



Minutes of the Regular Meeting of the Airport Board September 20, 2016

I. Call to Order / Attendance

A regular meeting of the Airport Board was called to order at 8:33 AM, Tuesday, September 20, 2016, at the Central Colorado Regional Airport, 27960 County Road 319, Buena Vista, Colorado by Board Member Mal Sillars. Additional Board Members present were Judy Hassell, Tom Warren, and Dennis Heap. Also present were Airport Manager Jill Van Deel and Deputy Town Clerk Melanie Jacobs. Johnny Rogers and Fred Williams of Complete Parachute Solutions attended for a short time.

II. Pledge of Allegiance

Sillars led in the Pledge of Allegiance.

III. Approval of Minutes – July 19, 2016

Heap motioned for approval of the July 19, 2016 minutes. Hassell seconded. **Motion #1** passed unanimously.

V. Reports

A. Operations

Van Deel reported that the overall pace of operations has been down a little this summer, due to the fact that no testing has taken place. Bell intends to return to CCRA next year with two prototypes, and Agusta has also expressed interest in doing more testing here. The Italians recently wired \$168,000 to the Town, which constitutes a full payment of the balance associated with their summer 2015 testing. A lot of military and corporate jet traffic has come through over the past several months.

Van Deel informed the Board that an Army commander in Colorado Springs has recently proposed putting a training program together at CCRA. Part of the arrangement being discussed would involve the Army Corps of Engineers installing hardstand at the airport at no cost, though CCRA would be expected to purchase the necessary materials. If successful, the program could lead to the military constructing a facility here to house these trainings.

Fusion Aeronautics has announced that CCRA is one of two finalists being considered as a possible production site for their P-51 replicas. The other contender is the airport in Prescott, Arizona. Van Deel expects to hear word of their decision soon, as it is their goal to test a prototype by the end of this year.

Van Deel updated the Board regarding her most recent contact from the airship company that asked some time ago about basing balloons at CCRA: they are looking for a home for their smaller balloon, which they want to send into the stratosphere next summer. Van Deel noted that the airport could not rent out the entire Mandes hangar to them while still accommodating testing needs, but believes the company may end up erecting its own 300' x 300' facility in the vicinity of the former Carpenter hangar.

Van Deel closed her remarks by letting Board members know that a new flight club is coming to Buena Vista and will offer mountain flight training out of CCRA.

Heap asked about the status of the snow plow blade. Van Deel stated that the blade should be transported from Cincinnati to CCRA soon.

B. Marketing

Van Deel indicated that she had recently been in contact with staff at the Leadville airport about cooperating more closely with them in the future to obtain high-altitude testing contracts. She noted that Leadville already refers some of their business to CCRA because of its superior facilities and offices, and that the Salida airport is not in a position to accommodate the kind of testing that Buena Vista and Leadville can. She would like to get joint booths at the upcoming 2017 Dispatchers Conference and Heli-Expo for the purpose of fostering this cooperation. Heap remarked that CCRA could “tell a better story” if the offerings of both airports were combined. Warren suggested that Van Deel consult with Scott Peterson of the Chaffee County Visitors Bureau about possible financial support of CCRA’s attendance at these conferences, and Hassell recommended that promotional materials be obtained from both Peterson and the BV Chamber of Commerce. Board members were supportive of Van Deel’s efforts to promote cooperation with the Leadville airport.

Van Deel also noted that the airport had obtained some high-end schwag to distribute to target flight departments (airport transporter bags with the CCRA patch sewn on). She will be working with Aviation to create a promotional mailing in advance of the conferences.

As a longer-term goal, Van Deel would like to work with Monarch and Mt. Princeton to put together a ‘ski and soak’ package for dissemination to travel agencies around the country, in order to bring more business to the airport during the winter months.

C. Financial

Through August 15, CCRA has sold 42,900 gallons of fuel for the year. There have been significant sales since then due to the frequent presence of Chinooks. Town Treasurer Stoke will begin supplying Van Deel with monthly financial reports, which will be distributed to Airport Board members at their meetings.

D. Chaffee County UAS

Heap stated that Chaffee County UAS has booked the Mt. Princeton pavilion on October 27 to do another drone demonstration. They will be focusing specifically on high-altitude search and rescue operations, and hope to draw the favorable attention of drone manufacturers and search and rescue groups.

