

YAMPA VALLEY AIRPORT COMMISSION

June 16, 2022

Meeting MINUTES

The regular meeting of the Yampa Valley Airport Commission (YVAC) was called to order in-person and via Zoom at 6:00 p.m. on Thursday, June 16, 2022.

YVAC members present:

Michael Buccino – Steamboat Springs City Council member
Janet Fischer – Steamboat Ski & Resort Corp
Tim Redmond – Routt County Commissioner
Chris Nichols – Resident of Moffatt County
Larry Mashaw – Resident of Routt County
Stephen Birch – Resident of Routt County - Aviation Community
Randy Rudasics – Resident of Routt County - General Business

YVAC members absent:

Robin Crossan – Steamboat Springs City Council member
Les Liman – Resident of Routt County - Aviation Community
Matthew Mendisco – Town of Hayden (Alternate)
Rob Perlman – Steamboat Ski & Resort Corp
Sean Hovorka – Resident of Moffatt County (Alternate)
Ed Corriveau – Representing the Town of Hayden

Others present:

Kevin Booth – YVRA
Stacie Fain – KSBS
Shea Pepin – KSBS
Jake Hoban – Garver Engineering
Jeremy Lee – Mead & Hunt
Tim Ascher – Atlantic Aviation

I. ORGANIZATIONAL MATTERS

1. Approval of Minutes – April 14, 2021 MOTION

Steven Birch moved to approve the April 14, 2022 meeting minutes; Randy Rudasics seconded.

Discussion:

Mashaw thought he saw something weird on the timeline of when they were going to set up the staging and repave the Steamboat Airport. He wanted to be sure the dates were right.

The motion was amended to approve the minutes with any changes that may be necessary.

The motion carried unanimously.

more efficient for our uses. We'll put our Oshkosh in the auction for this summer, and then we'll use the Rolba as the back-up. As soon as soon as we acquire the third loader, we'll sell the Rolba, and then we'll put that loader into our fleet department and eventually transition our other loaders to Caterpillar. The plan was well received by the City.

We will have a straight-in, safer approach on July 1 for categories A, B and C aircraft.

The ADS-B tower is going in right now; should be done in a couple weeks.

At the end of July, CDOT will show up to install the CDOT cameras. We are the last airport in Phase III of their camera program. So, we will have four cameras showing the real time weather conditions.

CDOT has promised \$200,000 matching funds for a self-serve fuel station in late 2023, so I'm hoping in the budget process that the City and City Council will have the other \$200,000 in the CIP. But generally, if it's something for which we have matching funds, it fairs well in the City CIP process.

Ground Leases: We got the ground lease template Three Eagle. Finance was happy with the way that we had set it up. We have gotten the language approved through the city insurance company. We have a second insurance company over top of that at the airport, and they have not responded yet. As soon as it comes back, I will send it through the City Manager and then send it out to the tenants to comment. I believe it just needs to be approved by the City Manager, not adopted by Council. Then, it will go out to the tenants that are coming up for renewal. We're trying to avoid the need to for the tenants to have their aircraft insured that are in the hangar, thus they will just need hangar insurance and liability insurance.

We have about \$20,000-\$25,000 in the Airport Endowment Fund, about a quarter of the way there before we can pull 4.5% from the account each year that can be used for airport improvements

Runway Rehab, Terminal Area Improvement:

Jake Hoban, Project Manager, Garver Engineering:

The contractor has mobilized to the site, and they're starting to construct the haul road. They have until the end of the month to wrap that up, then they'll begin their asphalt test strip on the taxiway with the plan to close the runway down starting on July 12 through July 26. So, there will be a little more traffic at Yampa Valley.

In the last few weeks, we've met with City Planning and Engineering to get a plan moving forward for the permitting and the Planning and Engineering approval process for the Terminal Area Improvement project. We've gotten support from all parties, and we have a plan to get the permitting and design done this summer, fall and winter. We hope to start construction of Phase I next summer.

2. COVID-19/Airport/Capital/Infrastructure Update - Kevin Booth

It was a good conference in Grand Junction; they did a super job. They put together a playbook for folks like us who might host in the future, which will be helpful.

the timeline, we'll probably make our recommendation about a week later than we thought, but we expect to make a recommendation to the BCC on the 28th.

