TELLURIDE REGIONAL AIRPORT AUTHORITY Micetic Field

TRAA Airport Update
September 19, 2024 @ 12:00 p.m.
Terminal Observation Lounge



Bombardier Global 8000 High Altitude Airport Testing August 2024

Denise Scanlon, Acting TRAA Chair

Kenneth E. Maenpa, Airport Manager



TELLURIDE REGIONAL AIRPORT AUTHORITY

TRAA BOARD MEETING Airport Observation Lounge September 19, 2024 @ 12:00 p.m.

REGULAR AGENDA

1)	12:00 PM	CALL TO ORDER - Scanlon
2)	12:05 PM	PUBLIC COMMENTS
3)	12:10 PM	APPROVAL OF MINUTES: July 18, 2024 Action Needed
		 A. AUTHORITY BOARD GOVERNANCE Board Leadership Clarification and Alignment of the Board Priorities Committee structure, scope and composition Review of the bylaws – Proposed Amendments Q&A – Airport Manager Board Calendar Schedule Board Election - Chair
		 B. BUDGET Ratification of Airport expenditures – July/Aug 2024 Action Needed
		C. EXECUTIVE COMMITTEE REPORTS i. Noise ii. Planning – October: 2025 Budget Kickoff iii. Finance – October: 2025 Budget Kickoff
		D. COLORADO FLIGHTS ALLIANCE REPORT - Skinner
4)	1:00 PM	AIRPORT MANAGER UPDATE 1. Hangar 30 Construction 2. AIP 39 – South Development Design 3. EMAS Repair
5)	1:15 PM	NEW BUSINESS
6)	1:20 PM	ADJOURN

Next Airport Authority Board Meeting - November 21, 2024 @ 12:00p.m.



MINUTES

TELLURIDE REGIONAL AIRPORT AUTHORITY BOARD MEETING

July 18, 2024 12:00 pm

1. Call to Order 12:04 pm

Chair Mick Francis called the meeting of the Telluride Regional Airport Authority to order.

Roll Call

Present: Chair Mick Francis, Vice Chair Gary Bash. Board Members, Matt Skinner, Denise Scanlon, Jennifer Vogel, Clifford Hansen (Zoom), Kris Holstrom, Teddy Errico, Tom Richards. Board Alternates Peter Scoville, Mark Silversher, Bob Patterson.

Also present: Kenny Maenpa (Airport Manager), Linda Soucie (Administration Manager), Travis Weber (Maintenance Manager), Ken Casey (TEX user).

Absent: None.

- 2. Public Comments Ken Casey, frequent TEX user, was present to observe.
- 3. Approval of Minutes: May 16, 2024.

Motion

Jennifer Vogel motioned to approve the minutes of the May 16, 2024 meeting, as amended. Kris Holstrom seconded the motion. Motion passed 9-0.

A. Chair Report - Mick Francis

Mick Francis announced his resignation from the TRAA Board of Commissioners. He is leaving the area and this will be his last meeting. He spoke about his love of aviation (Mick is a pilot), and commented that at the March meeting, one o the Based Aircraft Operators said there was only 1 pilot on the Board. Mick corrected that to 3 (himself, Clifford Hansen and Peter Scoville). He also said he truly enjoyed his time on the TRAA Board – over 12 years. Kenny Maenpa presented a plaque of appreciation to Mick for all his years at TEX. Mick thanked the SMC BOCC for his appointment and support to the TRAA Board.

1. Executive Board Elections

Mick Francis nominated Gary Bash as Chair of the TRAA Board of Commissioners.

Kris Holstrom seconded the motion.

Motion passed 9-0.

Mick Francis nominated Denise Scanlon as Vice Chair of the TRAA Board of Commissioners.

Jennifer Vogel seconded the motion.

Motion passed 9-0.

B. Budget

1. Ratification of Airport Expenditures - May/June 2024

There was discussion regarding the parking lot income, expenses and procedures. There was slosh discussion of the current TMV intercept lot (South side) and its future use.

