

CEDAR CITY REGIONAL AIRPORT
BOARD MEETING
JANUARY 17, 2018

A regular meeting of the Cedar City Regional Airport Board was held on Wednesday, January 17, 2018 at 8:00 AM in the Conference Room of the Airport located at 2560 West Aviation Way, Cedar City, Utah.

PRESENT:

Bill McVay, Member	Rick Patton, GDA
Terri Hartley, Member	Jeremy McAlister, GDA
Burt Poulsen, Member	John Appel, Citizen
Dale Brinkerhoff, Member	Kirt McDaniel, Aviation
Scott Truman, Member	David Dyches, SUU
Mark Leavitt, Member	Ryan DeJohng, SUU
Jeremy Valgardson, Airport Manager	Casey Nelson, SkyWest
Chris Reid, Airport Staff	J.J. McGuire, Sphere One
Kathy Dahl, Executive Secretary	

ABSENT/EXCUSED:

Vaughn Montgomery, Member
Jyl Shuler, Chairperson

Hartley moved, McVay seconded and motion carried unanimously that Truman be appointed Chairman, Pro Tem, for this meeting.

Truman welcomed everyone and called the meeting to order.

APPROVAL OF MINUTES

Hartley moved, Poulsen seconded and motion carried unanimously that the minutes from the December 14, 2017 meeting be approved.

INFORMATIONAL ITEMS

- GDA

Deferred their comments to later in the meeting during their presentation of the Master Plan.

- TSA – No one was present.
- BLM – No one was present.
- FBO

J.J. McGuire from Sphere One reported that they have hired a new A&P mechanic. Fueling is running smoothly with SUU and everyone else on the field. They are getting a few big jets coming in. No deicing yet this year.

They are still waiting for permission from the FAA to move forward on their expansion project.

Sphere One is also in the process of trying to lease a second lot for a second hangar which is on a site on the airport designated for FBO expansion or a second FBO. They are also trying to lease additional area behind it for parking space for their fuel trucks. In answer to query from Leavitt, Valgardson stated that according to the Master Plan of the Airport, this is the only other designated spot for an FBO, but the Airport is open, and if that spot gets taken we will free up other land for FBO use. Once Sphere One has everything in order, it will come before the board for approval.

- MSC Aerospace – No one was present.
- Jviation

Kirt McDaniel from Jviation reported that the Prairie Dog Fence Project was completed at the end of last month and the final inspection was last week. That project will now be closed out. The Taxiway/Ramp Project will start in the March-April, 2018-time frame, and the Runway Rehabilitation Project design is on the way. Jviation has the submittal for 60% design due next month to the FAA for the Runway Rehabilitation Project.

- SUU

David Dyches, with SUU reported they have 100 rotor-wing students and 120 fixed-wing students this semester which is a huge increase for them. In the fall of 2016 there were only 28 fixed-wing students, but about the same number of rotor-wing. Their capacity in the flight program would be 300 – 150 rotor and 150 fixed wing students. They will be close to that this fall semester.

The flight program has received preliminary approval from SUU to add an FAA Section 147 A&P maintenance mechanic program. This still requires approval from FAA. FAA is in the middle of changing the requirements for the Section 147 program. SUU is trying to decide if they should wait or start the program and transition over when the new rules go into effect. They are planning on enrolling students in that program in the fall of 2018. At this time, SUU is planning on starting the program in conjunction with Southwest Applied Technology because under the current requirements, they do have some of the facilities that the program needs, such as welding, fabrication, etc. Under the new rules these requirements will be done away with, but SUU is reaching out to SWAT and hopefully they can put together a cooperative program.

The 147 program is being modified due to changes in technology. SUU is also trying to partner with Boeing, who has acquired a company that does 3-D modeling for repairs. If SUU can partner with them, they hope to be able to utilize that software.

SUU currently has 13 rotor-wing aircraft, 10 are owned and 3 leased; and 12 fixed-wing aircraft which are all owned by SUU.

Dyches also reported that SUU is making an accreditation change adding a Bachelor of Aviation Degree. This is a big factor in speeding the student into the job market. A student can receive a 250-hour reduction in the required flying time with a

Bachelor's Degree compared with an Associates. The full hour requirement is 1,500. With an Associates of Aviation Degree that hour requirement is 1,250. With the Bachelor of Aviation Degree that requirement is only 1,000 hours to be able to be hired by the airline industry. SUU is in the final stages of having that ready for the fall of 2018.

Ryan DeJong of SUU stated he has noticed quite a few planes coming into the area and doing opposite patterns, following the SUU training pilots flight patterns. This is a safety issue and he would like to make sure the NOTAMS are pushed to ensure the pilots understand what is going on. SUU still has the reporting system on their website and if this can be reported it may help to mitigate any problems that may arise.

- SkyWest

Casey Nelson of SkyWest reported on the number of enplanements for December, 2017. There were a total of 1,448 departures, 284 were non-revenue departures. There were 1,416 arrivals, 309 of those were non-revenue. Only the paid departures are counted for enplanements.

There were 51 scheduled SkyWest departures in December, 2017 with no cancellations, and 2 deicing events. On January 7, 2018, a flight was cancelled leaving from Cedar City due to fog in Salt Lake.

SkyWest is fully staffed here and the equipment is in good shape to start out the year.