We got our first new scanner at the TSA checkpoint. They're going to do their acceptance test tomorrow and demo it for me with real bags and things. It's not any faster than the ones we had, but the image the TSA workers see is much better, and they can manipulate the 3D image. The idea is you don't have to pull the bag off as often to identify items in the bag. So, even though the bags don't move any faster, the process is faster. There are three of those new scanners to go in. They're doing one per week, and they're doing it at night, so it's having minimal impact.

The rental carwash project is challenging us. We opened bids, and they were way too high. We really only got one bid. It's a contractor that we trust; they did the terminal expansion that wrapped up in 2020, but there were some things in the bid that didn't make sense. The clock is ticking because they've got to order the building. So, we can't wait much longer; we've got to either pull the trigger or figure out a workaround for this winter. I'm still optimistic that we're going to get there. We continue to work with the contractor.

We're waiting to bid a second project which is sequential with the carwash; that's paving Piper Lane and building two overflow rental car parking lots. Hertz is already banging on the door because they want to put charging stations out there. They don't want any money; they just want us to tell them where they can do it, and they'll start installing those.

One admin technician resigned in May from our staff of five in admin. That position is an HR and payroll technician. We're struggling to get applications for the position.

Commissioners approved additional FTEs for us to get a second security coordinator. We're working through HR to get the pay scale for that position and then we'll be trying to hire.

We're still down a part-time, year-round janitor, so we have one position for a janitor at 25 hours a week, and we're having trouble filling that.

I also got approval from commissioners to plus up in the OSS division by one full-time firefighter. We're hiring a new Superintendent and our acting Superintendent will again become a Captain.

Other than that, we're healthy. Maintenance is fully staffed; food service is doing well; we're okay in the admin section.

We expect to see some people flying into the Airport for the Rainbow Gathering. We're not really doing anything other than talking to Hayden PD and reporting to them if anything looks out of place; educating our staff to be even more alert than they are every day and to report anything that doesn't look right.

Mashaw: There's more than a little bit of softening at this point. There's so much availability on July 4, it's pretty crazy. A lot of the occupancies being driven right now are by second homeowners and not by renters. They have a place here, so they're more inclined to come. We'll see if it changes close in, but there are definitely storm clouds on the horizon for not just this summer but next winter. It's nothing drastic. The high end is still booking; most people know they're still coming. But certainly at the moderate and lower end, it's pretty easy to see that the concern of the economy is real for people spending discretionary money to go on vacation.

Fischer said the airfares are definitely way up from a year ago.

Birch asked if American is considering using smaller aircraft for Chicago; Fischer said flights would probably be less frequent.

Birch asked if reducing the frequency of flights would affect the guarantee; Fischer said it would.

Birch wondered why Steamboat would want to pay these airlines when they're running a less attractive schedule.

Fischer: In some cases, it's a way for us to keep it. Their costs have changed because of fuel, dramatically. Fuel is a big part of the formula for the minimum revenue guarantee. We're nonstop from all of United's seven domestic hubs; we want to keep all of them. They also have a stronger opportunity cost for us. Where are they going to use their pilots? We're not their first choice. Our costs to contract are definitely going to be higher because of those reasons.

Rudasics wondered about the reserves.

Fischer: The City Finance Department does the revenue forecasts. For 2022, the reserves are now being estimated much higher than they were just a couple months ago. A couple months ago they were being estimated at 2.5 million, and just a couple weeks ago, Kim is estimating them at 3.3 million.

At the end of 2022, the estimate for the reserves in the LMD is 3.7.

Chris Nichols wondered how long the industry would be feeling the pilot shortage.

Booth said there is a proposal to raise the retirement age, which is getting a lot of pushback from the Pilot's Association and some airlines that would rather fix the pipeline than deal with the health issues of aging pilots. The airlines have lobbied for changes to minimum hours to qualify. Booth said he agrees with that. Booth did not believe there would be a quick fix.

Fischer pointed out that airlines are creating their own training centers to try to speed up the process.

Birch mentioned a training center expansion in Denver.

4. Atlantic Aviation Update – Tim Asher

VII. SET DATE FOR NEXT MEETING

The next meeting will be August 11 at Bob Adams Field.

VIII. PRELIMINARY AGENDA ITEMS FOR THE AUGUST YVAC MEETING

None.

IX. ADJOURN MEETING

The YVAC meeting was adjourned at approximately 7:30 p.m.

Minutes Approved: August 11th
April 16th, 2022

By: Tim Redmond
Tim Redmond, Chairman
Yampa Valley Airport Commission