Motion

Kris Holstrom motioned to approve the ratification of Airport expenditures for May/June 2024. Denise Scanlon seconded the motion.

Motion passed 9-0.

C. Executive Committee Reports

i. Noise Abatement – Kenny Maenpa reported that have been 12 complaints since the May meeting. Most were submitted from Hastings Mesa. TEX staff have followed up with the pilots.

ii. Planning Committee – Mick Francis, Gary Bash and Kenny Maenpa met this morning. They discussed expenditures, the new hangar and the South side development.

iii. Finance Committee - meeting 7/10/24

D. Colorado Flight Alliance Report - Skinner

Matt reported The DAC Phoenix flight is doing well, but the Denver flight demand is off. The schedule is set through the 2024-2025 winter. Denver flights will continue daily with the Phoenix flight 2 times a week for the off season and daily for the winter season. CFA is in talks with 1 major and possibly a second major airline interested in flying into TEX. They are considering an upgraded RJ 145 or upgraded E175, both modified to a 30-seat configuration as potential aircraft. There was discussion on enplanements, trends, marketing and some booking issues with DAC.

4. Airport Manager Update

A. Hangar Construction

Dirt is being removed at the rate of 65 loads a day (vs. the predicted 35 loads a day). Micro pylons are going in, pump station concrete is going in, and foundation concrete is starting next week. The project is on budget to date.

B. AIP 39 - South Development Design

The concept design was finished this week with the FAA and the engineers (Dibble). The strategy is to utilize the 2024, 2025, and 2026 entitlement money to fund as much taxiway and apron as possible. It will be a 7.5-million-dollar project with a 90% match from the FAA and a smaller 5% State match. The cost to TEX is 5% and will include a full site grading, and as much taxiway and apron as possible. TEX has received the Cat X exclusion for the Environmental Review.

The future hangar design for the SS has been cleaned up and will include a series of rows of (4) 3000 square foot hangars to be developed, built and sold by TEX to accommodate the 41-pilot long waitlist. The smaller hangars will accommodate the needs of our based aircraft operators, will not compete with the new transient hangar and will require much less support staff then the larger hangars that are shown on the ALP. Jennifer Vogel asked about included the concerns of the based aircraft operators. Kenny replied that this first phase is horizontal development only, and that, in 2025, the engineers will do a 30% design on the South side hangar development that will include input from the BAOs.

Kenny reported that the hangar waitlist has been updated and includes a list of aircraft operators that wish to kept updated on the SS development. All conversations were by phone and only positive feedback was received.

The challenges facing TEX with the SS development include: water, natural gas, fire protection, the proximity to the current detention ponds (wetlands), and moving the segmented circle. There will be a Special Use Permit, through SMC, for the wetlands.

C. FAA Part 139 Certification Inspection – June 24-26th

The FAA Part 139 Inspection is a full Airport inspection of all fire protection/procedures, training policies and records, all airport operational manuals, etc. There were no discrepancies.

New Business

Jennifer Vogel asked about highlighting the Budget concerns in red and the positive line items in green (or something similar) for the Board packets to make them easier to track. Kenny thought that was a great idea and will include that going forward.

Jennifer also noted that this is the second year that the June meeting has been cancelled and recommended taking a look at the meeting schedule.

6. Adjourn 1:04 pm by Chair Gary Bash.

Denise Scanlon, Acting Chair	Kenneth Maenpa, Airport Manager



BRIEFING MEMO

TO:

Telluride Regional Airport Authority Commissioners

FROM:

Kenneth Maenpa, Airport Manager

DATE:

September 19, 2024

RE:

New Hangar 30 Construction Update

BUILDING PERMIT ISSUED SMC: 5/16/2024

OWNER CONTRACTOR (OAC) MEETINGS

OAC #3 - June 18, 2024

OAC #4 - July 23, 2024

OAC #5 - August 8, 2024

OAC #6 – September 4, 2024

SCHEDULE: Completion Date 8/5/25

BUDGET:

