



Minutes of the Regular Meeting of the Airport Board August 21, 2018

I. Call to Order / Attendance

A regular meeting of the Airport Board was called to order at 8:30 AM, Tuesday, August 21, 2018, at the Central Colorado Regional Airport, 27960 County Road 319, Buena Vista, Colorado by Chair Dennis Heap. Additional Board Members present were Mal Sillars, Taylor Albrecht, Jerry Steinauer, Bob Dimmet, Dan Courtright and Mark Muller. Also in attendance were Airport Manager Jack Wyles, AOPA Airport representative Tom Moore, Armstrong Consultants representatives Chris Nocks, Julie Thiessen and Jesse Fabula, Benesch representative Brett Holt, and public member Mark Godonis

II. Pledge of Allegiance

Heap led in the Pledge of Allegiance.

III. Public Comment

Three representatives from Armstrong Consultants introduced themselves including Jesse Fabula, Chris Nocks (Engineering Operations Manager), Julie Thiessen (Airport Engineer and Project Manager). They gave an overview of their company and experience helping airports similar to CCRA.

Airport developer Mark Godonis reported that he hopes to have a Certificate of Occupancy this week on the hangars he has constructed.

IV. Approval of Minutes – July 17, 2018

Steinauer motioned for approval of the July 17, 2018 minutes. Sillars seconded. **Motion #1** passed unanimously.

V. Reports

A. Operations

Wyles noted that July and August operations were up significantly and have helped catch up on year-to-date operations and fuel sales figures. This is primarily due to the wildfire fighting operations based at the airport.

B. Maintenance

Wyles reported that the area in front of the new SRE building had been paved. In addition the exterior lights of the main hangar have been fixed and converted to LED. He discussed the need to upgrade the hangar lighting to LED, which would be considered in a capital plan

B. Financial

Wyles reiterated that the financial situation had improved with summer activities, with a significant turnaround in fuel sales. While still behind, the figures are close to budget.

VI. Old Business

A. High-Altitude Army National Guard Aviation Training Site (HAATS) Barbeque

The HAATS barbeque was initially held August 3. Due to inclement weather in the Eagle area, only one helicopter and crew was able to fly in. However many members of the public attended. The following Wednesday another event was held and six helicopters and their crews were in attendance. In total, Wyles estimated over 200 people attended and were fed.

B. Reach Building Lease/Purchase

Wyles contacted the lessor and was told they do not sell their buildings. Therefore assuming/renewing the lease would be the only option for the airport. The current lease is approximately \$1,700 per month which is not considered cost effective. Reach is still not sure when they will leave the airport.

C. Aircraft Owners and Pilots Association (AOPA) AEJ Representative

Tom Moore is the AOPA representative for CCRA. His role is to advise the AOPA if he sees a potential problem. He felt things have been running smoothly for the last several years. However there are still several items that he mentioned that have not been adequately addressed. These include after-hours access to the terminal building (restroom facilities and getting out of the weather), the temporary fence relocation project around the Carpenter property, fuel price discrepancy between AEJ and ANK, and the fuel island credit card machine functions. Mr. Moore gave accolades to Tadd Leary for his work to help attract business and mentor younger employees.

There was discussion among the Board around the frustrations mentioned by Mr. Moore. Steinauer offered a motion to present the fencing project to the Town Trustees while they are budgeting for 2019. **Motion #2** was not considered for lack of support.

D. Snow Equipment Plan

Wyles was unable to attend the Surplus Equipment Sale in Denver due to airport activity. It was mentioned that bids may be submitted for specific equipment even though one may not be present.

E. Ron Southard Buyout Update

Wyles informed the Board that the Condo Association boards have the latest version of the proposed lease. They will present to their memberships and upon acceptance they will move forward with the buyout.

F. Marketing Plan

Heap distributed copies of the marketing plan draft update. He gave a review of the process. The Marketing Committee members feel the plan is ready to be presented to the Town Trustees for adoption. To adequately market an airport, it must first have a solid foundation of safety. The plan addresses Board involvement to help staff with marketing efforts. Albrecht made a motion to approve the updated Marketing Plan and present it to the Town Trustees for approval. Steinauer seconded and **Motion #3** was approved unanimously.

G. Facebook

A Facebook page has been created for the Airport. It is a part of the Town page. Heap and Albrecht have been given access to post relevant content to the page. Heap mentioned the page is important to identify us as part of the Colorado airport community. Our airport is an important part of the State and National transportation systems. He urged Board members to follow/like the page to help it grow.

Some discussion took place around possible negative comment entries on the page. Wyles is responsible to respond to any that may be posted.

VII. New Business

A. Central Colorado UAS Club Gold Rush Days

Heap and Albrecht gave an overview of the Club and participation in this community event. The Club would likely have a presence at a CCRA open house in the future, as well as the upcoming Buena Vista Chamber of Commerce After Hours event being hosted by CCRA in October.

B. Ground and Simulator School

One attraction for the HAATS barbeque was the simulator facilities housed in offices at the airport. Wyles said the first ground school should be completed in October. He mentioned that to help the school get off the ground they are being offered free rent, perhaps until January 1, 2019.

C. FAA Grants and CIP

There was discussion surrounding the ability to apply for FAA grants to fund elements of the Capital Improvement Plan. Grant applications need to be completed, especially for an upcoming October FAA deadline. In addition, the Town budgeting process is under way. Given some of the timing issues, Albrecht suggested that Wyles put together a draft CIP budget for the Board so they could help with any grant writing or presentations before the Trustees.

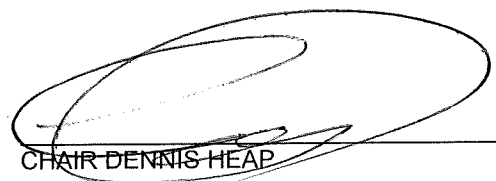
VIII. Other Business

There was no other business.

IX. Adjournment

Heap noted that there was no further business to come before the Board. Muller motioned to adjourn and was seconded by Courtright. The motion carried and the meeting adjourned at 9:43 AM.

RESPECTFULLY SUBMITTED:



CHAIR DENNIS HEAP



SECRETARY TAYLOR ALBRECHT