

AIRPORT ADVISORY BOARD AIRSHOW WORKSHOP
Fremont County Airport
September 17, 2014
10:00 am

Members Present: John Marietta, Chairman; Leonard Mino; Jay Seavy; Jim Woolworth

Members Absent: Tom Schielf, Greg Tabuteau, Duane Cozadd

Other Officials Present: Airport Manager, Richard Baker

Others Present: John Emmerling; Hans Miesler, Bev Giffin, Jon Fredericks, Ron Davidson, Jim Aultman, Larry Guy, Jim Pinkerton, Nick Bellino, Cort Stevens, Tom VanAcker, Tom Keithley, George Rosel

The meeting was called to order at 10:00 a.m. by Chairman John Marietta.

Chairman Marietta welcomed everyone and thanked all attendees for an excellent turnout.

The purpose of this meeting was to review all tasks to be accomplished in support of the September 27th airshow and assign them to specific volunteers.

Chairman Marietta asked all volunteers present to be sure that their names were on the list of volunteers to be supplied to the insurance carrier thereby insuring they will be covered for the event.

Discussion:

- **Set-up:**
 - Barriers: 1500 ft of steel barrier is available to separate the movement area from the non-movement areas and separate the crowd from the show line. Preparations for barrier set-up will start on Wednesday/Thursday (24th/25th) in the south off-ramp areas. Ramp area barriers will be set up early Saturday morning. Smaller, light-weight barrier will be used on the east ramp to separate the static display area from A2 taxiway (to facilitate moving display aircraft in and out of the area). Yellow fence will be used to separate the west ramp (movement area) from the show line. **Wes Brandt has lead responsibility for barricade placement. Any available volunteers were asked to report to the airport 1:00pm on Thursday to help with barrier set-up. Volunteers are also required at 6:00am Saturday morning to place barriers on the ramp areas.**
 - Tables & Chairs for Breakfast: **Any available volunteers were asked to report to the airport 1:00pm on Friday to help with cleaning/placement of tables & chairs for the breakfast.**
- **Vendors:** There will be four business vendors set up on the ramp in area "J" (Honor Flight, Penrose VFW, FEDC and Royal George Networking) and three food vendors set up in area "D" (Jump Start Java, Jess's Best Barbeque and A&K Scoops Ice Cream). **10' by 10' plots in each area need to be marked off on Friday afternoon by volunteers for these vendors.** Jim Woolworth will confirm locations and attendance with all vendors the week of 9/22/14. John Marietta will coordinate placement of arriving vendors and fee collect from the food vendors (\$25 ea).
- **Airboss:** George Rosel will be the Airboss. His safety briefing will be conducted at 9:00am on Saturday, 9/27/14. His station, an elevated platform with table and chairs, will be placed at show center adjacent to the jet tank. A NOTAM advising of the field closure will be published by airport staff 3 days prior to the airshow. The runway will have lighted "X's" placed on both ends prior to the waived airspace timeframe (**Responsibility: Wes Brandt - two people required**).
- **Airshow Communication:** Communication between key areas during the air show will be accomplished with hand held radios. There are three key areas: the **Airboss (George Rosel)**, the staging area where the performers are staging (**Staging Boss – Nick Bellino**) and the static display area (non-movement area of the ramp (**Ramp Boss – John Emmerling**)).
- **Static Displays:** All static display aircraft/cars are asked to be in place no later than 8:00am. Aircraft and vintage cars will be placed on display in the non-movement (east) area of the ramp. Tentatively there are 14 local aircraft, 8 warbirds and approximately 30 vintage cars to display. (cars will be intermixed with the randomly placed light aircraft). All cars/airplanes in the display area must be spotted by volunteers during

placement to avoid unintended contacts between each other. Volunteers shall monitor and secure display aircraft and insure aircraft are “looked at but not touched”. Signs to that affect will be made and placed on display aircraft. No light aircraft engines will be operated in this area. Aircraft will be pushed in and out of the area. Several volunteers are required in this area. **All volunteers wishing to work in this area should report to John Emmerling (Ramp Boss)**. Large display aircraft and warbirds will be separated from light aircraft/cars by cone barriers. If they require engines running to move, marshalls must clear the crowd (at least 50 ft) from the area until aircraft is moved in or out of the area. Wing walkers and ground guides must accompany the moving aircraft.

- **Aircraft Marshalling: Under the responsibility of Nick Bellino as Staging Boss.** Nick will select a number of volunteers to assist in marshalling transient aircraft in and out of the movement area. Tom VanAcker will assist in directing landing aircraft to the appropriate parking area prior to waived airspace. Aircraft going to static display will be directed to taxiway A2 and the “display” area, aircraft intending to park will be directed to taxiway A3 and the “movement” area.
- **PA System: Lisa will set up system. Ed Norton will be our announcer. Jim Woolworth is preparing a book of talking points** on performers, aircraft, sponsors, vendors, etc. for Ed’s narrative. Announcer stand will be set up in front of the airport office.
- **Bottled Water:** Stock tank will be set up adjacent to the main gate. Bottled water will be iced in the tank. Airport staff to procure the ice on Saturday morning. **Gail Claremont will sell the water. Andrew McCormick will assist with water sales.** John Emmerling is preparing sign for tank (Bottled Water - \$1:00). Dick Baker will provide a small cash “bank” to start sales with.
- **Raffle Items:** Raffle is being changed to a silent auction. Auction items will be placed on display in the breakfast hanger (#14) on Saturday morning. A 50/50 raffle will also be conducted. A cash drawer will also be required to sell 50/50 tickets. John Marietta will act as treasurer for the raffle and set up the cash drawers. **Larry Guy and Bev Giffen will sell tickets** at a nominal price of \$1.00 each, 6 for \$5.00, 12 for \$10.00. Silent auctions sheets are required. Auction results and the 50/50 drawing will be done at the announcer stand immediately after the airshow.
- **Auto Parking:** Available parking areas in the industrial park on the approach to the main gate were discussed. Several business outside the gate have given permission for public parking in their lots. Spots for handicapped parking are being designated near the main gate. CAP cadets will be directing cars to their parking spots. **Bryce Nelson is the primary coordinator for all vehicle parking.** All volunteers are being asked to park their vehicles in the parking lot in the vicinity of Jay Seavy’s hanger.
- **Gate Donations:** John Emmerling offered a person to take donations at the main gate and take attendance with a “clicker”.
- **Emergency Equipment:** The Canon City Fire truck with firemen/EMTs will be in place at 9:00am. They will be positioned near taxiway A3 outside of 1000 ft from the show line.
- **Balloons:** Balloons must be inflated and tied with string on Saturday morning. They must be then “contained” until distributing to the kids. **Three volunteers to do this are Pam Marietta, Jane LeDoux and Barb Woolworth.**
- **Pedal Plane rides:** Two pedal planes will be set up in hanger #15 for small children to ride. **Carol Pinkerton will volunteer to supervise** these low flying aviators.
- **Signage:** A number of signs will be required for different areas. The airport will supply foam board and markers. Volunteers are required to create specific signs on request.
- **RC Model Aircraft:** RC Modelers will set up an RC aircraft display in front of the business vendors (area “J”) on the display ramp.

Saturday morning show time for all volunteers who are not already here for a specific task is 7:00am to 8:00am

There being no further subjects for discussion, Chairman John Marietta adjourned the meeting at 11:20 am.

Minutes taken by Jim Woolworth