1.	Original Contract Sum:	<u>\$ 20,724,754.00</u>
2.	Net change by change orders	\$ 68,485.00 (SMC Permit)
3.	Contract Sum to Date:	\$ 20,793,239.00
4.	Total Completed and stored to date	\$ 6,864,766.34
5.	Retainage:	\$ 178,316.88
6.	Total earned less retainage	\$ 6,686,449.46
7.	Less previous certificates for payment	\$ 4,987,932.35
8.	Current Payment PA#23 (9/04/24)	\$ 1,698,517.11
9.	Balance to finish, including retainage	<u>\$ 14,106,789.54</u>

DESCRIPTION OF WORK: All micro piles and foundations are in place. Construction of 15' concrete walls will be complete by September 24th. Hangar steel erection starts September 27th. The concrete foundation was completed for the pump house. The new water line has been cut over to the new line into the terminal.



BRIEFING MEMO

TO: Telluride Regional Airport Authority Commissioners

FROM: Kenneth Maenpa, Airport Manager

DATE: September 19, 2024

RE: FAA AIP 39 – South Side Development Design

OBJECTIVE: On March 21st, 2024 the Airport Authority approved task authorization #01 with #01 with Dibble Engineering and FAA AIP 39; accept FAA Grant Offer; and Colorado Discretionary Aviation Grant for local match.

BACKGROUND: The South Development Area (SDA) is identified for future development of 29,000 C.Y. of ramp/apron and taxiways in the 2016 Airport Master Plan Update.

The SDA is needed to accommodate overflow aircaft parking for aircraft landing and to avoid conflict with air carrier operations during periods of high flow of traffic in and out of KTEX. The horizontal development of the south side will help to facilitate development of 15 small hangars (51,000 sf) for TEX based aircraft owners.

UPDATE:

4/11 Design Kickoff Meeting - Dibble Engineering

4/16: Colorado Aeronautical Board (CAB) approved CDAG for local match for AIP 39

5/1: Envronmental Review

5/17: Start GeoTech and Survey

6/10: Environmental Review – CATEX submitted to the FAA

6/18: Meeting with SMC - Wetlands SUP

7/1: TEX CATEX – FAA Comments received.

7/3: Pase I Design Submitted to FAA

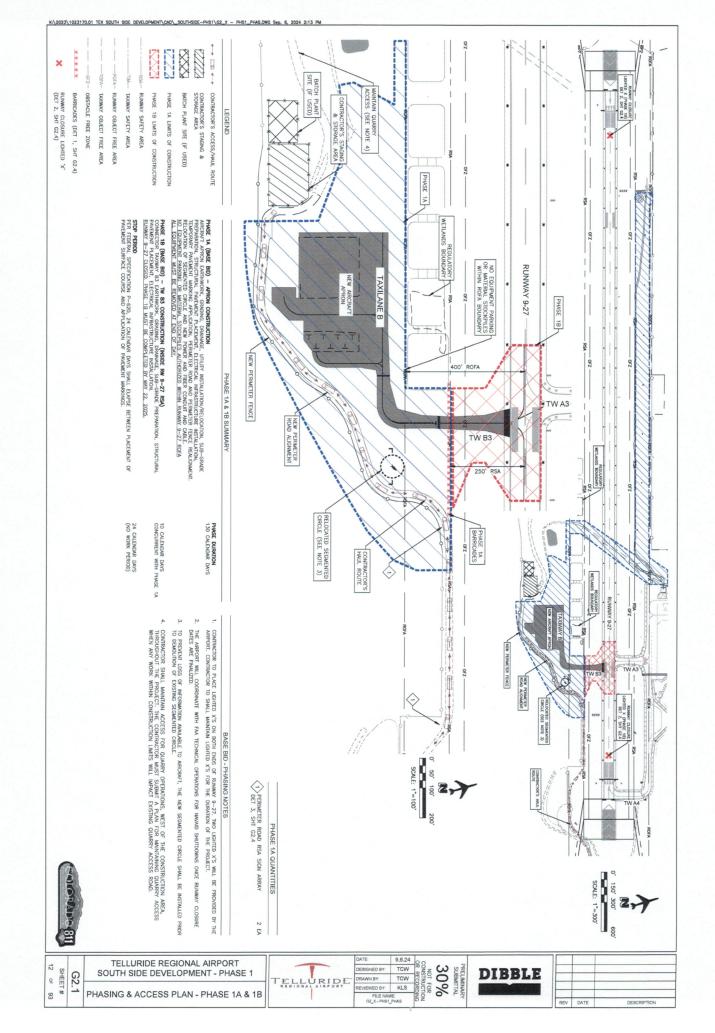
7/9: TEX CATEX – FAA Approved.

