

YAMPA VALLEY AIRPORT COMMISSION

April 8, 2021

Meeting

MINUTES

The regular meeting of the Yampa Valley Airport Commission (YVAC) was called to order via Zoom at 6:00 p.m. on Thursday, April 8, 2021.

YVAC members present:

David Franzel -- Resident of Routt County
Robin Crossan -- Steamboat Springs City Council member
Les Liman -- Aviation Community
Randy Rudasics -- Steamboat Chamber
Larry Mashaw -- Resident of Routt County
Chris Nichols -- Moffatt County/City of Craig
Tim Redmond -- Routt County Commissioner
Ed Corriveau -- Representing the Town of Hayden
Janet Fischer -- Steamboat Ski & Resort Corp.

YVAC members absent:

Matt Mendisco -- Town of Hayden (Alternate)
Jarrod Ogden -- Resident of Moffat County (Alternate)

Others present:

Kevin Booth -- YVRA
Stacie Fain -- KSBS
Sonja Macys -- Steamboat Springs City Council
Jeremy Lee -- Mead & Hunt
Sam Gilpin -- GoAlpine
Perry Kas -- American Airlines
Tim Ascher -- Atlantic Aviation

I. ORGANIZATIONAL MATTERS

1. Approval of Minutes -- February 11, 2021

Janet made the following change: page 5, #4: the passenger forecast was projected to be 10% down, not 14%.

MOTION

Randy moved to approve the minutes of the above cited regular YVAC meeting, as amended. Janet seconded the motion. **The motion carried unanimously.**

II. PUBLIC COMMENT

There was no public comment.

III. COMMENTS

Randy congratulated Kevin on a successful season, despite the challenges.

IV. NEW BUSINESS

1. COVID-19/Airport, Capital, Infrastructure Update - YVRA

Kevin reviewed the summer flight schedule, including United Express and Southwest flights from Denver and a direct flight from Dallas. This is a big improvement in the number of available seats over past years' service. Kevin said that increase in flights is causing YVRA to re-evaluate its summer staffing needs.

Kevin reviewed the AIP-50 and AIP-53 FAA grants for the snow removal equipment and the de-icing pad. The amount of the de-icing grant has been increased and, due to the newly announced ARPA grants, there will be no match required. This will save YVRA approximately \$475,000 in matching funds. Kevin said that ARPA also includes funding to assist vendors, in addition to airports.

Kevin reviewed the solar energy project to be funded through a DOLA grant with a local match of \$376,000 to come out of YVRA reserves. The project also includes back-up power for the terminal and airfield lighting. Kevin said that the paving project for the paid parking lot expansion is out to bid, and will be funded through reserves. He also reviewed the proposed rental car wash facility to be funded through CFCs. Kevin said an aircraft owner is planning to construct executive hangars near the FBO this year and next.

Kevin presented a site plan and indicated the location of the de-icing pads, which the FAA has proposed to push up for construction in 2021. The project was originally scheduled and bid for construction in 2022. He said that he will be meeting with a contractor to determine if they have the capacity to get this project completed this year. Kevin presented a slide demonstrating the location of the solar array and the new glycol storage pond. The back-up generators, which will be an element of this project, will allow the airport to operate during a power outage. He also presented slides to show the rental car wash facility site and the area where the overflow parking for rental cars will be located.

Kevin presented a site plan of the General Aviation development area east of the Atlantic Aviation. He indicated the location of the proposed new executive hangars and described the realignment of the road and the fence to accommodate additional hangars in the future. In response to a question from Les, Kevin said the hangars would have electrical service and gas, but no water or sewer. Les suggested that toilets should be required as a condition of approval for the project. Kevin said that public restrooms would likely be constructed in the future when the adjacent 35-acre parcel is developed.

Kevin reported that YVRA received a \$1.3M grant to support operations and maintenance, and \$30M in additional funding to support the tenant abatements currently in place.

In response to a question from Robin, Kevin said that the hangar developer would pay an annual land lease to YVRA. He said that future hangars would most likely be built by the FBO or by private investors, not by YVRA.

2. COVID-19/Airport, Capital, Infrastructure Update – KSBS

Stacie reported that most of staff has been vaccinated. The COVID-19 mitigations remain in place.

Stacie reported that KSBS qualified for \$30,000 in CARES act funding and an additional \$23,000 in CIRSA funding that will be applied to personnel and cleaning. These grant funds will free up existing funds to allow for the purchase rather than a lease of the ToolCat. There are no construction projects scheduled for this year, but a \$300,000 grant was awarded for the runway rehabilitation design.

Stacie said that the KSBS Master Plan received final approval from City Council on March 2, 2021. In addition, City Council approved the issuance of an RFP for hangar development on site of the existing gravel parking lot. She is working with City management to have the RFP released soon.

