

AIRPORT ADVISORY BOARD MEETING
Fremont County Airport
December 2, 2015
7:00 am

Members Present: John Marietta; Leonard Mino; Jack Slagle; Rich LeDoux; Bruce Claremont; Jim Woolworth

Members Absent: Tom Schielf

Other Officials Present: County Commissioner, Ed Norden; Airport Manager, Richard Baker

Others Present: Ryan Pritchett (Armstrong Consultants), Hans Miesler; Molly Thoreson

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

By Motion and Unanimous Consent the minutes of the September 2, 2015 Advisory Board Meeting were approved

Commissioners' Report by Ed Norden

- Commissioner Norden announced that Airport Management and the County are in discussions with Joe Lobiondo, Colorado State Fire Prevention and Control, on lease arrangements at the Airport. The State is keeping a brush truck in Hanger #4 and a storage lease covering the term November 15, 2015 thru May 1, 2016 has been developed. State approval of the lease agreement is required and the state expects conformance to their standard "state template" lease agreements. . The lease proposal, which varies slightly from state template due to the type of lease ("storage" vs "office"), has been presented to Joe for State consideration.
- Negotiations are also underway for a 5-year lease of a parcel of land next to Hangar #4 for construction of a permanent modular fire control operations office for helicopter operations. Potential lease revenue for this parcel would \$1800/month. The County is exploring their cost of upgrading the infrastructure (supplying water, electric and septic to this site). The state would be responsible for the cost of the building.
- This arrangement would establish Fremont County as one of four state fire bases and is considered an important stepping stone to establishing a larger presence of the state agency at the field.
- Most board members were not aware that lease discussions with the State fire service were in progress. Len Mino requested that, in the future, board members be "brought in the loop" on such discussions before board meetings.
- Commissioner Norden announced that Sonny Bryant will be the new County Manager, replacing George Sugars after George retires. The change becomes effective April 1st, 2016.

Airport Manager's Report by Richard Baker

- A grant application will be submitted this week for a 2016 Wildlife Fencing project at the airport. The project will complete perimeter fencing around the south and east sides of the airport. The application requests a \$306,000 grant from Federal Airport Improvement Funds to be matched by \$17,000 in State funds and \$17,000 from County funds.
- Fence routing, discussed in a previous meeting, has been revised to reduce project cost. The fence will not cross the creek on the east side of the field.
- One member noted that airport access security gates are being left open overnight and they should be closed. Those who require entry know the code.
- A Capital Improvement Plan worksheet was distributed. The plan shows slated runway and taxiway maintenance projects out thru 2019. There are no new construction projects planned thru this period.

Fremont Economic Development Committee Report by John Marietta

- Chairman Marietta stated there has been little visible progress on FEDC's long standing plans for commercial develop at Hwy 67/Hwy 50 (Development of a water park, truck stop and hotel have been discussed in this area).

- The City of Florence has completed an annexation of all Hwy 67 frontage property from the city to north of Hwy 50 (except the Airport and Industrial Park).

Standing Committee Reports

Chairman Marietta thanked departing board members Duane Cozadd and Greg Tabuteau for their service on the board and their leadership on standing committees (Duane chaired the Safety committee and Greg chaired the Development committee).

Safety Report

- The group discussed the circumstances surrounding a recent skydiver accident (fatality) at the field.

Security Report

- Revision #2 to the Airport Security Plan was submitted to the Board for discussion and approval. The revision changed the order of Emergency Phone Number listings for emergency responders to airport emergencies.

By Motion and Unanimous Consent the board voted to approve Revision #2 (December 2015) of the Security Plan. The plan will now be forwarded to the Commissioners for their review and approval.

- Security signage is required to be posted at perimeter locations around the airport (per Airport Security Plan). These are signs to focus tenants on security awareness such as “Airport Watch” in effect, “If you see something, say something”, phone numbers to report suspicious activity, etc. We committed to have these signs up last summer. We need to get this done.
- Airport employees need to get “NIMS” training (National Incident Management System). This was a recommendation from our last airport security assessment. Training can be accomplished on-line by arrangement thru the Office of Emergency Management.