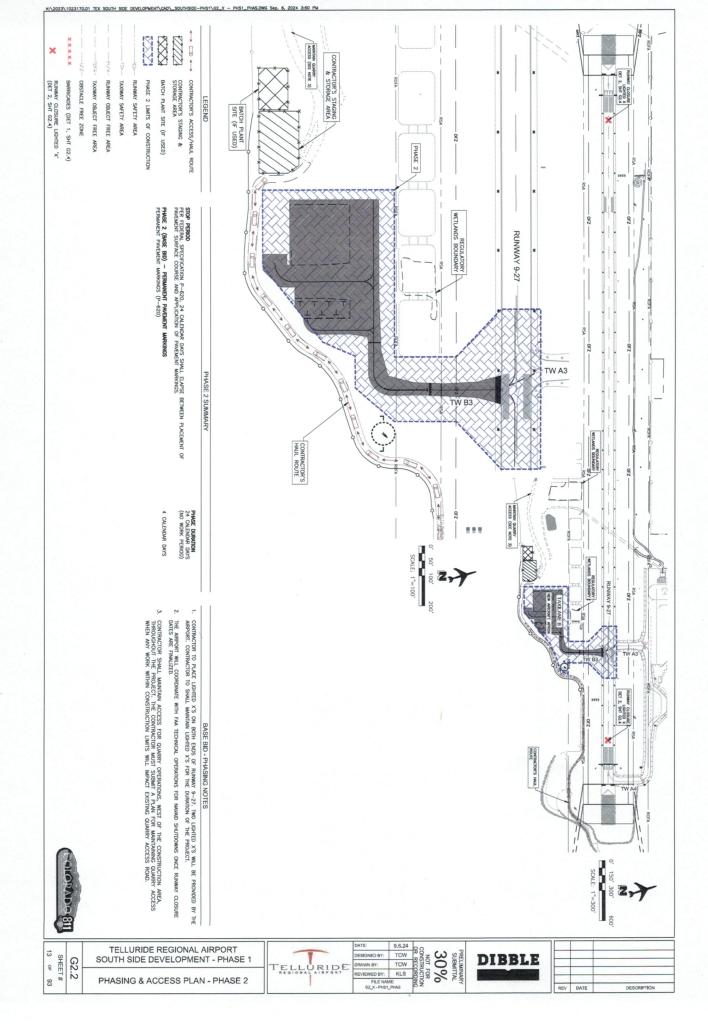
8/7: FAA Grant Offer – Executed by TRAA and SMC

