

YAMPA VALLEY AIRPORT COMMISSION

February 13, 2019

Meeting

MINUTES

The regular meeting of the Yampa Valley Airport Commission (YVAC) was called to order at 6:00 p.m. on Wednesday, February 13, 2019 at Bob Adams Field, Steamboat Springs, CO

YVAC members present:

Janet Fischer – Steamboat Ski & Resort Corp
Rob Perlman – Steamboat Ski & Resort Corp
Steve Frasier – Resident of Routt County
Chris Nichols – Moffatt County/City of Craig
David Franzel – Resident of Routt County
Robin Crossan – Steamboat Springs City Council member
Les Liman – Aviation Community

YVAC members absent:

Zach Wuestewald – Representing the Town of Hayden
Randy Rudasics – Steamboat Chamber
Doug Monger – Routt County Commissioner

Others present:

Kevin Booth – YVRA
Mitch Walker – Mead & Hunt
Jeremy Lee – Mead & Hunt
Pat Burke – Atlantic Aviation
Tracey Rogalski – GoAlpine
Sonja Macys – Steamboat Springs City Council member

I. ORGANIZATIONAL MATTERS

1. **Sunshine Law Resolution**

Steve reviewed the Sunshine Law resolution regarding the posting places for meeting notices for 2019 in accordance with C.R.S. § 24-6-402. Robin suggested that someone should inquire whether the notices are also posted at the Centennial Hall.

MOTION

David moved to approve the Sunshine Law Resolution as presented. Les seconded. **The motion carried unanimously.**

2. **Approval of Minutes – December 13, 2018**

Les moved to approve the minutes of the December 13, 2018 regular YVAC meeting as amended. Robin seconded the motion. **The motion carried unanimously.**

II. PUBLIC COMMENT

Mitch said that he would discuss the YVRA terminal expansion project later in the meeting.

Steve said that he may be called away during the meeting. If so, David will be acting Chair for the remainder of the meeting.

III. COMMENTS FROM BOARD MEMBERS

Chris reported that Tinneal Gerber, YVRA Assistant Director, had visited Craig and made a presentation on the economic impact of YVRA on the Yampa Valley. He added that the Craig Chamber had cleaned up their area near the baggage claim and now has a current video running.

Rob reported that 85 representatives of the existing airline partners and a few representatives of potential new airline partners had attended the 20th annual Airline Summit. He said that about the same number of business leaders from the community had also attended. He stated that it was a very successful event. Janet added that the presentation on Wide Area Multilateration (WAM) aircraft surveillance system at YVRA was very well received.

IV. NEW BUSINESS

1. Airport, Capital and Infrastructure Update – YVRA

Kevin said that the season is now at its midpoint. He reported that fewer aircraft but more passengers have come through YVRA so far this winter. He said that the revenue generated from the additional passengers has mostly offset the reduction in landing fees. All other sources of revenue are doing well. Kevin reported that the PFC spending plan through 2039 was submitted and approved with no comments. Kevin reported that the no response has been received regarding the supplemental funding request made to the FAA.

Kevin reported that they are finishing up a test using GPS trackers on YVRA snow removal equipment to allow Chris and the Unicom operators to know the location of the equipment at all times. He said another firm is interested in having YVRA test their equipment during the second half of the season. He said that knowing the location of the equipment, particularly in low visibility conditions, will improve safety. Kevin said that geo-fencing will also alert the Unicom controller if anyone crosses the electronic barrier around the runway.

Mitch Walker reviewed a site plan of the YVRA terminal hold room expansion and ticketing area expansion. He said that proposed connection between Gates 4 & 5 will add capacity and flexibility, and alleviate congestion. Mitch pointed out the existing bottleneck on a site plan of the terminal. He also reviewed the proposal to enclose the curb-side check-in area and revise the way oversize bags are handled. Mitch presented a photo of the old façade and reviewed the plan to remove the metal panels, refinish the area to match the rest of the building, replace the windows and doors, and equip the doorways with vestibules for weather protection. Kevin briefly discussed the plan to rebrand YVRA in the near future and revise the signage on the air side of the terminal. There was a discussion of the need for any new signage to reflect the regional aspect of the airport while acknowledging that most winter passengers are coming to Steamboat to

ski. Kevin said that the terminal expansion project, which will be accomplished in 2019, will cost approximately \$2.2 - \$2.3 million. He said that the project would be financed out of FAA entitlement funds and airport reserves; the airport reserves to be paid back with future entitlement funding. A large portion of the 2019 entitlement funding will go towards seal-coating airside asphalt surfaces and a new piece of snow removal equipment.

Kevin presented an overview of 2018 year-end financials. He noted that there were more cancelled flights in 2018 than in 2017, and airport concession revenue was down slightly. All other areas are positive, including the restaurant and the gift shop. He noted that the catering business is growing. Kevin presented a summary of January 2019 financials, which are about the same as 2018, with fewer flights and higher load factors.

2. **Airport, Capital and Infrastructure – KSBS**

Stacie was absent.

3. **Atlantic Aviation Update**

Pat reviewed the site plan for the new Atlantic facility, highlighting the vehicular and aircraft traffic flow, the enlarged parking area, the ramp, the de-icing area and the equipment parking area. The main FBO building will be 4,900 sq. ft. Pat presented floor plans and elevation drawings of the building.

Chris asked about GA communication with Unicom. Kevin noted that there will be signage directing all GA pilots to contact Unicom. Pat said that rental cars, shuttles and courtesy cars will be on site. Kevin noted that with Atlantic's move to the new location, space will be freed up for additional commercial aircraft parking near the terminal. He said that improvements to the pavement in that area will be made in the future. Kevin said that the separation of the GA and commercial aircraft traffic will improve safety, although fuel truck traffic will increase on Taxiway A. Pat said that the security fencing will be installed soon, with construction to begin March 1st.

4. **Air Service Update**

Janet said that they expect the direct flight season to end with 7 – 8% fewer total arriving seats than the prior winter, but with increased load factors. Average fares are down slightly. Janet noted the large number of cancellations this season, particularly on the American Airlines Chicago route. Janet noted that Jet Blue does not participate in covering cancelled flights on other airlines. There was a discussion of airline policy regarding delays and cancellations.

5. **Other Discussion**

In response to a question from Les, Kevin reviewed the Wide Area Multilateration (WAM) system.

V. **REPORTS FROM YVAC COMMITTEES**

1. **Community Outreach and Education**

David said that although they had not made any presentations in about a month, they continue to be available if anyone knows of organizations that are interested. He reported that the Rotary presentation had gone well.

2. **Marketing and Planning**

No report.

3. **Infrastructure and Finance**

No report.

VI. **MANAGERS' REPORTS** – provided via email

1. **Yampa Valley Regional Airport**

Les asked about the remote tower test in Ft. Collins. Kevin said that the live test has been pushed back. He said that YVRA is likely to be the second location to get the technology in Colorado.

2. **Steamboat Springs Airport**

Absent.

VII. **SET DATE FOR NEXT MEETING**

The next meeting will be held on Thursday, April 11, 2019 at YVRA.

VIII. **PRELIMINARY AGENDA ITEMS FOR THE APRIL YVAC MEETING**

IX. **ADJOURN MEETING**

The YVAC meeting was adjourned at approximately 7:15 p.m.

Minutes Approved: April 11, 2019

By:

David Frasier Vice Chairman
Steve Frasier, Chairman
Yampa Valley Airport Commission