

AIRPORT ADVISORY BOARD MEETING
Fremont County Airport
December 3, 2014, 2014
7:00 am

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

Members Absent: None

Other Officials Present: Commissioner, Ed Norden; Airport Manager, Richard Baker; Asst. Airport Manager, Wes Brandt; Manager, Fremont County OEM, Steve Morrissey; President – Armstrong Consultants, Dennis Corsi

Others Present: John Emmerling; Hans Miesler, Skip Moreau; Jason Dawson

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

- New Board member, Jack Slagle, was introduced. Jack recently retired after working 17 years as a Business Analyst and Program Manager for L3 Communications Integrated Defense Systems. Prior to that Jack spent 26 years in the U.S. Air Force, retiring as a Colonel. Jack is a pilot with over 11,000 hours flying time and a Vietnam veteran.
- Dennis Corsi, President, Armstrong Consultants, was introduced.
- Steve Morrissey, Manager, Fremont County Office of Emergency Management, was introduced.

By Motion and Unanimous Consent the minutes of the September 4, 2014 Advisory Board meeting were approved.

Commissioners' Report by Ed Norden

- Commissioner Norden welcomed Jack Slagle to the Advisory Board
- Commissioner Norden thanked Airport Manager, Dick Baker, Armstrong Consultants, as a sponsor, and all who supported the 2014 Airshow, saying it's rare to get feedback on events like that, but he had plenty of positive feedback from numerous people.
- Commissioner Norden reported that the Airport Overlay Zone has been adopted. Chairman Marietta suggested that processing Form 7460-1, which addresses obstacle height restrictions, be included in the Planning and Zoning procedures for constructions that are proposed under the Airport Overlay Zone hence forth. Armstrong Consultants will supply the Form reference to Ed Norden for follow-up.

Airport Manager's Report by Richard Baker

- Dick Baker attended a meeting of The State Aeronautics Board on November 19. The Board is projecting a shortfall in funding for the next few years due to reduced fuel sales and to the falling price of crude oil and aviation fuel. State grant money, typically around \$18 million/year for the past several years, available for Federal grant matching, is projected to fall to around \$3 million/year, statewide.
- Dick has volunteered the Fremont County Airport to participate in an 18 month state sustainability project which will explore means to sustain and enhance the viability of each GA airport across CO by conserving resources and achieving greater operational efficiency, and working with the community to jointly promote economic development, physical stewardship and social responsibility.
- There are no major projects planned at the Airport for the next couple of years. The County will have to help with ramp/taxiway/runway maintenance in view of projected shortfall in state funding. The taxiway project has been signed off however crack issues remain for which final payment is being withheld pending final resolution.

Armstrong Consultants Report by Dennis Corsi

- Taxiway project came in ahead of schedule and under budget. Final inspection was passed with a few minor discrepancies which were promptly addressed. After final inspection, cracks developed in the asphalt which the contractor has been slow to respond to. The final retainage is being held until the crack issues are resolved.

- Under the Airport Improvement Program the airport is entitled to \$150,000/year for improvement projects. Fremont County has accrued a couple of years entitlement under this program. This entitlement was part of a 4 year “AIP” program approved by Congress thru 2015. After that the program runs out unless it is extended by Congress. Next year Congress must pass a new FAA appropriations bill. The Presidents’ budget is calling for a reduction in AIP funding from \$3.35 bill to \$2.9 bill offset by an increase in passenger facility charge (passenger ticket tax) from \$3 to \$7. If Federal AIP funding, however, drops below \$3.2 bill the \$150 K entitlement to airports will be discontinued.
- As a result of recent legislation, AIP funds can be used for revenue producing projects, such as hangers. If AIP funds are used for revenue producing projects, Capital Improvement funds will be withheld for three years after that (to insure that funds are spent on runways and other safety related projects before revenue generating projects).
- 2015 will see a small pavement apron and taxiway maintenance project (under \$50k) completed with Federal funds and a small local match.
- 2016 will be a small project to add wildlife perimeter fencing and do maintenance on the main runway surface.
- Updated figures for a new Airport Terminal Building/Hangar were presented. With the objective being constructing a hangar large enough to house a G-505 type jet, or a Single Engine Air Tanker or one of the large helicopters that are common to test programs, a hangar 100’ by 110’ with a 100’ by 28’ door would accommodate these aircraft (minimum acceptable to the group). The estimated total cost of such a hangar is \$0.94 mill. To upgrade the hangar size to 110’ by 120’ and add 2000 sq ft of furnished office space to total cost is estimated to be \$1.34 mill (preferred by the group). Potential business for this hangar would be business jets flying to the ski areas that have to RON at other fields, Single Engine Air Tankers that need a hangar for maintenance, weather shelter or winter housing and Helicopters on test programs that need a secure and covert shelter.
- Potential funding sources were discussed. Projected revenue streams from a new hangar could be \$50,000/year, conservatively. That’s enough to cash flow \$440,000 worth of state infrastructure bank loans at 2.75% over ten years. An additional \$300,000 to build the hangar, less occupied space, could be available from our AIP accrued bank provided we were willing to do without AIP grant money for five years (three years additional). Dennis was asked three questions: 1. “Does the \$450,000 AIP money (3 years worth) bank for later use by the Airport or if it is lost?”. 2. “If we elect to finance part of the cost thru an SIB loan does this question have to be put before the voters?”. 3. “What is the assessed wildlife risk at the field if we opt to build a hangar and defer the wildlife fencing project?” He will research answers and report back.