Development Report

- State Fire Division hanger discussions have been previously discussed
- Jack Slagle suggested there may be an opportunity for Fremont County to be involved in UAV high altitude testing, specifically large UAVs being developed by government contractors for military use. Contractors are finding that bases of UAV operation with access to military users, for the purpose of integration testing, are difficult to find. The FAA’s interest in regulating drone operations in the US will likely make the search for suitable locations even more difficult. Fremont County Airport could be an attractive test location for these contractors if we had an FAA approved corridor for UAV operations from 1V6 to R-2601, where the Army would conduct UAV testing. All agreed that this is something that deserved further investigation.

Finance Report

- No report.

Operating Procedures

- Revision #1 to Airport Rules and Regulations was submitted to the board for discussion and approval. This revision adds rules for posted signage at the airfield. These rules were developed by the commissioners a year ago for inclusion to this regulation.

By Motion and Unanimous Consent the board voted to approve Revision #1 (December 2015) to Airport “Rules and Regulations”. The document will now be forwarded to the Commissioners for their review and approval.

- The issue of leasing landing zones to all skydiving operations is still open. To date, Matt Clark (Skydive Colorado) has a lease on the north landing zone. Skip Moreau (Royal Gorge Skydiving, High Sky Adventures) has not leased a landing zone. He is waiting for a lease proposal from the County Attorney. It

has been previously agreed that the existing landing zone lease (Matt Clark's) will be the pro-forma for all future landing zone leases (same area, same lease fee, same lease requirements, different only by the designated landing zone – "North, Middle or South"). To close this issue the lease proposal needs to be presented to Skip Moreau by the County. Chairman Marietta will discuss this action with Commissioner Norden.

New Business

- Molly Thoreson, operator of the Indian Springs Campground, discussed her interest in potentially opening and operating a restaurant at the airport. She stated she would need assistance from the airport to gather data to generate a business case for the enterprise and see if the venture could be operated profitably. If so, she would plan to submit a lease request for building #10 and surrounding patio to operate the business from. Improvements would have to be made to bring the building up to County health standards for commercial food service. She suggested restaurant operations could be seasonal depending on projected activity at the airport and available clientele.
- Ed Norden asked Ms. Thoreson to put a proposal for the business in writing including her short and long term vision and plan for operations. He stated the County has an interest in having a restaurant at the airport and could be flexible on covering improvement costs and establishing lease arrangements depending on the plan submitted,

Re-election of Officers

- Board Operating Rules call for re-election of board officers every two years. Currently, positions are held as follows: Chairman – John Marietta; Vice Chairman – Leonard Mino; Secretary – James Woolworth. Discussion followed on interest of any other board members in assuming one of these positions. No other interest was expressed and a proposal was made to carry current officers in to the next cycle. Chairman Marietta disclosed that he is running for County Commissioner, District 3 in the next election cycle and, if elected, he would have to resign the Chairman's position due to conflict of interest.

By Motion and Unanimous Consent the board voted to re-elect John Marietta as Chairman; Leonard Mino as Vice Chairman and James Woolworth as Secretary for the next two years.

- Nominations for Chairman of the various Standing Committees were then discussed.
- **Jack Slagle was nominated to be Chairman of the Development Committee**
- Discussion on the remaining committees was tabled until the March meeting to give new members a chance to become familiar with the roles of those committees. A copy of "Operating Rules" will be sent to all members for that purpose.

Old Business

Airshow

- Planning for an Airshow next year and solicitation for sponsors needs to start now if we are going to put on an Airshow. Armstrong Consultants has committed \$3500 to an event next year. No word yet from our big sponsor Royal Gorge Route Railroad. Oversights in advertising and recognizing our sponsors at this year's event were discussed that could put these sponsorships at risk. Ryan Pritchett suggested that checklists be developed from after action reports to avoid oversights in the future.
- A meeting was set for Wednesday, Jan 6, 2016 at 5:00pm to discuss if there will be an airshow next year and, if so, what must be done to make that happen.

There being no further items for discussion the meeting was adjourned at 8:40 am.

Minutes submitted by Jim Woolworth

