



## AIRPORT MANAGER'S REPORT JANUARY 2019



**Pilots N' Paws Rescue**



## **AIRPORT FEES**

### **LAND LEASE AND TIE DOWNS**

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



### **THROUGH THE FENCE FEES**

Airport Staff has invoiced and collected the 2019 Through the Fence Fees



### **AIRFIELD PLOWING**

Airport staff plowed the airfield twice in January. All appropriate NOTAMs were issued to alert pilots of the field conditions.

## **NOISE COMPLAINTS**

Airport Management did not receive any noise complaints during the month of January.

## **COMMUNITY RELATIONS**

Airport Manager Jason Hurd and his wife Rachelle are both very involved in the organization Pilots N' Paws. They continue to fly all over the country to rescue dogs, cats and other animals and bring them to Colorado for adoption. The latest trip was to Wichita, Kansas to rescue 10 cats. Those kitties will go Rezdogg and the Cat Care Society for adoption.





## **DRONE (UAS – UN-MANNED AIRCRAFT SYSTEMS) ACTIVITY**



Airport Management and Airport Staff continue to receive an increase in notifications of drone activity within five (5) miles of the airport. While Airport Management cannot give permission for UAS activity in the vicinity of the airport, UAS operators are required to notify Airport Management of their intent to fly within 5 nautical miles of the airport.

The Airport Manager has recently been in contact with the Anthem Ranch HOA exploring the potential banning of recreation and commercial drone operations completely or limiting drone operations to commercial operations only through HOA Rules. UAS operations within the vicinity of an airport are a challenge for both drones and for full-size aircraft. The goal of Airport Management is keep *all* aircraft safe – both drones and full-size aircraft.

## **AIRPORT INSPECTIONS – please see attached Appendix A for sample reports**

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 Performing routine maintenance as needed
- Inspect performance of runway and taxiway lighting and signs and performing 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 performing routine maintenance as needed.
- Inspect all airport wind socks for wear. Replace as needed
- Inspect segmented circle. Perform maintenance as needed



## FUEL SALE TOTALS

Total gallons of fuel sold in January:

JetA – 1833

100LL – 2153



**FUEL ISLAND INSPECTIONS** – please see attached Appendix B for a sample report.

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



## **APPENDIX A**

### **SAMPLE DAILY AND WEEKLY AIRPORT INSPECTION FORMS**

**ERIE MUNICIPAL AIRPORT - DAILY AIRPORT INSPECTION CHECKLIST**

DATE: \_\_\_\_\_ INSPECTOR: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

FUEL LEVEL REPORT		TANKS SUMPED	CONDITION	
			CLEAN	DIRTY
100LL		INITIALS:		
JET A		INITIALS:		

**ERIE MUNICIPAL AIRPORT - FOD INSPECTION**

LOCATION	REMARKS

**NOTAM INFORMATION**

NOTAMS CURRENT? YES: ☐ NO ☐

ADDITIONAL REMARKS:

**SPECIAL CONDITIONS CHECKLIST  
FOR NON-STANDARD INSPECTIONS ONLY**

FACILITY	CONDITION	REMARKS
139.313 / 139.339 SNOW AND ICE CONTROL	Surface Conditions	
	Wing Tip clearance	
	Obscured Signs or Lighting	
	NAVAID and Fire Access	
	Priority Taxi Lanes	
	NOTAM Validation (current?)	

