

ROOSEVELT CITY AIRPORT BOARD
NOTICE AND AGENDA

February 11, 2021

Notice is hereby given that the Roosevelt City Airport Board will hold its regular meeting on Thursday, February 11, 2021, at the Roosevelt City Offices, located at 255 S. State Street, which meeting shall begin promptly at 5:30 p.m.

The agenda will be as follows:

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|--------------------------------|-------------|
| 1. Call to Order | |
| 2. Roll Call | |
| 3. Minutes..... | 1-2 |
| 4. Business | |
| a. Leon Ross Hangar Discussion | |
| b. Lease Agreement Review | |
| 5. Report from City Council | |
| 6. Adjourn | |

ROOSEVELT CITY AIRPORT BOARD
MINUTES OF A REGULAR MEETING

January 7, 2021

The meeting was called to order at 5:35 p.m. by Mayor JR Bird.

A roll call was taken which showed board members Shaun Denver, Hunter Webb, Clyde Stansfield, Colton Roberts, Chris Oakes, and JR Bird were present.

Nominations & Selection of Chair, Vice Chair, and Secretary

Shaun Denver nominated Colton Roberts to serve as Airport Board Chair. Mayor JR Bird seconded the nomination. No other nominations were put forward. Those voting Aye were Shaun Denver, Hunter Webb, Clyde Stansfield, Colton Roberts, Chris Oakes, and JR Bird. Motion passed unanimously.

Colton Roberts nominated Shaun Denver to serve as Airport Board Vice Chair. Clyde Stansfield seconded the nomination. No other nominations were put forward. Those voting Aye were Shaun Denver, Hunter Webb, Clyde Stansfield, Colton Roberts, Chris Oakes, and JR Bird. Motion passed unanimously.

Clyde Stansfield nominated Chris Oakes to serve as Airport Board Secretary. Colton Roberts seconded the nomination. No other nominations were put forward. Those voting Aye were Shaun Denver, Hunter Webb, Clyde Stansfield, Colton Roberts, Chris Oakes, and JR Bird. Motion passed unanimously.

Main Hangar Door Discussion

The City has been researching the installation of a new hangar door at the airport. One bid was approved initially; however, costs increased over time until the total was over \$60,000, which the City feels is cost prohibitive. Other options are now being researched. The approximate cost of repairing the existing hangar door would be about \$10,000 for parts, not including labor and installation. Another option being pursued is a company in Salt Lake City that does all the construction and installation in house, as well as providing ongoing maintenance if necessary. Their doors are all welded construction, not bolted, and only have hinges where the door attaches to the frame. The existing frame is in good condition. They visited the airport today and spent approximately two hours on measurements and evaluation of the hangar. No pricing has been put together from them yet.

Building Remodel/Improvement Discussion

After the hangar door is complete, the next step is to redo the roof of the main hangar. Once the shell of the building has been improved, then improvements can start on the interior spaces, such as improved heating and an improved pilot's lounge. The City budgets approximately \$37,000 each year for building maintenance and improvements, so projects will be planned within that budget range. Several large future projects are also planned for the airport, including fully fencing the area and moving the existing fuel tanks. The board discussed the possibility of switching from a fuel farm to fuel trucks, or possibly adding a fuel truck to the existing

infrastructure in order to better service jet traffic. Selling fuel is a significant enough source of revenue that the board generally agrees that it would be worth the cost to add a fuel truck at the airport. The overall goal is to improve the facilities and image of the airport in a way that invites business.

Preliminary Lease Agreement Discussion

Mayor Bird stated that the current airport leases are not competitive with any surrounding airports. At present, the City's residential lease rates are the second highest in the State while commercial lease rates are the third or fourth highest. Additionally, the lease agreements are very restrictive. Mayor Bird would like to see the lease rates reduced to a competitive range with similar airports and see restrictions pared down to only those required by the FAA. Kimberly Sylvester from J-U-B Engineers will be working with the board to establish new lease agreements. She will be present at the next board meeting. Mayor Bird will send out copies of the current lease agreements for the committee to review before the next meeting.

Additional Building Discussion

The board will begin the process now of acquiring at least three bids for a new roof on the main hangar. Construction will likely have to wait until June when the new budget year begins, but that will depend on price. Mayor Bird will research the airport's building budget. The committee does not make budget decisions, but does make recommendations to Council, so the group will work together to form a plan for future airport improvements.

Adjourn

The meeting was adjourned at 6:55 p.m.