

**RESOLUTION NO. 2005-10**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO, ESTABLISHING THE ARCHULETA COUNTY AIRPORT ADVISORY COMMISSION**

**WHEREAS**, C.R.S. §§ 41-4-101 *et seq.* provide generally that the establishment, improvement, and operation of airports and other air navigation facilities are public governmental functions, exercised for a public purpose, and matters of public necessity; and

**WHEREAS**, C.R.S. § 41-4-402 authorizes the Board of County of Commissioners to acquire, establish, construct, own, control, lease, equip, improve, maintain, operate, and regulate airports and landing fields for the use of airplanes and other aircraft;

**WEHREAS**, C.R.S. § 41-4-106 authorizes the Board of County Commissioners to regulate the receipt, deposit, and removal and the embarkation of passengers or property to or from such airports; to exact and require charges, fees, and tolls, together with a lien to enforce their payment; to lease or assign for operation such space or area, appurtenances, appliances, or other conveniences necessary or useful in connection therewith; to own and operate aircraft; to employ pilots; to provide rules and regulations governing the use of such airport and facilities and the use of other property and means of transportation within or over said airport, landing field, and navigation facilities; to perform any duties necessary or consistent for the regulation of air traffic; to enter into contracts or otherwise cooperate with the federal government or other public or private agencies; and to exercise such powers as may be required or consistent in the promotion of aeronautics and the furtherance of commerce and navigation by air; and

**WHEREAS**, pursuant to the foregoing authorities, the Board of County Commissioners has established and currently operates the Archuleta County Airport, also known as Stevens Field (the "Airport"); and

**WHEREAS**, the Board of County Commissioners deems it desirable to have an advisory commission to advise and make recommendations to the Board of County Commissioners and the Archuleta County Airport Manager on matters concerning operations, safety, improvements, and maintenance of the Airport; and

**WHEREAS**, the Board of County Commissioners held a duly noticed public hearing on the 15<sup>th</sup> day of March, 2005 to consider this Resolution 2005-10;

**WHEREAS**, at the public hearing, based upon the evidence and testimony presented therein, the Board of County Commissioners made a finding that the establishment of an airport advisory commission is advisable;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ARCHULETA COUNTY, COLORADO AS FOLLOWS:**

1. Establishment of Airport Advisory Commission; Duties. The Archuleta County Airport Advisory Commission (the "Airport Advisory Commission") is hereby established. The Airport Advisory Commission shall act in an advisory capacity to the Board of County Commissioners and the Airport Manager in all matters relating to the Airport. The duties of the Airport Advisory Commission shall include, but may not be limited to, the following:

- a. Assist in the preparation, submission and recommendation of an annual budget for Airport operations, capital acquisitions, and capital improvements.
- b. Assist in the adoption, updating or amendment of Airport Minimum Standards, and the adoption, amendment, and the provision for the enforcement of rules, regulations, policies and procedures regarding the conduct of all tenants and others users of the Airport.
- c. Assist in the preparation and updating of an Airport Business Plan.
- d. Assist in the preparation and updating, on at least an annual basis, the Capital Improvement Program used by the Federal Aviation Administration and the State Division of Aeronautics to authorize and allocate grant funding.
- e. Assist in the preparation, updating and implementation of plans for Airport development, including but not limited to mid-field apron build-out, which plans shall include architectural standards,



hangar construction, aircraft parking facilities, utilities infrastructure, and long-term automobile parking, and submit such plans and updates to the Airport Manager and the Board of County Commissioners for approval.

f. Advise the Airport Manager and the Board of County Commissioners regarding all federal, state and local rules and regulations pertaining to Airport development and operations, including but not limited to, SPCC, storm water management, EPA requirements, building and fire codes, and local planning considerations.

g. Perform any such other and further duties and responsibilities as may become necessary from time to time to provide for the safe, efficient, and self-sufficient operation of the Airport.

2. Membership; Qualifications. The Airport Advisory Commission shall be composed of ten (10) members, seven (7) of which shall be appointed by and shall serve at the pleasure of the Board of County Commissioners. The remaining three (3) members shall be the County Administrator, Airport Manager and a representative appointed by the Town of Pagosa Springs, each of who shall be ex officio non-voting members of the Airport Advisory Commission. The ex officio member appointed by the Town of Pagosa Springs shall serve at the pleasure of the Town Council. All members must be residents of Archuleta County, Colorado and shall have reached the age of 18 years on the effective date of their appointment.

3. Term of Membership. Except for the County Administrator, the Airport Manager and Town of Pagosa Springs appointed member, each member's term of membership in the Airport Advisory Commission shall be three years; however, in order to establish, staggered terms, the seven initial appointed members shall serve terms of one, two or three years as designated by the Board of County Commissioners upon each member's appointment. Two initial members shall be appointed to a one-year term; two initial members shall be appointed to two-year terms; and three initial members shall be appointed to three-year terms. A member may be reappointed for successive terms. The County Administrator, Airport Manager and Town of Pagosa Springs appointed member shall serve as long as they hold the office which is designated as an ex officio member of the Airport Advisory Commission.

