

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
MARCH 13, 2019

MEMBERS PRESENT

Chief Jim Wamsley
Dr. Pete Jensen
Mr. Bret Pizzato
Mrs. Kelly Sugihara
Mayor Pete Rust

OTHERS PRESENT

Devon Brubaker, Airport Director
Shannon Lucero, Business Manager
Jonathon Lamb, CPA

MEMBERS ABSENT

City Councilor Glennise Wendorf
Commissioner Jeff Smith

Chief Jim Wamsley called the meeting to order at 1:00pm

Approval of Minutes

Moved by Mr. Bret Pizzato, seconded by Mayor Pete Rust to approve the minutes of the February 20, 2019 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Chief Jim Wamsley, seconded by Dr. Pete Jensen, that the vendor payments presented to the Airport Board on March 13, 2019 in the total sum of \$244,265.79 be approved for payment and that the payment of employee salaries and benefits, as reflected in the monthly financial statements submitted to the board, likewise be approved. Motion carried unanimously.

Moved by Dr. Pete Jensen, seconded by Mrs. Kelly Sugihara to accept the February 2019 Financial Statements. Motion carried unanimously.

Director's Update

Director Devon Brubaker updated the Airport Board on the following topics:

- a. Fuel Farm Reserve
- b. Air Service
- c. Airport FY2020 Budget
- d. Board Retreat - March 23rd
- e. Re-Write of Airport Minimum Standards
- f. Supplemental Airport Improvement Program (AIP) Funding
- g. Airport Update at County Commissioner Meeting
- h. Upcoming Travel
- i. FBO Statistics
- j. Passenger Statistics
- k. Flood Marketing
- l. Terminal Feasibility Study
- m. Commercial Terminal Design

NEW BUSINESS:

Motion to approve Amendment #1 to the Avis Rent-A-Car Concessionaire Agreement

Following discussion, Dr. Pete Jensen moved to approve. Seconded by Mr. Bret Pizzato.
Motion carried unanimously.

Motion to approve Amendment #1 to the Budget Rent-A-Car Concessionaire Agreement

Following discussion, Dr. Pete Jensen moved to approve. Seconded by Mr. Bret Pizzato.
Motion carried unanimously.

Discussion regarding Fuel Farm Financing

Following discussion, no action was taken.

Motion to approve the increase of the Fuel Farm Replacement Fee from \$0.10 to \$0.15 effective immediately.

Following discussion, Mayor Pete Rust moved to approve. Seconded by Mrs. Kelly Sugihara.
Motion carried unanimously.

Motion to award Audit Services for FY2019 through FY2023 to McGee, Hearn & Paiz, LLP

Following discussion, Dr. Pete Jensen moved to approve. Seconded by Mr. Bret Pizzato.
Motion carried unanimously.

Motion to approve a 3% increase in Hangar Rental Fees effective July 1, 2019

Following discussion, Mr. Bret Pizzato moved to approve. Seconded by Mrs. Kelly Sugihara.
Dr. Pete Jensen abstained. Motion carried.

Adjourn

At 1:52pm the Rock Springs-Sweetwater County Airport Board meeting adjourned.



Chief Jim Wamsley, Chairman



Dr. Pete Jensen, Secretary/Treasurer

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager