

CEDAR CITY REGIONAL AIRPORT
BOARD MEETING
FEBRUARY 8, 2018

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, February 8, 2018 at 8:00 AM in the conference room of the Airport located at 2560 West Aviation Way, Cedar City, Utah.

PRESENT:

Burt Poulsen, Member	Kirt McDaniel, Aviation
Vaughn Montgomery, Member	J.J. McGuire, Sphere One Aviation
Scott Truman, Member	Tresten McKay, Airport Operations
Bill McVay, Member	Ryan DeJong, SUU
Terri Hartley, Member	Casey Nelson, SkyWest
Jeremy Valgardson, Airport Manager	John Appel, Citizen
Kathy Dahl, Executive Secretary	

ABSENT/EXCUSED:

Jyl Shuler, Chairperson
Mark Leavitt, Member
Dale Brinkerhoff, Member

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

Poulsen welcomed everyone and called the meeting to order.

APPROVAL OF MINUTES

Hartley moved, Truman seconded and motion carried unanimously that the minutes from the January 17, 2018 meeting be approved.

INFORMATIONAL ITEMS

- GDA – No one was present.
- TSA – No one was present.
- BLM – No one was present.
- Sphere One –

J.J. McGuire with Sphere One reported that everything has been going good and seems to be picking up. Things seem to be running smooth with the FBO and SUU. SUU is flying a lot and there have been a few big jets coming in. They have also seen some military planes.

Sphere One is still waiting on the FAA for approval on their hangar construction. They are also working with Valgardson for a second site for a transient hangar. The transient hangar they are using now is owned by Bob Davis. It works fine for smaller aircraft that need a place to be for a week or two, but is is very limited on the type of

aircraft that can be placed inside because of the door and the dogleg getting into it. Also, Mr. Davis is trying to sell it, so Sphere One needs to look to the future for their transient hangar operations. In answer to query from McVay, McGuire stated that none of the hangars for sale now on the Airport are large enough and have the necessary door opening width they need.

- MSC Aerospace – No one was present.
- Jviation –

Kirt McDaniel of Jviation reported to the board that the Prairie Dog Fencing Project is in the process of being closed out. The upcoming Ramp and Taxiway Alpha & Charlie Rehabilitation Project will be starting in a couple of months. They sent the 60% submittal on the Runway 2/20 Reconstruction Project to the FAA on Monday, so that is moving forward.

- SUU –

Ryan DeJong with SUU reported that everything is running smooth. They have one aircraft that will be operating every night when the sun goes down for about 5-6 hours, Monday – Friday.

He again talked about making sure everyone is safe. If a pilot has questions or concerns with safety issues, go to the SUU website and look for the safety report to log a concern or issue.

- SkyWest –

Casey Nelson with SkyWest reported the January, 2018 enplanements were at 1,077, and to date the enplanement number for February, 2018 is at 255.

SkyWest has changed the #7380 PM flight from a 6:20 PM departure to 6:30 PM. This is a permanent change, and was effective February 2, 2018.

AIRPORT MANAGER'S REPORT

Valgardson reported that Taxiway's Alpha and Delta lights are down for those who are flying at night. They had line breaks at the same time. Hopefully we can find them quickly and get them up and working again.

Valgardson introduced the Board to the new Operations Agent, Tresten McKay. He has just finished his schooling at SUU. He is a fixed wing pilot and just finished his commercial certificate.

- Contract for Mesquite Electric – Regulator Replacement

As discussed at the last meeting, the regulators that control the circuits for the north Taxiway Alpha and Runway 8/26 were bad. We ordered and received 2 new scr's to repair the regulators. When we installed them, they were bad and destroyed the other regulator. The vendor sent us new mother boards, new scr's and took care of everything under warranty. So we have them back up and running. The FAA did agree that our regulators were old when we explained the issues, and they told us to order 3

new regulators and the funding will be added to the Runway Project in 2019, where we will get 95% of the cost of the regulators paid under the grant for that project.

We requested quotes and received the following from the following companies:

- o Mesquite Electric, LLC = \$39,847.50
- o Barney Brothers Electric, Inc. =\$ 46,685.00
- o All-Tech Electric = \$47,714.20
- o Hamilton Brothers Electric = \$48,202.00

In answer to queries from the board, McDaniel with Jviation stated that they have worked a lot with Mesquite Electric on projects. One of their main project managers lives in Cedar City. With regard to the difference in prices, all vendors received the same set of specifications and mobilization might be a factor on the out-of-town quotes. With regard to the local preference by Cedar City, Valgardson told the board that FAA does not allow that. Because this is under \$50,000, we followed the FAA procurement process and requested quotes. Also, this purchase is small enough that it does not have to go to City Council, but can just be signed by the Mayor. We do have the funding to pay for the regulators and as stated above, the City will be reimbursed at 95% under the Runway Reconstruction Grant in 2019. McVay moved, Hartley seconded and motion carried unanimously that the Board recommend to the Mayor that the City approve and purchase the regulators from Mesquite Electric, LLC per their quote of \$39,847.50.

- TSA Lease Agreement

Valgardson reported to the board that we need to renew TSA's lease of their room in the Airport which was up last month. The room is 703 sq. ft., and the lease will be \$667.85 per month, or \$8,014.20 annually. The lease will be written for a 5-year period, with a 5-year extension. After the first 5-year period, we will re-evaluate their fees to make sure they are in line with the then current Airport Fee Schedule. Right now their lease is for \$522.00 per month. In answer to query from Hartley, Valgardson said that when we set our fees, we check with other airports in our region. Cedar City is right in the middle of what the others are charging. Truman moved, Montgomery seconded and motion carried unanimously that the board approve the TSA lease in the amount of \$667.85 monthly for a 5-year period with a 5-year extension, at which time the rate will be re-evaluated and be based on the then current Airport Fee Schedule. This will have to go before the City Council, so Valgardson will get it on the next work meeting agenda.

- Snow & Ice Control Plan

Valgardson asked if anyone had any issues with snow removal for this season. No one had any issues. He reported that one issue on the field is with the sweeper throwing the little wires when it moves the snow. The Airport crew has connected a magnet to the back of one of the pickup trucks and they drive around and pick up as much of the wire as possible. They try to be proactive in doing this, especially around the hangar

areas. Valgardson said they talked to Salt Lake and Denver Airports to see how they deal with this, and they were told they don't worry about the wires. They feel they are so little and low profile that they won't puncture tires or go through engines.

As there was nothing further, Poulsen adjourned the meeting at 8:22 AM.