



**AIRPORT MANAGER'S REPORT
FEBRUARY 2020**



ERIE MUNICIPAL AIRPORT



AIRPORT FEES

THROUGH THE FENCE FEES



As reported in January, Airport staff invoiced residents and businesses for the Annual Through the Fence fees at the end of December. The fees were due on January 2, 2020.

LAND LEASE AND TIE DOWNS

Airport staff has invoiced and collected tie-down and land lease fees for February.



MORE INFORMATION PLEASE...

In response to an email from Town Administrator Malcolm Fleming, Airport Management will be providing in-depth information about Through the Fence Fees, Land Lease Fees and Tie-downs Fees at the May 26th Board of Trustees Meeting. The Board Report for the May 26th meeting will include details regarding the fees, such as how the fees are set, how much the fees are presently and when they were last adjusted . Airport Manager, Jason Hurd, will be present at that meeting and will discuss the fees and answer any questions that arise.

AIRFIELD SNOW REMOVAL

The Airport had several snow events in the month of February. Appropriate NOTAMS were issued and snow removal was completed.





NOISE COMPLAINTS

In January, Airport Management received comments from two residents from surrounding communities regarding concerns about noise. The Airport Manager has discussed the comments with both concerned parties. Airport staff has updated the Airport's Good Neighbor Policy to reflect the most updated development in the surrounding communities and will be reaching out to the residents with the updated information.

A copy of the Community Relations Program is included in this report

AIRPORT INSPECTIONS

Airport staff performed daily and weekly inspections of the airport. These inspections include but may not be limited to:

- Ensure all NOTAMs are current
- Check for FOD (foreign object debris). Remove as needed
- Inspect condition of the runway surface, and markings
- Inspect condition of the taxiway and connector surfaces and markings and perform routine maintenance as needed
- Inspect performance of runway and taxiway lighting and signs and perform routine maintenance as needed
- Inspect performance of navigational lighting performing routine maintenance as needed
- Inspect condition of the ramp areas
- Ensure tied down aircraft are secure
- Inspect all airport equipment and vehicles and perform routine maintenance as needed.
- Inspect all airport wind socks for wear. Replace as needed
- Inspect segmented circle. Perform maintenance as needed





FUEL ISLAND INSPECTIONS

Airport staff continues to perform daily, weekly and monthly inspections of the fuel island. These inspections include but may not be limited to:

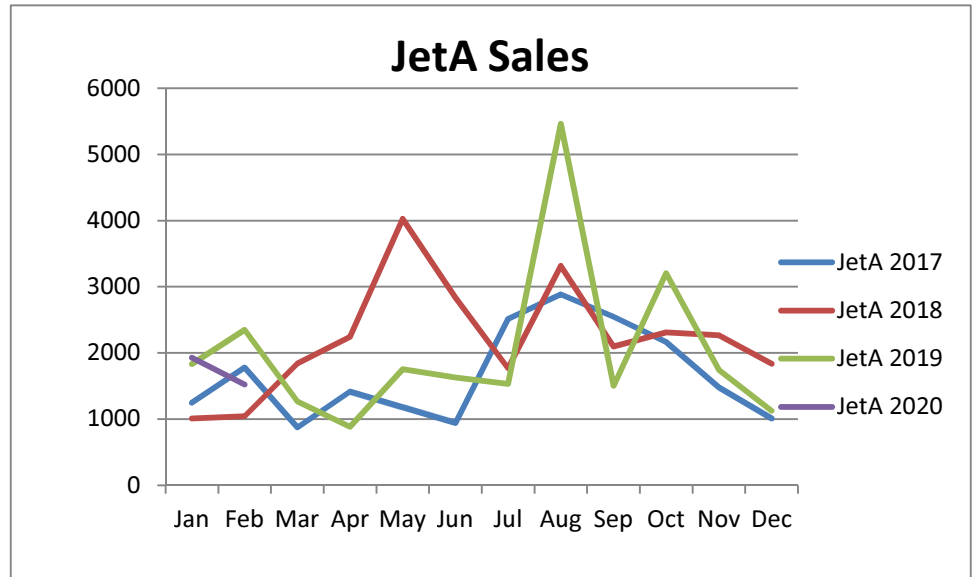
- Physical inspection of tank exteriors, including fitting, valves, connections, etc., for leaks
- Verify security of ladders
- Inspect tanks opening to ensure proper seal
- Inspect overfill prevention equipment and spill bucket
- Inspect tanks for contamination by water
- Inspect the area around the tanks for signs of leakage
- Verify fuel levels and alert Airport Management if fuel needs to be purchased
- Sump fuel tanks to check for contamination





