

Grand Prairie
— T E X A S —
AIRPORT

23 MAR 2020

SUBJECT: AIRPORT OPERATIONS AMID COVID-19 PROTOCOLS

Dear Tenants & Stakeholders,

As Dallas County begins a shelter in place tonight at midnight, I wanted to clarify how this will affect the Airport which is located in Tarrant County. Pursuant to local guidelines all the way up to Federal guidelines, airports are essential to the air transportation infrastructure; therefore, Grand Prairie Municipal Airport shall remain open and operational to all tenants, stakeholders, and transient aircraft until further notice. Airport businesses are encouraged to operate so that the air transportation infrastructure remains strong. We still need Medevacs, aircraft maintained and tested, and new pilots licensed. I leave it to the businesses to decide which operations they want to continue, but all are essential to the air transportation infrastructure, thus exempt from a shelter in place order at this time according to guidelines. Please exercise the CDC protocols to avoid COVID-19 as much as practical especially in crewed aircraft.

The Airport Administration and Operations shall continue to conduct safety checks about the Airport, order fuel, conduct billing and process tenant requests and applications for leases. The Airport staff will be moving to a skeleton crew with only two essential staff positions occupied on the Airport at any one time. One will be in the administration office, while the other will be performing grounds maintenance. The lobby, café and Airport Administration side of the terminal building shall be locked down from public access. Only Airport staff and tenants of the terminal building shall have access in order to comply with CDC guidelines. Please call or email the following staff for assistance: Mike Day 972-237-7592, mday@gptx.org or Elsa Delgado 972-237-7591 edelgado@gptx.org. We will also be going paperless for all forms and lease applications. These can be downloaded from the Airport website at: <https://www.gptx.org/city-government/city-departments/airport>. Please DO NOT try to hand deliver filled out forms or rent checks to the Airport Administrative window. Mail payments or send electronically. Scan or photograph filled out forms then email them to Mike or Elsa.

The Air Traffic Control Tower is operational under its normal hours as listed in the Chart Supplement (formerly the A/FD). They are no longer accepting visitors.

All tenants and stakeholders will continue to have normal access to the Airport except as listed above in the terminal building.

The Café is open for take-out only Mon-Sat 7-3pm. I encourage you to patronize them to ensure we have a café in the future.

The storm damage hangar repair project will continue on schedule.

Please contact us if you have any questions.

Sincerely,



Mark J. Divita, C.M.
Airport Director

Cc: Deputy City Manager/Chief Operations Officer