

Glenwood Springs City Airport Commission Regular Monthly Meeting Minutes



7:30am Thursday, August 19, 2021
Glenwood Springs Municipal Airport
Hangar E1

1. Roll Call:
 - a. Commissioners: Richard Backe, David Merritt, Alan Arnold, Sean Thomas, Joel Shute, Stephanie Stanfield
 - b. City Council: Jonathon Godes
 - c. Staff: Cristi Newton, Brian Smith, Meredith Fox
 - d. Guests: Greg Rippy, Tom Heuer
2. Approval of July Meeting Minutes:
 - a. Change date on minutes from June date to July. Verify Jet A fuel expenses.
 - b. Motion to approve by Richard, second by Joel. All approved, none opposed. Motion passed.
3. Meredith Fox, Airport Manager, Introduction
 - a. Introduction of Meredith
 - i. Her goal is to keep open communication with everyone and making the airport the best it can be.
4. Aviation Expo
 - a. Still looking for static displays if anyone has contacts, please send them to Meredith.
 - b. RC planes display will be at the expo and will do a demonstration
 - c. There will be kids activities and giveaways including bounce houses, bubble/foam pit.
 - d. A volunteer sign up list has been sent out. Shuttle drivers must be 18 and City employees as the City will be providing the vans to shuttle people to and from

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the Elementary school.

- e. There will be no airplane or helicopter rides this year. Due to this Alan suggested the time of the event be moved back to start at 8am. Meredith will consider this.
- f. Set up will begin on Friday afternoon. Meredith will send out a calendar invite to everyone with the time.
- g. Tom Heuer brought a proof copy of a poster he had a friend do. He will send the file to Meredith so that posters can be made.

5. 2022 Budget Discussion

- a. Provided those present with the preliminary 2022 budget.
- b. Reviewed Capital Projects wish list
 - i. CDOT Grant will be used to help do taxiway and apron repairs. Greg suggested speaking to Steve Carver about having the Friends help cover the City's portion of the taxiway/apron repair in 2022.
 - ii. Discussion on taxiway work that Classic agreed to pay for. Greg and Tom will talk to Classic and see if they would like to move forward with the work and if they can get it completed this year.
- c. Request from Richard that staff do quarterly budget reviews with the Commission. Brian agreed to provide year to date reports on a quarterly basis.
- d. Draft of new lease agreements was provided to members for their review. Leases will be the primary focus of the September meeting and include further discussion about the leases and any suggestions or comments from Commission members. Two items to note that are not included in the drafts are fees and terms, both items will be set and approved by council.

6. Wildlife Assessment

- a. Jonathan Matthews who is a Wildlife Biologist for USDA APHIS Wildlife Services will be completing the assessment. An initial onsite meeting is scheduled for September 8th.
- b. Alan and Joel volunteered to be available to meet with Jonathan Mathews and assist with the project.
- c. The cost of the assessment will be covered by CDOT.
- d. The assessment will take approximately 12 months. Jonathan will be doing

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regular surveys of the airport and any areas surrounding the airport that could effect wildlife on the grounds. He will be onsite a couple days per month.

- e. Final report will include a report outlining airport, wildlife classifications (raptor, mammals, etc.) charts of what we've seen % of birds/animals, recommendations for available wildlife techniques, and a Wildlife Management Plan.
7. Pavement Assessment Walk Through
 - a. Postponed due to rain
 8. Jet A Tank assessment
 - a. Postponed due to rain
 9. September Agenda Items
 - a. Leases
 - b. Expo Recap
 - c. Managers' Report
 - d. Capital Projects
 - e. Update of Wildlife Assessment