- i. **FAA-Approved Knowledge Testing Center – Remote Pilot Airman Certificate**
Heap indicated that he has been talking with Colorado Mountain College about having their Buena Vista location become a testing center for UAS pilots. Currently the closest such facility is located in Pueblo.

VI. Old Business

A. Hangar Development

i. Ferris/McFarland Hangar

Van Deel informed the Board that Bud McBroom recently sold his hangar to Tom McFarland. She does not know if Rob Ferris is aware of this as yet, or what this will mean for their plans to build at CCRA.

ii. Development Policy & Application Procedures

Heap stated that the subcommittee working on this project had reviewed the hangar development requirements included in the town’s Municipal Code, and concluded that no further work needs to be put into the development policy. Van Deel let the Board know that she and Principal Planner Doering had assembled a

complete application packet for interested parties, which includes a flowchart intended to walk applicants through the entire approval process.

B. Jones Hangar Purchase – SRE Building

Van Deel stated that she had ordered an appraisal on the hangar. It needs to have the doors replaced, and the concrete blocks used in its construction will have to be repaired and sealed. For now the plan to purchase the building is on hold because one of Jones' creditors placed a lien on it. Van Deel anticipates that Jones' heirs will resolve the financial situation sometime next year and the Town will proceed with the acquisition at that time.

C. Car Rental Services

Heap indicated that Warren remained willing to host rental cars at Mt. Princeton, and that he had a contact within Avis who would be willing to hand carry a proposal letter to Avis' corporate office in Denver. Board members and Van Deel agreed that the letter drafted by Heap was suitable and could go out immediately.

D. Colorado Division of Aeronautics Sustainability Program

Van Deel said that she would get in touch with her contact within the Division to find out how to get CCRA into this program. She also stated that she expected Aviation to wrap up its work on the new Master Plan in November.

VII. New Business

A. Grindle Acquisition

Van Deel let the Board know that a survey of the property had been ordered and the purchase agreement was being drafted. In response to a question from Sillars, she stated that Town Administrator Reitter has been in contact with the Grindles to keep them apprised of the Town's progress.

B. Mark Godonis Ground Lease

Van Deel informed Board members that Godonis' lease was approved by the Trustees, and that Godonis was moving forward with getting his engineered plans together.

C. Army Training Operations

Rogers and Williams of Complete Parachute Solutions explained that they were basing their operations at CCRA for four days in order to prepare for a parachuting expedition to Mt. Everest. Once in Nepal they will be validating their systems and trying to set a parachuting world record. Their business manufactures parachutes for the Department of Defense. They invited Board members to visit them in the main hangar to take a look at some of their equipment and get more details regarding their activities.

D. Lease Terms

Van Deel asked the Board what standard lease term they would like to see included in ground leases. Heap suggested that the length of lease be tied to the price of the hangar being built: someone building a million dollar hangar might reasonably be granted a 50-year term, whereas someone building a 300K hangar should expect a term of between 20 and 25 years. After some further discussion, the Board reached a general consensus that a 35/15 lease should be the standard for ground lease contracts.

Van Deel requested that the Board review the tenant lease template at its October meeting, as the current version contains a lot of verbiage that does not apply to this type of lease. She would then like the Board to make a recommendation to the Trustees regarding changes that should be made to the template. The Board asked to see the lease and Tom Moore's markup of it in furtherance of this discussion, and Van Deel agreed to forward these documents prior to the next meeting.

E. Reach Facility

Van Deel stated that she believes Reach has come to an agreement with Mark Muller to lease out the side of his hangar in which his lab is located. This would be modified to function as their crew rest quarters, and the launch site would remain in its current spot. She would much rather see Reach utilize one of Godonis' hangars, as this would shift their launch site away from the tie-down area, a high-traffic location. Reach is aware of CCRA's concerns about its launch site and Facilities Manager Jim Walker has been talking recently with both Godonis and Muller. Van Deel is waiting to hear back from him.

Board members were fully supportive of the effort to shift Reach's launch site to the vicinity of Godonis' future hangar, and asked Van Deel to arrange for Walker or another company representative to come to the October Airport Board meeting to discuss the situation.

VIII. Public Comment

There was no public comment.

IX. Other Business

None.

X. Adjournment

Sillars noted that there was no further business to come before the Board. Heap motioned to adjourn and was seconded by Hassell. **Motion #2** carried and the meeting adjourned at 9:47am.

RESPECTFULLY SUBMITTED:



ACTING CHAIRMAN MAL SILLARS



DEPUTY TOWN CLERK MELANIE JACOBS