ADDITIONAL REMARKS - SPECIAL CONDITIONS



# **ERIE MUNICIPAL AIRPORT WEEKLY AIRPORT INSPECTION CHECKLIST**

DATE: \_\_\_\_\_ INSPECTOR: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

S=SATISFACTORY

U=UNSATISFACTORY

FACILITIES	INSPECTED ITEMS	S	U	REMARKS
<b>RUNWAYS</b>	15 / 33 9/27 PUBLISHED CLOSED			
<b>TAXIWAYS</b>	Alpha Taxiway			
139.305-307	Pavement lip over 3"			
<b>PAVEMENT AREAS</b>	Hole 5" diameter, 3" depth			
	Cracks / spalling / bumps / depressions			
	FOD: garbage / gravel / debris-			
	All Aircraft Tied-Down Securely			
	Other: Please describe			
139.309	Erosion / bumps / ruts / holes			
<b>SAFETY AREAS</b>	Drainage			
	FOD: garbage / gravel / debris-			
	Vegetation			
	Object / frangible base			
139.311	Runway markings			
<b>MARKING AND LIGHTING</b>	Taxiway markings			
	Hold Lines			
	Runway / taxiway signs			
	Runway / taxiway lighting			
	Pilot Operated lighting			
	Obstructions to lighting - NONE			
	Damaged / missing / dirty			
	Inoperative lighting			
	Electrical vault			
139.323 AND 39.33	Approach lighting			
<b>NAVAIDS</b>	PAPI / REIL			
	Lighted windsock			
	Segmented circle			
	Rotating beacon			
139.331 AND part 77	Objects removed / marked / lighted			
<b>OBSTRUCTIONS</b>	Obstruction lights			
	Cranes / trees / vertical obstruction			
	Fencing/Gates/Signs			
<b>FUELING OPERATIONS</b>	Fuel Markings/Labeling			
	Piping Protected From Vehicles			
	Piping/Pumps-Bonded and Grounded			
	Fire Extinguishers-Inspected/Accessible			
	No Smoking Signs Posted			
	No Evidence of Smoking			
	Boldly Marked Emergency Cutoff			
	Wiring-Bad or Frayed-NO			
	No Fuel Leaks			
	Hoses in Good Condition			
	Grounding Reel/Clip-Operable			
	No Vegetation/Materials to Spread Fire			
	Explosion Proof Electrical Equipment			
	Other-Use Space Below			
139.335	Noise annoys signage			
<b>PUBLIC PROTECTION</b>	Crossing active runway signage			None in place
	Security gates			
	Fuel farm inspection (corrosion or fuel			
139.337	Dead birds / animals			
<b>WILDLIFE CONTROL</b>	Location of dead birds / animals			
	Alleviate animals			
<b>AIRPORT VEHICLES</b>	Inspected, Cleaned, Fueled			



## **APPENDIX B**

### **SAMPLE MONTHLY FUEL ISLAND INSPECTION REPORT**





Colorado Department of Labor and Employment  
Division of Oil and Public Safety - Compliance Section  
633 17<sup>th</sup> Street, Suite 500  
Denver, CO 80202-3610

Phone: 303-318-8500  
Fax: 303-318-8488  
Email: [cdle\\_oil\\_inspection@state.co.us](mailto:cdle_oil_inspection@state.co.us)  
Web: [www.colorado.gov/cdle/petroleum](http://www.colorado.gov/cdle/petroleum)

## AST MONTHLY VISUAL INSPECTION CHECKLIST

OPS Fac ID#: 8024	Facility Name: Erie Municipal Airport	Inspection Date:
Street Address: 395 Airport Drive		City: Erie ZIP: 80516
# of Tanks Inspected: 2	Tank IDs: 8024-4 / 8024-5 s/n 6929 & s/n 6554	
Any item marked "No" requires additional information to describe the condition and date the condition is corrected.		
ITEM	STATUS	COMMENTS / DATE CORRECTED
<b>Primary Tank and Piping</b>		
1 Is tank exterior (roof, shell, ends, connections, fittings, valves, etc.) free of visible leaks? <i>Note: If "No", identify tank and describe leak.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2 Is aboveground piping (valves, fittings, connections, pumps, etc.) free of visible leaks? <i>Note: If "No", identify location and describe leak.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3 Are ladders/platforms/walkways secure with no sign of severe corrosion or damage?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4 Are all tank openings properly sealed (capped, plugged, covered, blind flanged, etc.)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5 Is the tank liquid level gauge readable and in good working condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6 Is overfill prevention equipment in good working condition (overfill valve, audible alarm, etc.)? <i>Note: Verify operation of audible alarms.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
7 Is the spill container (spill bucket) empty, free of visible leaks and in good working condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
8 Is the primary tank free of water?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9 Is the area around the tank (concrete surfaces, ground, containment, etc.) free of visible signs of leakage?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10 Is the cathodic protection system in operating condition and functional? <i>Note: Inspection required every 60 days only.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
11 Rectifier reading Volts: _____ Amps: _____ Are these readings within manufacturer specifications? <i>Note: Inspection required every 60 days only.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>Double-Wall Tank</b>		
12 For double-wall tanks, is interstice free of liquid?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
13 For double-wall tanks, is interstitial monitoring equipment in good working condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>Containment (Diking/Impounding)</b>		
14 Is the containment free of liquid, debris, combustible materials, and empty or full drums/barrels?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
15 Are dike drain valves closed and in good working condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
16 Are containment egress pathways clear and any gates/doors operable?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>Other Conditions</b>		
17 Is the system free of any other conditions needing to be addressed for continued safe operation or that may affect the site SPCC Plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Inspector Information</b>		
Printed Name: Jason Hurd	Signature:	Date: