



**Glenwood Springs City Airport Board**  
**Regular Monthly Meeting Minutes**  
**Thursday, May 16, 2019**  
**7:30 a.m. – Glenwood Springs Municipal Airport Office**

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**1. Attendance:**

Commissioners present: Gregg Rippy, Rich Backe, David Brown, Dave Merritt  
City Staff present: Amy Helm, Airport Manager; Tanya Allen, Transportation Manager

**2. Acceptance of April Minutes**

The Board approved the April minutes without changes or additions.

**3. Airport Events**

The Airport participated in Sopris Elementary's Spring Carnival together with Classic Air Medical. The Airport Manager distributed stickers and information regarding Airport events, as well as the new EAA Young Eagles program. She said their participation was very well received by parents and children.

The CPA fly-in was scheduled for June 7&8. Seven planes were currently registered but more were expected. The Airport Manager said she was still seeking volunteers to support the event.

The drone education seminar was scheduled for June 22 from 9am-12pm. The Fire Department and Rifle Center for Excellence were planning to participate, along with some other drone operators. Mr. Merritt noted that this was Strawberry Days weekend. The group discussed the issue and decided to reschedule. The Airport Manager said she would contact everyone to find an alternative date.

The Cessna convention pancake breakfast was scheduled for June 26. Organizers were estimating up to 60 airplanes/120 people would attend the event. Jay Kronk planned to assist as air boss. Volunteers were still needed to assist with airplane parking and serving breakfast pancakes. Transportation options were being investigated for the 60+ attendees who had expressed interest in visiting the hot springs.

This year's Aviation Expo was scheduled for August 17. Kerek Swanson would be assisting with event organization again. The Airport Manager had been in touch with several vendors and other interested contributors. The 5k race would not take place this year to reduce the burden on volunteers. This would allow for a later start time and a more focused event. Friends was planning to purchase some ticket machines to make the flight process more orderly and allow those waiting for flights to circulate through the event rather than wait in line.

The Airport Manager said that some misunderstandings had arisen during last year's event regarding the suggested donation language. She asked for the Board's thoughts on how to manage the flights for this year's event. The Board discussed various options. The Transportation Manager suggested Friends, as the direct beneficiary of donations, may have lawyers who could assist with the appropriate donation language. The group also discussed limiting the number/hours of flights available to avoid overworking pilots or extending the event beyond its planned conclusion.

The Airport Manager asked for the Board's input on the silent auction. She said that last year the funds raised were disappointing given the amount of work involved. Board members deferred to her judgment. The Airport Manager said she would discuss the auction with Kerek before making a final decision.

The spring airport cleanup day was planned for Saturday at 9am. They planned to create some additional recessed tie-downs on the south end and repurpose existing tires to create new tie-downs on the north end. They were also planning to relocate the south end picnic tables and camping area, spray for weeds, and complete some additional cleanup work.

#### **4. Capital Improvement Plan**

The Transportation Manager distributed last year's Capital Improvement Plan for the Board's review. CDOT Aviation would be considering grant proposals from non-NPIAS airports again in upcoming cycles so it was important to consider this year's update carefully.

#### **5. Manager's Report**

The Airport Manager said the need for crack seal work on the taxiway was getting more urgent. She planned to check with the Public Works Director to get an estimate based on the City's current crack seal contract.

The Young Eagles chapter was almost up and running. They were discussing whether to set it up under the auspices of Friends or create it with its own EIN number. In addition, the Airport Manager said she met with Scott Fuller/Boy Scouts to discuss starting an Exploring program, a career-focused program associated with the Boy Scouts. Ideally this program could be aligned with the Young Eagles program to make the most of both. There was a \$40 fee to establish the program. Adult and youth participants would be expected to pay a participation fee to support the program. Board members agreed this was a good fit and encouraged her to pursue discussions.

The Airport Manager said she had met with Doug Pratt of Land Studio to discuss the land use layouts for the Airport Scenario planning project. She shared updated drawings for the Board's feedback.

#### **6. Adjournment:**

The meeting adjourned at 8:25 am.