

CEDAR CITY REGIONAL AIRPORT BOARD MEETING

AUGUST 13, 2020

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, August 13, 2020 at 8:00 AM in the Cedar City Council Chamber located at 10 North Main Street, Cedar City, Utah.

PRESENT:

Burt Poulsen, Chairman	Glenn Deitz, BLM
John Appel, Member	Rhonda Bergson, Kolob Air Services
Vaughn Montgomery, Member	Judd Hill, Armstrong Consultants
Jyl Shuler, Member	Kirt McDaniel, Jviation
Terri Hartley, Member	Ryan Dejong, SUU
Ryan Marshall, Public Works Director	Andrew Scanlon, Kimley-Horn
Nick Holt, Airport Manager	Clayton Cheney, Southern Skies
Tyler Galetka, Airport Operations	
Kathy Dahl, Executive Secretary	

ABSENT/EXCUSED:

Mark Leavitt, Member
Maria Twitchell, Member
Mike Bleak, Member

APPROVAL OF MINUTES

Appel moved, Shuler seconded, and motion carried unanimously that the minutes from the June 11, 2020 meeting be approved.

INFORMATIONAL ITEMS

- SkyWest – No one was present.

Holt reported that Tuesday of this week, we had a full flight of 30 people. Right now, due to COVID-19, the plane capacity is 60%, or 32-33 people including the flight crew. Prior to this flight, the numbers have been slow due to COVID-19 with 10-15 people per flight. Airport staff is working on some advertising to try and increase the passenger numbers. July, 2020 enplanements were 175.

- T-O Engineers – No one was present.
- TSA – No one was present.
- BLM – Glenn Deitz of the BLM expressed, on behalf of the Color Country Fire and Aviation Community, appreciation for the outpouring of support and condolences during their recent tragedy. Fire-wise, it has been surprisingly slow the last 10 days. The burning index and energy release are breaking records for the last 2 weeks, and with no monsoonal push yet this season, everyone is busy here and

in Arizona with potential fire behavior. Everyone is ready for potential fires and the

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public information officers are trying to spread the word about fire safety. As to aviation, all large tankers have been sent up north. Locally, we have been getting 5 to 8 initial starts, but the ground resources are getting on them very quickly. The BLM appreciates the airport staff keeping them informed of things going on at the airport, especially the night time closures. They have infrared fixed wing platform that has been providing intelligence and it does land and take off at night. Because of the night closures, it has been diverted to Mesquite, Nevada for the duration of those closures. There will be an additional air attack platform coming up from St. George and it will be posted out of Cedar City along with the current platform and 2 helicopters. The pilots really like the new runway.

- FBO – No one was present.
- MSC Aerospace – No one was present.
- SUU – Ryan Dejong reported to the board that they are looking for a good fall semester and have 200 students and 21 helicopters on the rotor-wing side. They did a stand-down for the last while to catch up on aircraft maintenance but will be starting back up on Monday. They will be going back into as full operating mode as they can, running between 7-9 helicopters. SUU is looking at purchasing the existing hangar located at 2360 Aviation Way to help house their helicopter fleet. This hangar is on the south ramp and 3 hangars away from their north hangar. They are hoping to have the purchase completed by the end of the month. On the fixed-wing side, they currently have 135 students and are maintaining their current fixed-wing fleet.
- Aviation – Kirt McDaniel of Aviation reported that the Runway Project is wrapping up. The open house was held on July 18, 2020 and the airport officially reopened for business that afternoon. Aviation staff was able to help the airport staff put the open house together and there were quite a few people there. Right now, the contractor is completing the runway grooving and should be finished with that within the next 2 weeks. Aviation is working with the contractor on the project punch list and anticipate that the project should be closed out in the next 2 months. Shuler commended the Aviation staff on the excellent job they did at the open house to make sure the event went smoothly.

AIRPORT MANAGER'S REPORT

- Projects Report
 - ❖ Terminal Building Lights - The airport staff has been installing new can lights in the public waiting area in the terminal building and that project has been completed.

- ❖ Terminal Building Furniture – The last shipment of chairs for the hold room has been received. Holt thanked Iron County Tourism for purchasing the new furniture for the terminal building.