4. Vacancies. A member shall hold office until his or her successor has been appointed. Vacancies shall be filled by the Board of County Commissioners or, if the vacancy is in the ex officio position held by the Town representative, the Town Council shall fill the vacancy. A member may be removed by the Board of County Commissioners for any reason or no reason and a member may resign upon written notice to the Board of County Commissioners and the Airport Manager. Furthermore, unless excused by the Airport Advisory Commission, if a commission member fails to attend three regular meetings of the Airport Advisory Commission in any twelve-month period, or otherwise fails to perform any of the duties devolving upon him or her as a commission member, he or she may be removed by the Airport Advisory Commission and the original appointing entity shall fill such vacancy within sixty (60) days after such removal. Consideration of removal of a commission member shall be at a regular or special meeting of the Airport Advisory Commission, reasonable notice of which shall be given to the commission member and the Board of County Commissioners.

5. No Compensation; Expenses. A member shall receive no compensation for his or her services, but he or she shall be entitled to the necessary expenses, including traveling expenses, incurred in the discharge of his or her duties.

6. Meetings; Quorum. Regular meetings shall be held on a bi-monthly basis and shall be open to the public and conducted in accordance with the Open Meetings Law, C.R.S. §§ 24-72-201, *et seq.* Notices and agendas of public meetings of the Airport Advisory Commission shall be posted at the Archuleta County Courthouse. The Airport Advisory Commission may conduct such additional meetings as may be necessary to fulfill its responsibilities. A majority of the voting members of the Airport Advisory Commission shall constitute a quorum. Any or all of the commission members may participate in a regular or special meeting by, or the meeting may be conducted through the use of, any means of communication by which all persons participating in the meeting may hear each other during the meeting. A commission member participating in a meeting by this means is deemed to be present in person at the meeting. The Airport Manager shall prepare and submit a monthly report of operational activity and copies of available minutes of meetings of the Airport Advisory Commission to the Board of County Commissioners. Such report shall appear on a public agenda of the Board as a report submitted either in oral or written form. The Airport Advisory Commission may call upon the County's legal counsel for such legal services as it may require but shall coordinate such services through the County Administrator.



7. Officers. The Airport Advisory Commission shall select a chairman, vice-chairman, and secretary from among its members. These officers shall serve for one-year terms, which may be consecutive.

8. Conflicts of Interest. No member of the Airport Advisory Commission nor any immediate member of the family of any such member shall acquire or have any interest, direct or indirect, in any entity with whom the Board of County Commissioners has contracted with to plan, finance, construct, reconstruct, repair, maintain, manage or operate any property, project or program related to the Airport. If any commission member has such an interest, whether direct or indirect, he or she shall immediately disclose the same in writing to the Airport Advisory Commission, and such disclosure shall be entered upon the minutes. Upon such disclosure, such commission member shall not participate in any action by the Airport Advisory Commission affecting the project, property, or contract unless the Airport Advisory Commission determines that, in light of such personal interest, the participation of such member in any such act would not be contrary to the public interest.

This resolution shall be effective immediately upon its adoption and shall supersede any and all prior resolutions or ordinances of the Archuleta County Board of County Commissioners pertaining to the formation, composition or function of the Airport Advisory Commission or an Airport Advisory Committee including that adopted by the Board on December 14, 2004.

**DONE AND ADOPTED IN PAGOSA SPRINGS, ARCHULETA COUNTY, COLORADO, THIS 15<sup>th</sup> DAY OF MARCH, 2005.**

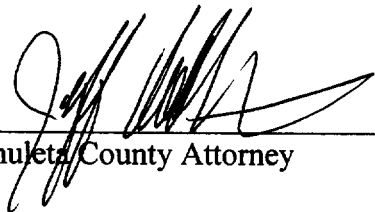
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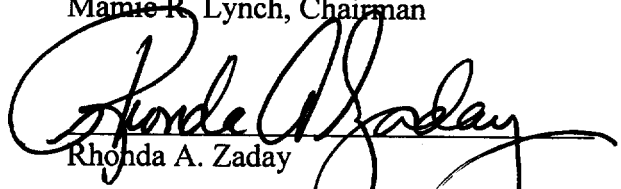
BOARD OF COUNTY COMMISSIONERS  
 ARCHULETA COUNTY, COLORADO

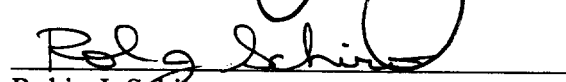
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 County Clerk June Madrid

absent  
 \_\_\_\_\_  
 Mamie R. Lynch, Chairman

APPROVED AS TO FORM;

  
 \_\_\_\_\_  
 Archuleta County Attorney

  
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 Rhonda A. Zaday

  
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 Robin J. Schiro

Vote: Mamie R. Lynch	<input checked="" type="radio"/> Aye	<input type="radio"/> Nay	<input type="radio"/> Recused	<input type="radio"/> Abstain	<input checked="" type="radio"/> Absent <i>KC</i>
Rhonda A. Zaday	<input checked="" type="radio"/> Aye	<input type="radio"/> Nay	<input type="radio"/> Recused	<input type="radio"/> Abstain	<input type="radio"/> Absent
Robin J. Schiro	<input checked="" type="radio"/> Aye	<input type="radio"/> Nay	<input type="radio"/> Recused	<input type="radio"/> Abstain	<input type="radio"/> Absent