

AIRPORT ADVISORY BOARD MEETING
Fremont County Airport
March 6, 2014
7:00 am

Members Present: John Marietta, Chairman; Leonard Mino; Duane Cozadd; Tom Schief; Greg Tabuteau; Jim Woolworth

Members Absent: Jay Seavy

Other Officials Present: Commissioner, Ed Norden; Commissioner, Tim Payne; County Manager, George Sugars; County Engineer, Don Moore; Airport Manager, Richard Baker

Others Present: John Emmerling; Wesley Brandt; Hans Miesler, Matt Clark, Skip Moreau, John Mahan, Kendra Boysen

The meeting was called to order at 7:00 a.m. by Chairman John Marietta.

Everyone was welcomed. There were no new guests to be introduced.

By Motion and Unanimous Consent the minutes of the December 5, 2013 Advisory Board meeting and the minutes of the January 22, 2014 Workshop meeting were approved as published.

Commissioners Report by Ed Norden:

- Commissioner Norton gave an update on the airport signage regulation. He indicated that it is being finalized by the County Attorney, Brenda Jackson. The content, distributed at the meeting, is essentially unchanged from previous versions and it will be on the agenda for discussion at the next Commissioners meeting (Tuesday, 3/11/14). Upon approval, the signage regulation will be removed from "Airport Zoning Regulations" and placed in "Airport Rules and Regulations". The regulation will become effective upon adoption but the Board of Commissioners will consider anything currently in use as being "grandfathered in".
- Chairman Marietta stated that the signage issue will be on the agenda for the next Airport Advisory meeting, in June, to insure final Commissioner approval prior to incorporating the change into "Airport Rules and Regulations".

Airport Manager's Report (presented by Richard Baker & Wes Brandt):

- Dick Baker gave a status on the taxiway project. The final inspection has been completed and a few items have to be accomplished to close the project out. Re-stripping needs to be done, additional markers are required and material needs to be added to spots which exceed the edge drop-off limits. A NOTAM will be issued when this work is accomplished but the airport is expected to remain open.
- The taxiway project came in \$103,000 under budget. Some of that money will be requested to by airport management to fund filling cracks in the existing tarmac.
- Fuel sales have been down about 20% for the months of December, January and February (attributed to the weather).

Fremont Economic Development Committee Report:

- FEDC and "Create Canon City" are planning a balloon launch/event at the Abbey on Memorial Day weekend. Chairman Marietta has volunteered his assistance for the event and welcomed any other volunteers who want to assist.

Standing Committee Reports:

Safety and Security (Update by Jim Woolworth):

- Jim Woolworth reviewed recommendations to the Commissioners on suggested security measures to be taken at the Airport. These suggestions were made by the security assessment team during our

assessment in June 2013. Commissioner Norton stated that the commissioners would hold a workshop discussion on these recommendations and let the advisory board know their response.

- One recommendation was to purchase a back-up generator for the Airport. It was noted that the airport has a generator in storage that can serve as a back-up. Dick Baker will investigate what is required to integrate the generator into the airport electrical infrastructure as a back-up.
- One recommendation was to activate reverse 911 calls for airport management. Commissioner Norton noted that getting their phones on the reverse 911 list doesn't necessarily identify them as "airport operations" contacts in the event of an emergency. We need to work with the Sheriff's Dept to establish an "airport user group" for both land line and cell phone reverse 911 calls affecting the airport and it's users. Jim Woolworth will follow-up to pull together a list of people to be included in this group.

Development Report (Update by John Marietta):

- Chairman Marietta inquired about the progress of Planning & Zoning of the County & Airport overlay zone. George Sugars stated that it is moving along. The Planning Center Director has reviewed it and it is now with the County Attorney for review. Armstrong Consulting is being included in the review.

Finance Report:

- None

Operating Procedures:

- None

New Business:

- Discussions between the County and "Skydive Colorado" on leasing a drop zone are moving forward. The County had proposed a 1-year lease at a reduced rate to protect the area for future hanger development but Matt Clark is concerned about the short lease term (He had requested a 5 year lease). Matt also expressed concern about the vague reasons given for "termination of a lease". The short term lease is a problem for securing a business loan from the bank. Matt stated that the bank cut his loan in half due to the short term of the lease. After some discussion the Board and the Commissioners agreed that the lease can be written for a 5 year term at the lower lease rate with a "first right of refusal" clause which would guarantee the lessee the right to retain the lease at a higher "hanger lease" rate if a hanger lease request came along for that same parcel. The lease would also have a "termination clause" that is clear and acceptable to both parties.
- Hans Miesler raised an issue he had with a hanger lease he had recently entered into. He planned to build a 2800 sq ft hanger (footprint), signed a lease at a rate of \$.12/sq ft and received assurances from the County Commissioners that it would be approved following County Attorney review. With that assurance he entered into a contract with the hanger supplier on 1/28/14. Subsequently, the Attorney modified the sq footage to include a 5 ft easement around the building (effectively raising the total sq footage and the lease fee by 42%). Hans felt the change made after he signed the lease was unjust. After some discussion, the board and the commissioners agreed to relieve Hans of the additional charge for the 5 ft easement and they resolved to standardize the easement terms of the lease for future leases.

Old Business:

- Greg Tabuteau proposed that we plan to solicit donations at this year's airshow to help offset the expense. A discussion on the expenses of an airshow followed but no specific vote was taken to follow-up on Greg's proposal as yet.

Minutes taken by Jim Woolworth

There being no further subjects for discussion, Chairman John Marietta adjourned the meeting at 8:08 a.m.