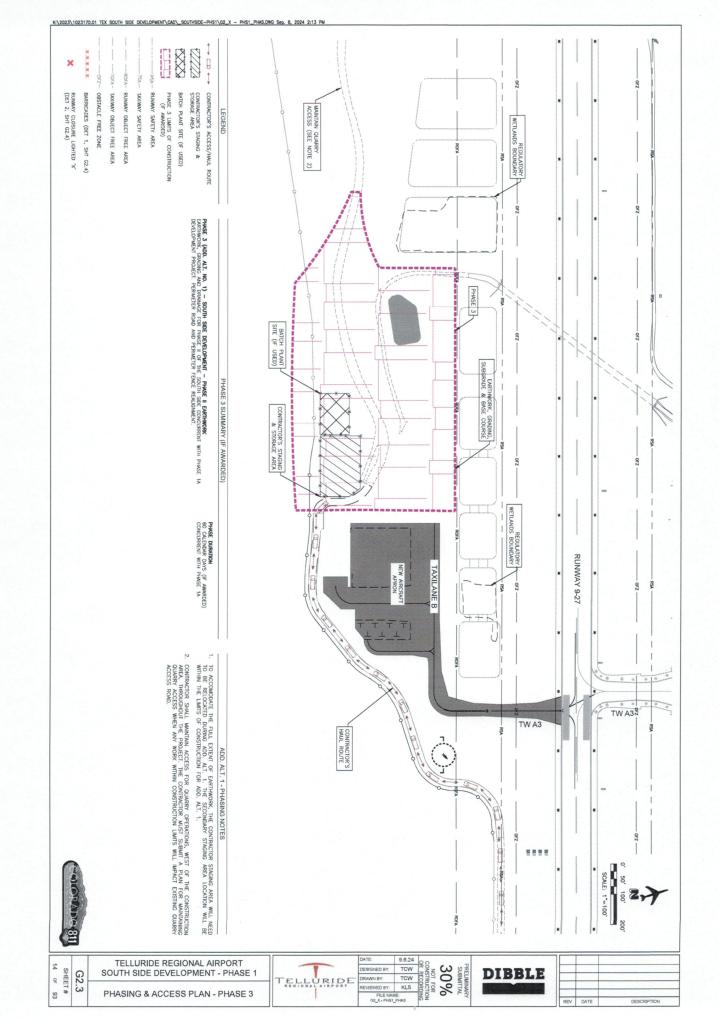
9/9: 30% Design submitted to FAA

BUDGET: SDA Funding

Total AIP 39	FAA (AIP 39)	CDAG (24-TEX-01)	Local (Airport)
\$725,312	\$652,781	\$36,266	\$36,266







2024 OPERATING BUDGET REPORT



SUMMARY

	BUDGET	YTD 2024	YTD 2023
	2024	JAN-AUG	JAN-AUG
Aircraft & Pilot (FBO) Income	7,652,000	5,689,929	5,409,260
Aircraft & Pilot (FBO) COGS	(3,831,900)	(2,393,178)	(2,443,735)
Aircraft & Pilot (FBO) Expenses	(1,585,647)	(923,566)	(993,282)
Administrative Expenses	(265,367)	(167,381)	(163,249)
FBO Net Income (Loss)	1,969,086	2,205,804	1,808,994
Terminal Income	480,950	354,153	350,167
Terminal Expenses	(240,300)	(312,766)	(237,054)
Administrative Expenses	(265,367)	(167,381)	(163,249)
Terminal Net Income (Loss)	(24,717)	(125,994)	(50,136)
Airside Income	909,500	696,625	577,562
Airside Expenses	(438,300)	(348,144)	(319,287)
Administrative Expenses	(265,367)	(167,381)	(163,249)
Airside Net Income (Loss)	205,833	181,100	95,026
Total Net Cash Flows	2,510,203	2,260,910	1,853,883
Interest Income	360,000	328,335	
Ending Net Income:	2,870,203	2,589,245	1,853,883



