



Minutes of the Regular Meeting of the Airport Board September 18, 2018

I. Call to Order / Attendance

A regular meeting of the Airport Board was called to order at 8:30 AM, Tuesday, September 18, 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, Bob Dimmet, Dan Courtright and Mark Muller. Also in attendance were Buena Vista Town Trustee Liaison Dave Volpe, Airport Manager Jack Wyles, AOPA Airport representative Tom Moore, Armstrong Consultants representative Jesse Fabula, and Benesch representative Brett Holt.

II. Pledge of Allegiance

Heap led in the Pledge of Allegiance.

III. Public Comment

None

IV. Approval of Minutes – August 21, 2018

Sillars motioned for approval of the August 21, 2018 minutes. Albrecht seconded. **Motion #1** passed unanimously.

V. Reports

A. Operations

Wyles noted that operations for August were up significantly and helped year-to-date numbers go ahead of last year. Things have slowed since Labor Day but still look good for meeting the budget for this year.

With the slowdown in activity, Wyles noted that it is time to look for another employee. He has not decided whether the need is for a full- or part-time employee. Budget is available for a full-time employee.

Jim with Reach has indicated they will likely vacate the airport by December 31, 2018.

Wyles spoke with the modular building owner. They are not interested to sell or lease the building to the Airport. Wyles will give contact information for other modular building companies in the area to Mueller for follow up.

The Southard buyout is almost complete. The final draft of the agreement is coming from the Town Attorney. The hangar associations will vote and the agreement will be finalized.

The existing contract with Aviation expires January 19, 2019. Wyles will begin the process for Request for Qualifications soon. It may be advantageous for the Airport to seek early termination of the Aviation contract.

Heap and Wyles led discussion about the proposed Temporary Flight Restriction (TFR) for the Seven Peaks event. The proposed TFR would have had an impact on runway operations. Event organizers and County emergency management sought the TFR without input from the Airport. While the TFR was rejected by the FAA, the situation led to beneficial cooperation with the stakeholders involved.

B. Maintenance

The board had discussions around the FAA and CDOT grants for significant airport projects. Wyles is expecting quotes to move the fencing from three companies. This project may be included in the FAA supplemental grant request. In addition, Wyles is investigating a rebuild or refurbishment of the fuel island as a potential grant project.

B. Financial

Wyles reiterated that the financial situation had improved with summer activities, with a significant turnaround in fuel sales.

VI. Old Business

A. Marketing Plan

Heap mentioned that the Marketing Plan will be presented to the Town Trustees at their meeting on Tuesday, September 25, 2018 at 6:00pm

B. Facebook

Wyles has been posting on Facebook, along with Heap and Albrecht. This activity is good to present all of the great things happening at the Airport. Heap asked all Board members who are active on Facebook to "like" and "follow" the page, as this provides more exposure to users.

VII. New Business

A. Draft 2019 Budget

Of particular importance is the necessity to develop a rolling five- and ten-year Capital Improvement Plan (CIP). The Board discussed the items at length with the purpose of assisting Wyles in project prioritization. A listing of all potential projects was reviewed. Many were mentioned under "Reports – Maintenance" above. Another significant project is updating the "Cardrol" system and the refurbishment of the fuel island. Wyles received a ballpark estimate of \$65,000 to refurbish the Jet A portion. He would like to relocate the island to the north side to free up ramp space near the terminal.

B. Land Acquisition

It was noted that a significant parcel of land adjacent to the Airport is listed for sale. This site is within the future land acquisition area in the Master Plan. Sillars said this parcel is owned by Southard and is about 50 acres. Wyles and Town Administrator Philip Puckett will pursue this potential with the listing agent.

C. Remote Tower

Heap discussed recent technology that is allowing for "remote" tower facilities at airports. The Northern Colorado Regional Airport in Fort Collins/Loveland is the first test site for this technology.

D. Aviation Organization Liaisons

Heap presented a list of aviation organizations with which the Airport should have active involvement. He sought volunteers from the Board to provide this service. Members volunteered as follows:

National Business Aviation Association (NBAA) – Courtright
Colorado Aviation Business Association (CABA) – Courtright
Colorado Pilots Association (CPA) – Albrecht
Chaffee County UAS Advisory Board (CCUASAB) – Albrecht
Chaffee County Economic Development – Mueller
Buena Vista Chamber of Commerce – Wyles
Federal Aviation Administration (FAA) – Wyles
Colorado Division of Transportation Aeronautics – Wyles
High-Altitude Army Training Site (HAATS) – Heap and Wyles

VIII. Other Business

There was no other business.

IX. Adjournment

Heap noted that there was no further business to come before the Board. Courtright motioned to adjourn and was seconded by Heap. The motion carried and the meeting adjourned at 9:50 AM.

The next Board meeting is Tuesday, October 15, 2018, 8:30am at the Airport conference room.

Following adjournment, the airport had a ribbon-cutting celebration for the new hangar development by Mark Godonis.

RESPECTFULLY SUBMITTED:



CHAIR DENNIS HEAP



SECRETARY TAYLOR ALBRECHT