Standing Committee Reports

Security Report by Jim Woolworth

- Steve Morrissey, Fremont County Manager of the Office of Emergency Management, attended the meeting to present a proposed protocol for reverse 911 emergency notification to the Airport from the Florence E-center dispatcher. The dispatcher would notify the “Airport Core Group” in the event of an emergency affecting the airport. The Airport Manager, or Assistant Manager, would determine if the alert should be passed on to the “General Airport Notification Group”. If so, the Airport Manager/Asst Manager would send the Florence dispatcher a draft of the message to go out to the General Airport Notification Group. Only the Airport Manager/Asst Manager would have the authority to tell the E-center to send out the second alert to the General Airport group. The dispatcher would, in turn, send the message out to that group.
- It was suggested that the Airport Manager pre-draft messages to cover different scenerios and supply them to the E-center to expedite the process. It was also suggested that the Fremont County Sheriff and the Florence Fire Chief be added to the list of people who could authorize the second alert to the General Airport Group.
- The Airport Security Plan is in the process of an annual review. Jim Woolworth is drafting “revision 1” to the Plan which will be reviewed with the Office of Emergency Management and the Airport Advisory Board prior to presenting it to the Commissioners for review and approval.

Safety Report by Duane Cozadd

- Details of the safety inspection, conducted in August by Duane Cozadd and Gene Mackinnon, Florence Fire Chief were discussed. Several fire bottle inspection tags on external vehicles were missing. They were paper tags and they had blown off. Plastic covers for the tags was suggested as a corrective action. Bldg. #14 was missing a fire extinguisher where a sign said there was one. Propane tanks, being stored in sheds, need to be moved to an outside cage. The oil storage tank does not have a fire extinguisher (repeat write-up). The outdoor gasoline tank by bldg #23 has a fire extinguisher which is three years overdue inspection. Our fire extinguisher contractor needs to do a much better job of inspecting, maintaining and documenting the airfield's fire extinguishers.
- The Airfield diagram, posted on the county website, still erroneously shows runway 17-35 as being 3261 ft long. Several years ago that runway was shortened to 1800 ft long (also a repeat write-up). Airport Management will work with Lisa to have a corrected diagram posted.
- Jim Woolworth brought up a safety concern. Lighting to illuminate the ramp is mounted on the small café building and the main office at a very low height. Bright light is directed across the ramp towards the taxiways and runway. Because of the high intensity light at the low angle, aircraft taxiing in to the main ramp are blinded. Forward visibility is extremely poor and it creates a hazard to anyone or anything that may be in front of that aircraft.

Development Report by Greg Tabuteau

- A new terminal building project, our main development goal, was previously discussed.

Finance Report by Tom Schielf

- The latest Airport income statement reflects reduced sales in 2014 while Avgas prices remain high. A question was asked "Why still high Avgas prices when crude oil prices are in record decline?". Dennis Corsi explained that, due to relatively low consumption rates of Avgas and Jet A, there are only 4 refineries nationwide that produce Avgas and Jet A and it takes a long time for oil pricing to flow thru to the final product.
- Dennis explained how state monies are generated for state aviation grants: An excise tax of \$.06/gal is levied on Avgas and \$.04/gal on Jet A (for other than commercial airlines). A sales and use tax of 2.9% is levied on Jet A for commercial operators. A percentage of the revenue collected is refunded to each airport in the state, the balance goes into a fund which is awarded to state airports, based on need, in the form of a grant.

Operating Procedures

- Previously approved.

New Business

- Chairman Marietta stated that Advisory Board Officers are elected every two years and the last election was one year ago. He offered mid-term adjustments to the appointments if anyone thought it necessary. There was no response. Current officers will remain in position to the next election in one year.
- Airport Advisory Board Meeting dates for 2015 were announced. The 2015 meeting dates, all at 7:00am on a Wednesday, will be March 4, June 5, September 2 and December 2.

Old Business

- 2015 Airshow: A planning meeting was held recently to work on the 2015 Airshow. Most efforts at this point are focused on lining up sponsorships and identifying performers. John Emmerling is working on a promotional package to take to prospective sponsors, completion expected soon. High Sky Adventures will do the flag jump at next year's show and they will be included in the form 7711 "Request for Waivered Airspace". Hans Miesler will not perform at next year's airshow. Steve Morrissey suggested that the Sheriff's office be invited into the planning for next year's event, they may choose to be more involved.
- Business Signage: Skip Moreau has attempted to get approval for his business sign placement along Hwy 50. County offices had no knowledge of discussions with Commissioners in our September 4th meeting. A

locate has been done on the area but there was confusion on what the path for lease approval was. There was also discussion about contacting the commissioners to determine the status of getting the sites surveyed by Cook, the County surveyor.

- Back-Up Power: Skip Moreau stated that the generator purchased by the Airport years ago is still in storage and not being used. He suggested we look into what it will cost to install the generator to back-up the Airports' main power supply (This was also a recommendation from our last security survey). The serviceability of the generator is in question and needs to be verified. The generator is not rated to be outside so it will have to be installed under cover. Airport Management will send out an RFP to determine what the cost will be and how it can be funded.

There being no further subjects for discussion, Chairman John Marietta adjourned the meeting at 8:40 am.

Minutes taken by Jim Woolworth