2024 OPERATING BUDGET TELLURIDE FIXED BASED OPERATION (FBO)

	BUDGET	YTD 2024		YTD 2023
AIRCRAFT & PILOT (FBO) INCOME	2024	JAN-AUG	% Budget 24	JAN-AUG
Aircraft Oil	\$ 1,500	\$ 1,641	109%	\$ 953
100LL AvGas	150,000	120,765	81%	113,156
Catering	15,500	9,911	64%	9,879
Hangar Fees	385,000	370,703	96%	326,767
Jet-A	6,450,000	4,656,891	72%	4,428,128
Jet-A Airlines	140,000	89,920	64%	101,675
Line Services	210,000	155,697	74%	202,925
	24,500	16,232	66%	17,770
Pilot Supplies	275,500	268,169	97%	208,007
Tie-Down Fees	7,652,000	5,689,929	74%	5,409,260
TOTAL INCOME	7,652,000	5,069,929	7470	5,409,200
AIRCRAFT & PILOT (FBO) COST OF GOODS SOLD	BUDGET 2024	YTD 2024	% Budget 24	YTD 2023
Jet-A Fuel *	3,550,500	2,228,714	63%	2,209,725
100LL Fuel	105,500	104,375	99%	95,524
Oil	3,900	1,644	42%	474
De-Ice	72,000	.,	0%	70,859
	3,500	1,346	38%	2,942
Pilot Supplies Hats & T-Shirts	48,000	29,415	61%	28,345
Unleaded Fuel	48,500	27,684	57%	35,866
TOTAL COGS	3,831,900	2,393,178	62%	2,443,735
TOTAL COGS	3,031,900	2,000,170	0270	2,110,100
GROSS PROFIT	3,820,100	3,296,751	86%	2,965,525
AIRCRAFT & PILOT (FBO) EXPENSES	BUDGET 2024	YTD 2024	% Budget 24	YTD 2023
Aircraft Incidents	20,000	7,693	38%	
Pilot Incentive Program	5,345	2,867	54%	2,939
	1,200	90	8%	25
Catering Pilot Refreshments	11,500	8,273	72%	7,553
	132,500	88,508	67%	84,043
Credit Card Fees	358,500	221,519	62%	250,519
Employee Health Insurance	745,500	501,027	67%	464,556
Employee Salaries		301,027	1%	5,575
Employee Training	5,800		22%	27,431
Equipment Maintenance	95,000	20,442	0%	27,451
Equipment Maintenance Labor	7,500	(4.540)		20.645
Equipment Rental	24,500	(4,519)		39,615
Fuel Farm Utilities/Insurance	12,500	11,181	89%	11,889
Equipment Fuel & Oil	30,000	3,312	11%	1,431
Hangar Insurance	9,500	8,171	86%	8,978
Hangar Maintenance	5,500	948	17%	1,868
Hangar Utilities	19,500	8,256	42%	10,424
Liabilitiy Insurance	12,800	7,465	58%	11,203
Line Supplies	21,500	8,456	39%	12,095
Pollution Insurance	2,002		0%	20,425
Uniforms	12,500	4,340	35%	5,707
Satelite Systems/Runway Camera	4,000	225	6%	205
FBO Software Subscription	16,500	10,901	66%	11,671
Workman's Compensation	32,000	14,381	45%	15,130
TOTAL DIRECT EXPENSES		923,566	58%	993,282
Net Income Before Allocation of Admin Costs	2,234,453	2,373,185	106%	1,972,243
Admin & Operations (1/3 of Total)	265,367	167,381	63%	163,249
NET INCOME	\$ 1,969,086	\$ 2,205,804	112%	\$ 1,808,994
TILL INCOME	.,000,000	-,-50,001		



2024 OPERATING BUDGET TERMINAL

	BUDGET	YTD 2024		YTD 2023
TERMINAL INCOME	2024	JAN-AUG	% Budget 24	JAN-AUG
Advertising	\$ 3,500	\$ 4,145	118%	\$ 2,667
Airlines	60,500	45,404	75%	46,034
Car Rental Agencies	185,000	113,486	61%	139,602
On-Line Services	60,500	38,957	64%	38,887
Office Rentals	35,500	25,119	71%	24,899
Parking Lot	65,500	56,264	86%	30,196
Taxi Service/Annual Fee	65,500	66,914	102%	63,936
Vending Machines	4,950	3,864	78%	3,946
TOTAL INCOME	480,950	354,153	74%	350,167
TERMINAL EXPENSES	2023	YTD 2024	% Budget 24	YTD 2023
Janitorial Supplies	7,500	9,009	120%	7,018
Janitorial Services	65,000	39,246	60%	40,833
Liability Insurance	12,800	7,465	58%	11,203
Maintenance	35,500	55,869	157%	106,042
Maintenance Labor	2,500		0%	27
Parking Lot	8,000	20,586	257%	1,574
Security	9,500	29,511	311%	9,494
Security - Cyber Security		81,938		
Terminal Insurance	10,500	17,375	165%	10,034
Terminal Utilities	40,500	25,928	64%	27,940
Trash	16,500	10,805	65%	9,630
Vending Machine Expense	3,500	2,139	61%	2,377
Water Maintenance	28,500	12,895	45%	10,882
TOTAL DIRECT EXPENSES	240,300	312,766	130%	237,054
Net Income Before Allocation of Admin Costs	240,650	41,387	17%	113,113
Admin & Operations (1/3 of Total)	265,367	167,381	63%	163,249
NET INCOME	\$ (24,717)	\$ (125,994)	510%	\$ (50,136)