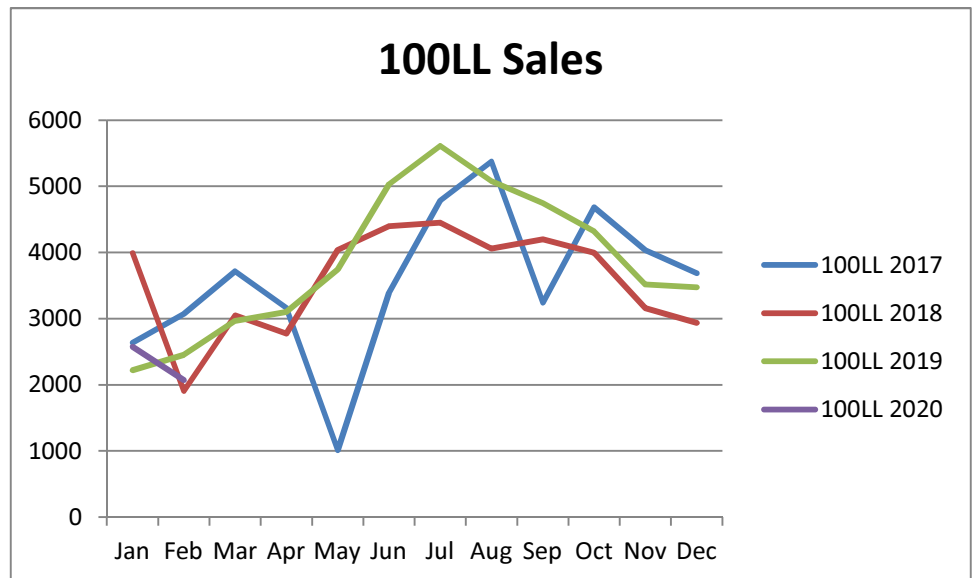
FUEL SALES – JETA

Month	JetA
Jan	1926
Feb	1523
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sep	
Oct	
Nov	
Dec	



FUEL SALES – 100LL

Month	100LL
Jan	2574
Feb	2072
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sept	
Oct	
Nov	
Dec	





The Erie Municipal Airport Community Relations Program

Developed by Vector Air Management



Revision 1.5 – January 2020



Introduction

When the Erie Municipal Airport was originally developed, the citizens of the Town of Erie were its closest neighbors. Now, in 2020, the airport is virtually surrounded by communities, some in the Town of Erie and others in neighboring Broomfield, Lafayette and Boulder County

Vector Air Management understands the importance of maintaining positive relationships with all of the communities surrounding the airport.

The following Community Relations Program outlines what Vector Air Management envisions for the future as the airport and the communities surrounding it continue to grow.

Goals and Objectives

The goals and objectives of the Erie Municipal Airport Community Relations Program are straightforward. Vector Air Management will:

- Maintain open lines of communication to all surrounding communities
- Educate pilots and the public on airport operations
- Educate the public about businesses and opportunities at the airport
- Represent the Airport in a positive manner and promote airport safety to both airport users and surrounding communities

Vector Air Management takes seriously its responsibility to build and maintain a positive relationship with the surrounding communities. We will continue to talk to and, more importantly, listen to what members of the community have to say and resolve any issues related to the airport in a respectful manner to the best of our abilities.



Community Relations Liaison

It is important that the surrounding communities understand that if an issue, question or concern arises that the community-at-large or an individual inside the community deems worthy of attention, that someone at the airport will listen and take seriously the concern presented.

During Vector Air Management's normal business hours, Airport staff will act as the liaison to the communities. After normal business hours, anyone contacting the airport will have the opportunity to leave a detailed message for Airport staff to respond to the next business day.

Vector Air Management staff will record all pertinent information and pass the information on to the Airport Manager, who will decide the appropriate course of action. The community member who contacted Vector Air Management will then be contacted by the Airport Manager.



Communication with Surrounding Communities

Vector Air Management has already established communications with several of the surrounding communities, with positive results.

To continue to keep the lines of communication open, Vector Air Management will:

- Invite community members to visit the airport
- Develop events designed for surrounding communities such as an Airport Open House
- Encourage schools and youth groups to contact us for educational opportunities
- Submit letters and articles to community newsletters informing community members of current airport activities
- Inform community groups of the opportunity to have airport staff attend homeowner and community meetings to address concerns and answer questions
- Listen and respond respectfully and to the best of our abilities to questions and concerns as they arise



Recommended Departures to the East

The Erie Municipal Airport has developed a procedure for *Recommended East Departures* from the Airport in order to help alleviate aircraft traffic over heavily populated areas. In addition, the Airport asks pilots to *Avoid Over-Flight* of populated areas, when possible.

RECOMMENDED EAST DEPARTURES FROM THE ERIE MUNICIPAL AIRPORT

Recommended Departures from Runway 33

- Climb in the standard traffic pattern to mid-field
- Turn east at mid-field
- Overfly the airport at mid-field to the east

Recommended Departures from Runway 15

- Climb in the standard traffic pattern to mid-field
- Turn east at mid-field
- Overfly the airport at mid-field to the east

When practical, avoid over-flight of populated areas in the vicinity of the Erie Municipal Airport.

Please note that these are RECOMMENDATIONS ONLY!

As Pilot-in Command of your aircraft, you are responsible for the safety of your aircraft.



Education

Vector Air Management believes education is critical when it comes to the relationship with our airport neighbors. We firmly believe educating members of the surrounding communities about airport operations is an important part of our role as Airport Management. We also believe that making airport users aware of noise sensitive areas plays a large part in community relations.

As part of our Community Education Program, the Airport Advisory Group (AAG) will post its meeting schedule and the public will be welcome to attend and address the Group with any concerns that may arise.

Vector Air Management will make available to the public printed material that will describe operations at the Airport and provide maps of the Airport traffic pattern that indicate noise sensitive areas. An integral part of the printed materials will be to educate community members of the types of business and opportunities that are available at the Airport – for example, Medical Helicopters, research companies and flight training to name a few.

Seminars during Airport events will be made available that will allow members of the surrounding communities and airport users to ask questions about airport operations.



Positive Airport Representation

Vector Air Management believes that the best way to have positive relations with the communities in the area of the airport is to have constructive, honest conversation with community members and community representatives. We will always communicate in a straightforward and respectful manner to any community member who contacts us with concerns.

As the Airport Management, our number one priority at the airport is the safety of airport users and the surrounding communities. We will strive to communicate with and educate the public and airport users to the best of our ability to ensure a safe and a harmonious relationship.