



Salida Airport at Harriet Alexander Field

9255 County Road 140
SALIDA, CO 81201

PHONE (719) 539-3720/ CELL (719)239-1648/ FAX (719) 539-7442

EMAIL zpapp@chaffeecounty.org

WEBSITE www.chaffeecounty.org

Airport Advisory Board Meeting Minutes

October 23rd, 2024

9:00 a.m.

1. Call to Order

Steve Bush called the meeting to order at 9:00 a.m. Those present in person were Airport Manager Zech Papp, Tara Miller, Steve Bush, Jerry Cunningham, Charles Collman, Barabara Struble, Michael Marino, Commissioner P.T. Wood, Chaffee County Administrator Don Reimer and Airport employees Ethan Smith and Justin Mann. Participating in the meeting via zoom were Shawn O'Day, Jim Barker and Salida Administrator Christy Doon. Ray Plumb was also in attendance.

2. Minutes for Approval

Jerry Cunningham moved to approve the August 28th, 2024 Meeting Minutes. Michael Marino seconded the motion. All approved.

3. Public Comments

None.

4. New Business

- a. Nelsen Amen Hangar Expansion – Nelsen Amen has requested that he be approved to expand his hangar 40 feet straight back. If approved, the current lease will have an amendment to update the square footage on the lease. Steve Bush moved for approval of the expansion. Michael Marino seconded the motion. All approved.
- b. Salida Soaring Lease Termination – Salida Soaring has a lease for furthest west site on the Airport, Site N. There are already a few interested parties in the site, so a new land lease will be brought to the Board at a later date. Jerry Cunningham moved to approve the termination. Steve Bush seconded. All approved.
- c. Steve Bush Lease Termination; Ray Plumb Lease Agreement – Steve Bush wishes to terminate his lease for Site H and sell the hangar to Ray Plumb, who was present at the meeting. The transfer will be effective on January 1, 2025. Jerry Cunningham moved to approve the transfer. Michael Marino seconded. All approved.
Once the matter has been approved by the City of Salida and Chaffee County, the documents will be recorded.



- d. 2025 Airshow – The Airshow is held every other year. Zech has already reached out to performers and the tentative date for the 2025 Airshow is September 6th, 2025. There was a brief discussion regarding funding for the event, as well as food availability, which is not paid for by the Airport. Shawn O'Day inquired about a subcommittee for the Airshow and asked if an evaluation of the last Airshow had been done to see what worked well and what didn't. Zech stated that the Airport Board also acts as the subcommittee and will meet briefly after each board meeting to discuss Airshow preparations. A review of the Airshow occurs every year once it's concluded.
- e. 2025 Airport Board Meeting Dates – The dates for 2025 meetings were discussed.

5. Old Business

- a. Airport CIP and Projects – The annual meeting to discuss the CIP with CDOT & the FAA was on October 7th. An update on upcoming projects was given. The pavement rating from Alpha 1 to Alpha 2 is 54, which makes that project the highest priority once the Taxiway A Extension and Fuel Farm projects are completed.
- b. On-Call Engineering RFQ (request for qualifications) – Dibble Engineering has been selected for the 5-year contract for the on-call engineering firm. The contract is currently in the works.
- c. Fuel Farm / Taxiway A Design, Environmental, Engineering (CDOT) – Preconstruction of the Taxiway A project will begin at the beginning of November and an RFP (request for proposals) will be put out the beginning of December. The Fuel Farm design is being revamped because the project was missing some critical elements and was not going to meet industry standards. CDOT has awarded the Airport a discretionary grant for \$450k to help with the extra costs involved. Administrator Doon spoke about budget constraints.
- d. 2025 Budget / Project Costs – This was discussed with item 5c.
- e. Salida Airport Board Mission Statement – The Airport Advisory Board Mission Statement and Salida Airport Mission Statements were discussed. Jim Barker moved to approve the statements. Barbara Struble seconded. All approved.
- f. Salida Airport SOP and Guiding Documents – This item was not discussed.

- 6. **Manager's Report – Activities during last month; statistics of prior months; updates; other projects** – The Airport has been very busy lately, partially due to a larger military presence than usual. There was a brief discussion regarding contract versus non-contract for the military. Fuel sales are on track for a record-breaking total for the year. There has been quite a bit of property and building maintenance performed by staff lately.

Moving the November 27th meeting to November 20th due to Thanksgiving was discussed. Steve Bush moved to approve moving the meeting. Zech Papp seconded. All approved.

7. **Adjourn** – There being no further meeting business, Jerry Cunningham moved to adjourn at 10:00 a.m. Barbara Struble seconded the motion and the meeting adjourned.

Respectfully submitted,



Tara Miller
Secretary to the Airport Board