2024 OPERATING BUDGET AIRSIDE

	BUDGET	YTD 2024		YTD 2023
AIRSIDE INCOME	2024	JAN-AUG	% Budget 24	JAN-AUG
Airline Landing Fees	\$ 48,500	\$ 30,376	63%	\$ 36,326
GA Landing Fees	545,000	464,212	85%	335,429
Land Leases	110,500	87,105	79%	87,331
State Fuel Tax Rebates	205,500	114,932	56%	118,476
TOTAL INCOME	909,500	696,625	77%	577,562
AIRSIDE EXPENSES	2024	YTD 2024	% Budget 24	YTD 2023
Airfield Lighting Maintenance	6,000	18,488	308%	19,826
Airfield Lighting Utilities	2,500	1,418	57%	1,598
Airfield Insurance	18,500	15,911	86%	17,427
Airfield Maintenance	82,000	76,572	93%	71,110
Airfield De-ice Material	72,800	36,503	50%	36,732
ARFF Building Insurance	550	473	86%	491
ARFF Consumables	6,500	225	3%	1,952
ARFF Maintenance	5,000	1,752	35%	288
ARFF Training	25,500	20,160	79%	17,450
ARFF Liability Insurance	17,000	29,741	175%	14,892
ARFF Utilities	5,500	3,672	67%	4,099
AWOS Maintenance	9,500	6,763	71%	13,770
AWOS Utilities	650	468	72%	453
Business Auto Policy	20,500	22,861	112%	19,918
Equipment Fuel & Oil	24,500	15,895	65%	20,216
Equipment Insurance	11,500	9,891	86%	10,034
Equipment Maintenance	55,500	45,933	83%	20,363
Equipment Maintenance Labor	12,000		0%	
Liability Insurance	12,800	7,465	58%	11,203
SRE Insurance	3,500	2,610	75%	3,010
SRE Utilities	10,500	5,562	53%	7,661
SWMP Maintenance	4,000	3,170	79%	1,045
LOC M & RNAV GPS M Maintenance	31,500	22,611	72%	25,749
TOTAL DIRECT EXPENSES	438,300	348,144	79%	319,287
Net Income Before Allocation of Admin Costs	471,200	348,481	74%	258,275
Admin & Operations (1/3 of Total)	265,367	167,381	63%	163,249
NET INCOME	205,833	181,100	88%	95,026



2024 OPERATING BUDGET ADMINISTRATION

	В	UDGET		TD 2024		TD 2023
ADMINISTRATIVE EXPENSES		2024	J	AN-AUG	% Budget 24	AN-AUG
Accounting Audit	\$	20,500	\$	5,625	27%	\$ 6,538
Administrative Salaries		295,500		216,647	73%	221,084
Bad Debts						
Bank Finance Charges		800		215	27%	
Copy/Computer Lease		6,500		2,721	42%	5,071
Dues & Subscriptions		42,000		32,676	78%	25,881
Employee Education		2,500			0%	387
Employee Medical Insurance		78,500		32,905	42%	23,734
Fringe Benefits		16,500		13,235	80%	13,319
Legal		38,500		10,970	28%	41,499
Marketing		100,000		38,540	39%	31,342
Office Supplies		6,000		2,724	45%	2,717
Payroll Expenses		97,500		92,370	95%	72,302
Postage & Shipping		2,000		610	31%	1,279
Retirement Benefits		41,500		25,169	61%	23,938
Public Officials Insurance		9,800			0%	
Telephone/Internet		28,500		23,047	81%	16,979
TRAA Meeting		6,500		2,615	40%	1,446
Travel		2,500		2,074	83%	2,089
Workman's Compensation		500			0%	143
TOTAL EXPENSES	\$	796,100	\$	502,143	63%	\$ 489,748

