

Meeting Minutes for March 5, 2015  
Airport Advisory Board (AAB)  
Custer County, Colorado

- I. The meeting was called to order at 10:00 am.
- II. **Role Call:** Members present: Dallas Anderson, Jack Decker, Bill Geipel via videoconference, Bob Giacomelli, Dan Green, Robert Jolley, and Bob Koester. Members absent: None. Guests present: Clint Smith, Assistant Custer County Attorney. Commissioner Bob Kattnig was also in attendance.
- III. **Approval of Minutes:** In section VII of the AAB February 5, 2015 meeting minutes, the number of gallons sold was corrected to be 136 gallons. Robert Jolley moved to approve as corrected. Bob Giacomelli seconded and the corrected minutes were approved.
- IV. **Amendments to Agenda:** Three items were added to New Business. Chairman Anderson added two items: Mission Statement and Financial Policies. Commissioner Katnig added Airport Financial Status.
- V. **Audience Introductions/Comments:** Clint Smith, Assistant County Attorney was introduced and said he was interested in observing the operations of the AAB. Robert Jolley commented that Commissioner Lynn Attebery's comment during a recent commissioner's meeting that the AAB sets hanger land lease rates is incorrect. Mr. Jolley stated that the AAB only advises and does not set rates. In the discussion it was noted that the current lease rate is 12 cents per square foot for the county owned land on which the hangers sit. The hanger buildings are privately owned.
- VI. **Airport Manager's Report** (Robert Jolley): Sold 186.33 gallons of fuel last month.
- VII. **Old Business:** Fuel Acquisition: The discussion of Fuel Acquisition evolved to cover the following New Business Items: Mission Statement, Financial Policies, and Airport Financial Status.  
Chairman Anderson distributed notebooks that contain a draft Airport mission statement, Airport financial information, a draft Airport business plan, and last month's fuel sales. Chairman Anderson suggested that Airport financing be categorized as follows:
  - General Overhead
  - Fuel Sales
  - Hanger LeasesHe then suggested the following approach for funding the Airport: use hanger lease income to support infrastructure maintenance and repair, support general overhead from the county general fund, and account for fuel sales and expenses separately. He said new thinking about Airport financing was required since fuel sales cannot adequately fund the

airport. Chairperson Anderson requested email or verbal comments about his proposed Mission Statement and his suggestions for Airport funding.

Commissioner Kattnig provided Airport financial information he obtained from the county. According to these figures, revenue from fuel sales at the Airport was \$21,000 for 2012, \$30,353 for 2013, and \$25,047 for 2014. Over the same three year period operating costs for the Airport averaged \$48,222.40 per year. One issue he brought up was that the other Commissioners had told him the AAB did not submit a suggested budget for 2015. This was disputed by AAB members Koester and Jolley. They said a budget was submitted to the county for budget planning purposes. Mr. Koester volunteered to provide a copy for Commissioner Kattnig.

Commissioner Kattnig suggested there is the possibility of setting up a revolving account (similar to a checking account) for fuel sales. Fuel sales would be deposited to the account, fuel purchases taken from the account. Such an account would be audited annually and balances would carry forward to a new year. Strong support for this idea was expressed by AAB members.

Chairman Anderson stated his belief that all money in Airport funds are required to roll over into a new year, and is a requirement set by the Colorado Department of Transportation(CDOT). Commissioner Kattnig stated his understanding that current Airport accounts do not roll over. Chairman Anderson said he would send a note to CDOT asking for clarification.

Mr. Jolley stated the Airport fuel supply would have to be tested by the end of July if no new fuel is purchased. The cost for testing would be \$1,200.

The AAB and Commissioner Katnig agreed solid financial figures were needed to present the case for improved handling of fuel and other financial issues for the Airport. Commissioner Katnig and Chairman Anderson plan to work together to present a case for revised practices at a future Custer County Commissioners Meeting.

Air Museum: Commissioner Katnig said the County needs a Site Map for the museum. Mr. Geipel agreed to provide building dimensions but stated he could not get detailed drawing until later in the building purchase process and that drawings would be provided when they are available. Mr. Geipel is waiting for dirt moving estimates and stated 11 or 12 airplanes have already been donated to the Museum. He also indicated clean fill dirt is needed for the project.

Fly-In: A possible September fly-in was discussed and the hope was expressed that if it is held, that it be a special event that shows off the entire valley. It was noted that county

resident Wes Taylor is a wonderful coordinator of such events. It was agreed to contact Mr. Taylor and see if he would be interested directing the fly-in.

Fuel Discounts: **Mr. Koester made a motion to eliminate all fuel discounts and sell fuel at cost. Mr. Giacomelli seconded.** It was noted that Airport fuel will soon reach its shelf life and have to be tested, which is expensive. The current fuel supply was also bought when fuel prices were high, making it difficult to sell, even without a markup. **The motion passed unanimously.** It was noted that this policy could and probably would be changed after new fuel is purchased.

- VIII. **New Business:** Repair Lights: Mr. Jolley said he would investigate what an electrician's trip charge would be to access the repairs needed for the Airport area lights. This will help determine an estimate of the overall cost of the repairs.

Ride the Rockies: Event is June 20, 2015 and Donna Hood is directing. AAB members are encouraged to be thinking of ideas to promote the Airport.

Invoice: **Mr. Giacomelli moved to pay invoice #M142418, dated 3/1/2015 in the amount of \$30.00 to World Fuel Services (Ascent Aviation Group, Inc.). Mr. Jolley seconded and the motion passed unanimously.**

- IX. The meeting adjourned at approximately 12:25.

Respectfully submitted,

Jack Decker, Secretary