

Archuleta County Airport Advisory Commission

Airport Conference Room

January 18, 2012 Meeting

Minutes

Meeting Date: Wednesday November 16, 2011 3:00
p.m.

Chairman: Ralph Goulds

Members Present: Ralph Goulds

Michael Arbutnot

Kate Alfred

Jim Carey

Lloyd Goheen

David Lopez

Deidra Fortier

CK Patel

David Patterson

Ex-officio Members Present: Bill McKown - Airport Manager

Greg Schulte - County Administrator

David Mitchem - Town Manager

Bob Goubitz - AVJET

Welcome to Guests: Chris Torres

Location: Airport Terminal Conference Room

Meeting was called to order by Chairman Ralph Goulds 3:00 pm.

Minutes of Previous Meeting: Minutes of December 15th, 2011 were approved.

New Members and Election of Officers

David Lopez and Deidra Fortier were appointed for another three year term and David Patterson and CK Patel were new appointees for two year terms. The term for Michael Arbuthnot, Ralph Goulds and Kate Alfred will expire in December of 2012. Lloyd Goheen and Jim Carey will step down beginning January, 2012.

Officers Elected: Chairman - Kate Alfred

Vice Chairman - Michael Arbuthnot

Secretary - David Lopez

Old Business

- **AAC Bylaws** have been approved by the County Commissioners and recorded.
- **Airport Sign** - Approval to place a sign on the corner of Piedra and Cloman is in the final approval process. Mid February is the target date for completion.
- **Economic Survey Spreadsheet** - The spreadsheet has been tentatively approved by County Treasurer and a final presentation will be scheduled soon in a meeting with the AAC and BOCC in the Airport Conference room.

New Business

- **Airport Security** - The airport gates are presently opened by card or access code. Chris Torres is presently in charge of the gate access program and applications and fees are collected by Bill McKown and Bob Gobitz. We need to recall all old cards and issue new cards and code numbers to ensure better security for the airport. Ralph Goulds, Kate Alfred and Michael Arbuthnot will work on a process to change to the new cards.
- **Sub-leasing Hangars** - Some hangar owners have given access to hangars for the purpose of sub-leasing or contract work. Before access is given to anyone not officially authorized, they must be approved by airport management. Gate codes should never be given to anyone unless the airport manager issues a temporary code which has a definite expiration date.
Airport Management needs to be aware of hangar contents. We will consult with the County Attorney to ensure how far we can proceed with this.
- **Airport Auxiliary** - The Auxiliary has its own web site and is not attached to the Airport. The web site is www.stevensfieldaux.org. The site depicts past and future activities. It is maintained by Deidra Fortier. The January balance in the fund is \$1,459.73.
- **Seismic test** - Coordination and permission for a seismic test near the side of the runway will be handled by Greg Schulte, Bill McKown and Jviation.

Bill McKown - Airport Manager

- **Snow Removal** - The most recent snow was removed from the runway, ramps, and taxiways in 18 hours on Jan. 17 & 18. Contracted hours so far this season are 12.

Greg Schulte - County Administrator

Nothing to report.

Bob Goubitz - AVJET

- **2011 Traffic** - This past year more jet traffic has come into Pagosa. Several new jet owners have also moved to Pagosa. Jet traffic totals 71% of net income.
- Bob suggested that we try to get the large orange sign removed which is North of the Terminal Building.
- Bob will try to arrange a visit to Orion Group which has relocated to Pagosa.

Next meeting February 15, 2012

Meeting Adjourned 4:26pm

Lloyd Goheen, Secretary