<u>Administrative Expenses</u> = Divided equally 1/3 FBO, 1/3 Terminal, and 1/3 Airside expenses.

TELLURIDE REGIONAL AIRPORT 2024 CAPITAL BUDGET

Aug-24

	2024	2024
CAPITAL INCOME:	BUDGET	ACTUAL YTD
Beginning Bank Account Balance	\$9,500,000	\$ 10,232,433
SIB Loan	\$10,000,000	\$ 3,382,537
Passenger Facility Charges	\$40,000	
FAA AIP Entitlement	\$1,445,080	
FAA AIG	\$1,311,944	\$ 31,500
State Grant - CDAG	\$1,000,000	
Rock Sales	\$260,000	\$ 129,249
Equipment Sales	\$12,000	
Interest Income	\$360,000	
TOTAL AVAILABLE FUNDS :	\$23,929,024	\$ 14,291,164
	2024	2024
CAPITAL EXPENSES:	BUDGET	ACTUAL YTD
AIP - 39 South Development Taxiway (B3) and Apron	\$2,970,000	
AIP - 38 ALP Update	\$285,000	\$ 136,020
SRE Hangar Addition	\$2,100,000	
Hangar Construction	\$8,500,000	\$ 2,818,779
Hangar SIB Loan (YR 1 of 10 Year Loan)	\$1,250,000	
Campus Water Treatment and Pump Building	\$500,000	
Approach Procedure - RNAV RY 09 GPS (X)	\$35,000	
Parking Lot / Terminal Improvements	\$125,000	
Security/Computer Equipment	\$18,000	
Airport Equipment	\$132,000	
Non Grant Funded - EMAS Repair (Billed to AIG Insurance)		\$ 337,093
Maintenance Tools	\$12,500	
Bank Fees	\$65	
TOTAL CAPITAL EXPENSES:	\$15,927,565	\$3,594,992
REMAINING CAPITAL INCOME:	\$8,001,459	
END OF YEAR OPERATING INCOME TRANSFER:	\$2,510,203	
ESTIMATED BEGINNING BALANCE FOR 2025:	\$10,511,662	\$11,990,848



TELLURIDE REGIONAL AIRPORT STATISTICS

AUGUST 2024	MONTH YOY 2024	MONTH YOY 2023	Percent Change
AIRCRAFT OPERATIONS			
General Aviation: Airlines:	1008 120	1222 122	-17.51% -1.64%
AVIATION FUEL SALES (GALLONS)			
General Aviation:			
100LL AvGas:	4,122	3,763	9.54%
Jet-A:	79,602	64,506	23.40%
Airlines:	2,229	3,577	-37.69%
Total:	85,953	71,846	19.64%
GA Passenger Enplanements: Airline Enplanements:	1792 1130	1839 1059	-2.56% 6.70%
TOTALS YTD	TOTAL YTD	TOTAL YTD	Percent
	2024	2023	Change
AIRCRAFT OPERATIONS			
General Aviation:	9,154	11,581	-20.96%
Airlines:	722	801	-9.86%
AVIATION FUEL SALES (GALLONS) General Aviation:			
100LL AvGas:	17,451	17,870	-2.34%
Jet-A	563,865	518,749	8.70%
Airlines:	16,817	18,533	-9.26%
Total Fuel:	598,133	555,152	7.74%
GA Passenger Enplanements:	9,938	12,198	-18.53%
Airline Enplanements	7,613	7,542	0.94%



DAC D328 Jet Service (30 pax)

