs in sentence 4.
    - v. Removed requirement to pay whether or not invoice is sent.
    - vi. Moved snow removal responsibility out to ten feet from hangar from six feet.
    - vii. Added reference to the Minimum Standards.
  - b. **Stephanie made the motion to recommend the lease draft be approved and implemented by Council in 2023 as written. Joel second. All in favor, none opposed.**
  - c. Gregg Rippy asked if staff would be agreeable to moving the Sopris Condo Lease to the new lease when their current term expires. Staff are agreeable to this. Gregg will be taking over as the manager of these leases moving forward.
5. Mid-Year Budget Review
  - a. Steve Boyd presented the proposed 2023 budget revenue projections and expenditures.

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### 6. 2023 Proposed Airport Fees

#### a. Discussion on the 2023 proposed Airport Fee Schedule

	2023 Fee
Annual Hangar Land Lease	\$0.57/sqft
Annual Tie Down Fee	\$725.00 per plane
Annual Airport User Fee	\$650.00 per plane
Monthly Tie Down Fee	\$100.00 per plane
Nightly Tie Down Fee	\$10.00 per plane
Commercial Refueler/Trailer/Heli Monthly Parking	\$400.00 per vehicle
Commercial Refueler/Trailer/Heli Nightly Parking	\$50.00 per vehicle
Late Fee	\$50.00
Jet A Fuel	see AirNav for current price
100LL	see AirNav for current price

- b. Alan felt that the \$.57/sqft land lease amount was something that should be negotiated with each lease. Other board members explained that the purpose of the new leases was to standardize everything. The new structure of a per square foot versus the current structure of per plane would be fair to all.
- c. Question was asked, what percentage increase the new per square foot structure would yield. Meredith explained that some land leases would increase while others would decrease resulting in a little over \$9,000 total increase in lease revenues for 2023.
- d. **Stephanie made the motion to recommend the proposed 2023 Airport Fee Structure be approved and implemented as written by Council beginning January 1, 2023. Sean second. All in Favor, none opposed.**

### 7. Managers' Report

- a. July's fuel sales were \$24,132.
- b. Motor in pump on Jet A Tank has gone bad, only fuel into Classic Truck. R&A came out yesterday, they think the motor is bad. \$1,500 for labor and parts.
- c. Wildlife Surveys are complete. Waiting on the final report.
- d. Fueling Station Updates
  - i. Grand River has been awarded the asphalt project.
  - ii. Steele will be awarded the pads, power, and QTPOD hook up with the fence.
  - iii. City is installing the transformer.
  - iv. Waiting on final structural design and easement for the fueling station, then power and transformers can be installed.
  - v. Mascott and Meredith will be meeting next week to finalize timeline.
- e. Thank you to Gregg Rippey & the Friends of the Airport for their generous donations that are going to allow us to complete the Fueling Station project.

### 8. September Agenda Items

### 9. Adjourn at 8:36am