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- ❖ Cherry Creek Radio Advertising Campaign – Last month the airport advertising on the radio promoted the reopening of the airport. It has now been changed to reflect the cleaning we are doing inside the terminal. Cleaning is taking place after each flight and is continuing each day, so we want to get the word out to the public that the terminal is clean and we are ready to move people where they need to go when they are ready to fly.
- ❖ AIP-36 Funding – This is the next federally funding project. It is the rehabilitation of taxiway A/A-1. We anticipated having the grant already, but with the funding pushed back, we have been working with the FAA and should receive it by the end of the month. We have already gone out for bids on the project, but with the delay in the funding, we will probably have to postpone the construction until early spring of 2021.
- Runway Project
 - ❖ Runway Project Work – The paving is complete and the contractor is working on the punch list. There are a few lights on the sign panels that need to be repaired and some edge lights that need work. The wind socks are going to be converted to LED and that still needs to be done. Also, there is a flight check that needs to be done on the PAPI lights. Holt felt that the project went smoothly and was happy with the work done by the engineers and contractor.
 - ❖ Asphalt Grooving – Right now the grooving of the runway is being done. It should be completed within the next 10 days.
 - ❖ Asphalt Marking – We still have some marking for final paint which is scheduled to be completed the first part of September, 2020.
 - ❖ Runway 8/26 Seal Coat – One of the items that was not initially included in the grant was funding to seal coat the area of the crosswind runway that was not in the reconstruction. The state approved the change order so we are looking at doing a seal coat on that portion of 8/26 in the next couple of weeks.
- Domed Hangar Proposed Flight Instruction Operation - Holt reported to the board that he has received a request from Jeff Obering to start some flight instruction. Rhonda Bergson representing Kolob Air Services appeared before the board to give an overview of what they are planning. Bergson stated they would be doing general flight instruction but only in high performance complex single engine airplanes for the general public. They would only have 1 or 2 students at a time. Kolob has personal clients that come to them to get their next rating. It would be pay as you go. The flight instructor would be Eric Bergson. Students

would be renting the aircraft from Jeff Obering. Obering has a current contract for aircraft maintenance with Aviation Services Group in St. George, Utah, so the planes would be taken there for maintenance.

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Holt stated that the hangar they plan to work out of is the city-owned domed hangar and the lease for that hangar is only for storage and maintenance on the lessee's own aircraft and cannot be sublet. The wording of the lease would have to be changed through the city's legal department for flight instruction. Also, the lease is in the name of Heliventures, but if they want to operate the flight school business as Kolob Air Services, a name change would also be required. The flight school would be operated under a SASO agreement as defined in the Airport Rules and Regulations. Holt reported to the board that he will work with the City's legal department, Obering and Bergson on this and report back to the board.

- Action Items

- ❖ Lease Renewal Terms – The board continued the discussion of the lease renewal terms for the raw land leases on the airport. The majority of the leases are for 20 years with 5 5-year renewal periods, making a potential 45-year lease. The 20-year period has now been reached on one lease and several more will shortly reach the 20-year period. The question is, what is the increase in the lease rate for the next 5-year period of these leases. Holt interprets the wording of the leases to allow the rate for the next 5-year lease period to be increased to the current rate shown in the Cedar City Fee Schedule and is in favor of doing so. FAA would like our lease rates reflect the current rates, but has said we could work over the next 5 years to get the lease rates up to the current fee schedule rates. Holt would like to have a recommendation from the board to take to Cedar City Council. There was a suggestion to hold a meeting and invite all lessees. There are about 40-50 land leases on the airport. Shuler felt that the board members have enough expertise within the board to represent the other lessees and to make a decision on this.

At the last meeting, some members felt this increase was too dramatic of a jump. Shuler stated she felt the bottom line is the airport has to be taken care of and that takes money. Public Works Director, Ryan Marshall told the board with our "Certs and Assurances" with FAA we have a requirement to follow whatever our policies are and ensure that those policies are fair and equitable to all our tenants. We thought our Rules and Regulations were clear on lease rates, but apparently there are some points that are open to interpretation. Holt will have to go back and rewrite those portions of the Rules and Regulations to make sure they exactly spell out everything clearly.

Holt is trying to get some guidance from the board on how to write the policy and what do to with the tenant who lease is up now.

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In answer to query from Shuler, Marshall and Holt stated that if we do nothing, we could be in violation of our grant assurances and FAA could call for repayment of our grants for the last 20 years.

Holt stated that this could be a dramatic jump in the rate, but over the last 20 years our lease rates have increased by only 3.5% using the Consumer Price Index (CPI.) FAA is not in favor of using the CPI because it doesn't keep up.

The board requested that Holt meet with them after this meeting adjourns to give them more information about this item.

- ❖ Airport Rules and Regulations Update – Parking – Recently a vehicle was dumped in the airport terminal parking lot. Right now, we don't have anything in our Rules and Regulations that allow us to have vehicles like this removed from the airport property. The following paragraph would be added to Section 9 – Parking – of the Rules and Regulations: "Vehicles out of registration or in a non-street legal operating condition are not permitted on airport property unless stored in a hangar or with the airport manger's approval. Violators will have their vehicle towed at the owner's expense." Shuler moved, Montgomery seconded, and motion carried unanimously that the board recommend to the Cedar City Council that this wording be added to the airport's Rules and Regulations.

Holt stated that there are other changes that need to be made concerning the names of the Taxiways. Holt is working with the FAA inspector for approval. When we receive that approval, the changes will be brought to the board and then the changes will be submitted to be published in the airport guide.

As there was nothing further, meeting adjourned at 8:40 AM.