KSBS will be working with Garver, the Airport Engineering firm, to complete the design for the runway rehabilitation project that will take place in 2022. Stacie reviewed that the runway project will be a rehabilitation rather than a reconstruction. She reported that the 100-ft. runway width will be maintained and that the lighting will all be replaced. In addition, the PAPI will be replaced, along with the windsock. A second windsock will be installed. The taxiway and parallel connector will also be rehabilitated, with lighting on the taxiway. A CDOT grant has been awarded to assist with this project. The project will also include a new beacon that will be installed in a better and higher location than the current one on the AARF building, moving a windsock out of the object free zone, and adding a windsock on the north end of the runway.

Stacie said that the FAA is currently reviewing the instrument approaches into KSBS. She said that they are hoping to get a lower and straighter approach.

Stacie said the cameras that had been linked to the website have died. She said that new cameras will be installed and be back online in the next couple of weeks.

She said that she is working on a contract with L3 Harris on the installation of Automatic Dependent Surveillance–Broadcast (ADS-B) equipment, which would be an upgrade from the existing WAM equipment. Construction on this project will begin shortly after the contract is finalized. Stacie added that the contract includes the installation of a larger generator that will also serve as back-up power for the runway lighting system.

Stacie reported that at least once a week KSBS receives a phone call or visit from someone looking for the commercial airport. She said that messaging still needs to be improved. Robin asked what could be done to improve this situation. There was a discussion of the degree of the problem and how much it has to do with airline welcome announcements upon arrival. Stacie said that she feels it is a signage problem. She agreed to begin documenting the frequency and nature of the events.

In response to a question from Les, Stacie said that the timing of the hangar development project will depend on how long it takes the project to get through planning and the RFP approval process.

3. Atlantic Aviation

Tim reported that the season had gone smoothly, with the exception of nearly running out of fuel in mid-March during the big Front Range storm. He said that tracking the number aircraft that were turned away due to the lack of hangars revealed that 31 aircraft could

not be accommodated, but that it is difficult to know if these aircraft would have stayed if hangar space had been available because many of these people change plans often.

4. Air Service Update

Janet said that the winter flight service (for the 2020-21 ski season) had very high seat capacity – a 50% increase over the prior abbreviated year and a 32% increase compared to the plans for last year prior to COVID-19. She said that the total number of arriving passengers was 86,500 – which is up 9% over last year’s actual. The load factor was 54% overall, which is significantly lower than average. Fares were also down, so cost are going to be higher. Janet estimated that the full maximum cap (\$4.4M) on the flight guarantee program will be paid. This the first time the maximum will have to be paid.

The big increase in seats was a combination of two things, 1) mountain airports became very attractive to all airlines during COVID because it offered wide open spaces, 2) some airlines reacted competitively to the new Southwest presence in HDN.

Janet reviewed the marketing and incentives programs for the summer flights.

Kevin added that although the load factors were down locally, they out-performed the national average. Janet noted that there is a recovery underway at the major airlines.

Larry asked if the downward pressure on fares created by the presence of Southwest was a factor in the high cost of the flight program. Janet agreed that Southwest definitely brought fares down, but added that fares across the country were low. Larry asked if this could be used to renegotiate the cost of the program. Janet offered that there are many factors that will influence next winter’s program, and that it is too early to predict. She said that the ability to contract for next winter will be reduced due to the diminished reserves in the LMD. Sonja noted that there is an ongoing conversation of using a timeshare tax to help fund the program. Robin asked if airlines’ changes to aircraft that result in an increase in capacity affects the guarantee program costs. Janet said that if an airline increases capacity of non-contracted seats in HDN, it can affect guarantee program costs through dilution of overall capacity, which brings down load factors and revenue performance on all flights.

There was a discussion of the level of advocacy that is appropriate for members of the YVAC on issues that relate directly to the air service program. Robin and Sonja said that they will consult with the City Attorney to clarify this issue.

V. REPORTS FROM YVAC COMMITTEES

1. Infrastructure and Finance

David noted that the Intergovernmental Agreement had been approved and signed. Based on the agreement, Stacie and Kevin have provided guidance regarding what types of support would be most useful to them. They agreed that outreach is important. David reported the Finance Committee had met and discussed goals for 2021 and beyond. All agreed that the Finance Committee would be accepting the budgets (rather than approving them).

2. Community Outreach and Marketing

The Outreach Committee met and based on input from Stacie and Kevin, agreed to update the public presentation and be flexible on its length and content, as well as who will be presenting. Ski Corp has offered to assist with the graphics. David read a list of possible groups that may be interested in getting the presentation. He reviewed the content covered in the presentation and discussed other methods of outreach.

VI. MANAGERS' REPORTS -- provided via email

1. **Yampa Valley Regional Airport**
No questions.
2. **Steamboat Springs Airport**
No questions.

VII. SET DATE FOR NEXT MEETING

Kevin said that there will be conflict between the regularly scheduled June meeting and the Colorado Airport Operators' Association conference. The meeting was rescheduled to Wednesday, June 16, 2021.

VIII. PRELIMINARY AGENDA ITEMS FOR THE JUNE YVAC MEETING

IX. ADJOURN MEETING

The YVAC meeting was adjourned at approximately 8:00 p.m.

Minutes Approved: June 16, 2021

By: David Franzel
David Franzel, Chairman
Yampa Valley Airport Commission