AIRPORT MANAGER'S REPORT

As discussed at the last meeting, Valgardson has approached the State with a proposal to rehabilitate Runway 8/26 at the same time as the Runway 2/20 Project. Valgardson stated that we are waiting to hear from the State on that. We are looking at a possible rehabilitation instead of decommissioning, so we are leaving all our options open. SUU has started to utilize Runway 8/26 and in talking to the State, they feel it would be good for the Airport to keep it in service. We are looking at leaving it open during the Runway 2/20 Rehabilitation Project to keep the Airport operational with the exception of SkyWest. We will wait and see what the State says. Nothing is in writing, though the State has pushed us up on their priority list. Their budget meeting is at the end of the month, so we will see what the outcome is. This won't be a reality until we get approval from the state saying they have funding for this project and have funded it.

Also when Valgardson was talking to the state aeronautics director, as he reported at the last meeting, they discussed the possibility of having one of the 4 national fly-ins for AOPA, Aircraft Owners and Pilots Association, here in Cedar City in 2019. We haven't applied for this yet, but the state would like to have it here to highlight Cedar City.

Valgardson reported to the board that the circuits for the north taxiway Alpha and Runway 8/26 are still down. The regulators are bad. We received the new scr's in the mail and are planning to get the regulator repaired tomorrow. We talked to the FAA about this and they said our regulators are old, let's get 3 more coming. Aviation is working with us and FAA to get 3 new regulators. When we have them installed, we will be able to have the old ones for backup, so we won't be without lights. They cost about \$10,000 each.

Valgardson received a message from the City Manager, Paul Bittmenn, stating that FAA wants the City to sign a contract for predesign on the MALSAR lighting (Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights) for the Runway Project. The contract needs to be in place immediately do make sure we have a June bid opening. For the board's information, the City will be signing the \$23,000 contract for the lighting system in conjunction with the grant funding from FAA for the Rehabilitation Project.

- Snow & Ice Control Plan

Valgardson reported that we have only had one snow event this season so far and it was pretty successful. At the present time, we only have 3 Airport staff personnel to plow, so in the case of a snow event, we will get the priority areas first. The Priority 3 areas will get done, it will just take us some time to get there. McGuire from Sphere One stated that if there is a snow event and a pilot can't wait for the Airport crew, they can call the FBO and they will come and either get you in or out. Valgardson reminded pilots to use extreme caution in a snow event, especially with low wing aircraft, because we could get some high berms due to plowing.

- Airport Master Plan Final Presentation

Rick Patton, aviation engineer with GDA Engineers, met with the board and gave the presentation on the Airport Master Plan. FAA recommends that a Master Plan be done every 7-10 years.

The City signed a contract with GDA Engineers in June of 2015 for an update of the Airport's Master Plan Project. At that time, we were looking at lengthening the runway. In discussing this with the BLM and the Forest Service, trying to get justification for lengthening the runway, after all the reviews, interviews and studies, it was found we actually need a stronger runway not a longer runway. GDA has put in a great deal of time and work on the Master Plan. Valgardson received a comment from FAA stating how good a job GDA did on the Master Plan. They felt it was the nicest and most accurate document they have seen lately.

Patton explained that during the 2 ½ years this study has been in process, all information was presented in each of the public hearings held during that time. This document is a compilation of all that information. It will also be presented to the Cedar City Council tonight.

Valgardson has a copy of the Master Plan and the information is also available on the GDA website and is downloadable.

The Master Plan contains chapters outlining the inventory of the facilities on the Airport, a socioeconomic overview of the community, facility requirements, a forecast of the aviation demand at the Airport which includes the number of operations, the type of planes coming into the Airport and what is setting the limits of the Airport for design standards. It also includes facility requirements, an environmental overview and chapters on development alternatives, facilities implementation and financial feasibility and compliance. There is also a chapter showing the airport layout plan. The work done for the forecast chapter resulted in a design for the majority of the type of aircraft that fly into the Airport. GDA took into consideration airspeed on approach, wing span, number of operations, taxiway wheel gear separation and the weight of the aircraft - under 12,500 lbs. being small and over that being large - using the Airport. They came up with an aircraft that is a combination of several different types that fly in to the Airport. They classified Cedar City as a "C-3" which shows large aircraft such as the "737" category utilizing the Airport. To move into a larger classification, we would have to get about 500 operations annually of larger aircraft. They found that with the Air National Guard coming in we do get "757's", but not in a number approaching the amount needed to look at a larger classification.

Determining the type of aircraft utilizing the Airport allowed GDA to start building the dimensions of the Airport which is the facility requirements of the Master Plan. They also then looked at alternatives to fix any deficiencies in the airport design.

All projects are placed in the capital improvement program which is part of the Master Plan. The Master Plan is the justification document that allows a project to be considered for eligibility for FAA funding. The Airport Layout Plan is a graphic layout of the Airport and shows all the projects that are in the Master Plan.

Though the runway extension was not determined to be an immediate need, it is still shown as a project in the Master Plan. This will protect it and the land associated with it when it comes to future land use planning.

GDA was able to create the drawing set in GIS and created a data base for everything at the Airport. They will deliver this to Valgardson. It will be helpful to the Airport staff and City engineers in airport maintenance and checking potential obstructions from new building requests.

There was some discussion on a section of land reserved for non-aeronautical use at the Airport. The FAA building is currently in that portion of land. It reserves the land for potential non-aeronautical use. If it is classified for aeronautical use, it cannot be used for any other purpose under FAA guidelines.

The Master Plan will be presented to the City Council tonight and Valgardson requested that the Board make a motion showing their support of the document, moving it on to the City Council.

Leavitt moved, McVay seconded and motion carried unanimously that the Airport Board supports moving the Airport Master Plan document on to City Council for further action.

Final action on the Master Plan will be taken after it is approved on the City Council Action Agenda in 2 weeks, when all documents will be signed. The signatures will then be digitally placed on the appropriate documents and drawings, and then the Master Plan will be final.

As there was nothing further, meeting adjourned at 9:35 AM.