

Glenwood Springs City Airport Commission Regular Monthly Meeting Minutes



7:30am Thursday, September 16, 2021 Glenwood Springs Community Center Red Mountain Room

1. Roll Call
 - a. Commissioners: David Merritt, Alan Arnold, Sean Thomas, Richard Backe, Stephanie Stanfield
 - b. Staff: Cristi Newton, Brian Smith
 - c. Guests: Greg Rippy
2. Approval of August Meeting Minutes
 - a. Motion to approve by Sean second by Alan. All approved, none opposed. Motion passed.
3. Public Comment
 - a. Greg Rippy: Concrete work will begin September 27th for the Classic Air Helipad. Greg will speak to Meredith and get a NOTAM issued for the taxiways during the work.
4. Leases
 - a. Current lease rates will be honored for 2021 and invoices are scheduled to be sent out next week. Checks that have already been sent and received by finance will be deposited.
 - b. Review of new ground lease. Some comments and suggestions included,
 - i. Suggestion by commission to change 5-year term to a 10- or 20-year term with a 10-year extension option.
 - ii. The commission requested that the phrase “whether or not Lessee receives a bill” be removed from section 3.
 - iii. Suggestion by commission to change late fee from \$500 to \$100 per month up to a maximum of \$500 in section 3.
 - iv. In section 5a, revise sentence 4 to include “a good faith effort”
 - v. Alan voiced concerns over section 22 “Indemnity and Force Majeure”
5. Aviation Expo Recap
 - a. Expo was very successful. Meredith did an excellent job.
 - b. Van drivers were great. People were very happy with the wait times and ability to easily get to and from expo. One suggestion would be to remove the back seat to accommodate strollers.
 - c. The ROTC group was extremely helpful and should be invited every year.
 - d. Goat heads were an issue and will need to be addressed for next year.
 - e. Info booth: water bottles and volunteer snacks, printed event program/activities on display, keep info sign-up sheet, add event layout event (what is where).

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- f. Add a water station and more bike racks.
 - g. Need for additional food vendors next year as well as more static displays.
 - h. The impromptu air show was as good as the plane rides. Request pilots do this same thing again next year.
6. Update of Wildlife Assessment
- a. Met with Jonathon with the USDA at the airport and did an initial walk through.
 - b. Assessment will start this fall. More information and dates will be provided after contract has been finalized.
 - c. Meredith will be collecting wildlife activity from pilots and airport users. Any wildlife sightings can be reported to her. She is specifically looking for Who/What/When/Where for wildlife tracking especially in evening hours.
7. 2022 Budget Discussion
- a. Review of 2022 proposed budget. Budget reviews will be done with the commission quarterly with the next review to be done in January.
 - b. Request from Alan to provide a breakdown of LL vs Jet A fuel sales. Cristi agreed to provide this to the commission at the October meeting.
8. Capital Projects
- a. Review of 2022 and future capital projects.
 - b. Projects that are going to be included in the 2022 budget are the Unicom system and the Jet A fuel farm upgrade.
9. Airport Managers Report
- a. The work on the LL tank is complete and fuel system is back online. Concrete still needs a couple days to cure but foot traffic is okay.
10. October Agenda Items
- a. Agenda request may be sent to Dave for October agenda.
11. Adjourn at 8:55am.