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Airport Advisory Board Meeting Minutes

August 23rd, 2023

9:00 a.m.

1. Call to Order- Zech Papp called the meeting to order at 9am. Those present in person were Zech Papp, Ethan Smith, Brandy Coscarella, Randy Cohn, Jim Barker, Dennis Dempsey, Charles Collman, Jim Dickson, and Jerry Cunningham. Justin Critelli arrived just after introductions. Participating in the meeting via zoom was P.T. Wood.
2. Jerry Cunningham moved to approve the July 26th, 2023 Meeting Minutes. Dennis Dempsey seconded the motion. All approved.
3. Public Comments- None. Randy stated he was at the meeting with potential interest in filling an empty seat. Brandy will email the Board with who has seats coming up as open for January 2024, along with the seat vacated by Mike Phelps. Those seats will be advertised in November.
4. New Business was discussed as follows:
 - a. John Diesslin Lease Termination- History was given for Site G and the Diesslin 2021 lease. He is terminating the lease on the unimproved lot. Jerry Cunningham moved to accept the termination agreement. Jim Dickson seconded the motion. All approved.
 - b. Tom Zelner Hangar Lease Agreement- Tom Zelner expressed interest in the now available spot to lease, with intent to build soon. It was noted that he may have an LLC before the lease is finalized. Jim Barker moved to approve the new ground lease agreement for Tom Zelner. Dennis Dempsey seconded the motion. All approve.
 - c. DIA Surplus Equipment Sale- Zech explained the process, the airports need for available pieces, and the states payment of 80% on the first selection and 50% of the second selection allowing smaller airports to make great purchases. Jamison will conduct the inspection of the equipment prior to the sale date.
 - d. 2024 Budget was highlighted upcoming with the city and county.
 - i. Projects- Only one in 2024 is the design, engineering, and environmental impact for the taxiway grant. It was mentioned that the Fuel Farm project is on the horizon. The applied for \$1 million grant has \$1 million match.



- ii. Equipment- As mentioned before, we plan for the DIA Surplus Sale. Additionally, Zech has a zero turn mower on the list.
 - iii. The group discussed the Executive Hangar as being down the road after the Taxiway and Fuel Farm projects. FAA Grants and Requirements were discussed.
 - iv. Zech and the Board talked about having no air show in 2024. It is a LOT of work.
 - e. Crack Fill Project- Zech explained the project and we can use one of the state owned crack fill machines, which is in Buena Vista. Zech has ordered the crack fill material. Completing this project helps us to be prioritized for future funding.
5. Old Business
- a. 2023 Projects
 - i. AWOS- Zech spoke about the upcoming preconstruction meeting with Pro Electric and Dibble.
 - ii. The cinderblock hangar is “pretty well dialed” now and no longer floods.
 - b. Fuel Farm- as mentioned earlier in the meeting – this project will help to mitigate liability.
 - c. Hangar Lease Salida Soaring Co.- has been approved by city and county and is just pending the recorded lease
6. Manager’s Report – Activities during last month; statistics of prior months; updates; other projects- Zech reiterated that a lot has been done- Jamison has been a very handy addition to the team and is going through the equipment.
- a. Zech updated all on the new golf carts, stating they are ready for the air show. It was clarified that we will still need extra ATVs for the show.
 - b. Fuel sales are standard/good.
 - c. The rental plane logged 60 hours last month. They have added a 2nd instructor.
 - d. A flat skillet and blackstone were purchased for the airport and will be very useful for the Airshow and events like that.
7. There being no further meeting business, Jim Dickson moved to adjourn at 9:28am. After the meeting the group discussed the upcoming Airshow on September 16th, 2023. The next meeting for the Airport Board is September 13th- a little early in the month to plan for the Airshow.

Respectfully submitted,

Brandy Coscarella
Secretary to the Airport Board

