

CEDAR CITY REGIONAL AIRPORT
BOARD MEETING
JUNE 9, 2016

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, June 9, 2016 at 8:00 AM in the Conference Room of the Airport located at 2560 West Aviation Way, Cedar City, Utah.

PRESENT:

Teri Hartley, Member	Kirt McDaniel, Aviation
Bill McVay, Member	Jeremy McAlister, GDA Engineers
Scott Truman, Member	Scott Jolley, Upper Limit Aviation
Burt Poulsen, Member	J.J. McGuire, Sphere One Aviation
Dale Brinkerhoff, Member	Mike DeRoest, SkyWest
Ryan Marshall, Public Works Director	
Jeremy Valgardson, Airport Manager	
Brad Beadles, Airport Operations	
Kathy Dahl, Executive Secretary	

ABSENT/EXCUSED:

Jyl Shuler
Mark Leavitt
Karl Hugh

As Chairperson Shuler was absent, McVay moved, Poulsen seconded and motion carried unanimously that Hartley be named Chairperson Pro Tem for this meeting.

APPROVAL OF MINUTES

Poulsen moved, McVay seconded and motion carried unanimously that the minutes from the May 12, 2016 meeting be approved.

INFORMATIONAL ITEMS

- SkyWest

Mike DeRoest of SkyWest reported that though the May 2016 enplanements are slightly down from May 2015, the numbers are still strong and they expect to break the 10,000 mark in September or October of 2016. There should be no disruption of normal scheduled flights during the August, 2016 construction. SkyWest is coordinating with Valgardson and the engineers on this.

- TSA – No one was present
- BLM

No one from the BLM was present, but J.J. McGuire from Sphere One Aviation gave a report on their activities. 2 of the BLM planes were called out for the fire near Pintura, but did not drop their loads, as a plane from Mesquite and a ground crew were able to take care of it. BLM has a sky crane and a P2V that are based at the airport that have

been called to a fire in California. They also have an air attack commander that will be here today or tomorrow. BLM currently has a 6-7 person staff here at the airport.

- FBO

J.J. McGuire reported to the board that they are gearing up for fire season and have also seen quite a few business-class jets come in lately for the Summer Games, Shakespeare Festival, the solar farms and coal mines in the area.

- MSC Aerospace – No one was present
- Upper Limit Aviation

Scott Jolley reported they anticipate good size growth for the fall enrollment at SUU. For the present time, they have added an external load course for the higher hour students that includes carrying tires, bucket dips, etc. They are not sure how long they will continue this course. In answer to query from Poulsen, Jolley stated that ULA did file for mechanic training with FAA, but have been focused on other things so they have not pushed it. There is not enough business in this area for aircraft mechanics.

- Aviation

Kirt McDaniel reported that they held a pre-bid meeting for the AIP-31 Airport Improvements Project at the end of May, 2016 and the bid opening was held on June 7, 2016. Their electrical engineer will be on site in a couple of weeks to look at the lighting on the airfield. Lighting was one of the items listed on the FAA inspection, so that will be reviewed and a plan will be developed to fix the airfield lighting.

- GDA

Jeremy McAlister reported to the board that the Master Plan forecast chapters that were approved by the Airport Board last month were submitted to the FAA. GDA received approval from the FAA for these chapters with no comments. GDA has scheduled their next public meeting to present this information on June 23, 2016 at 6:30 PM here at the airport. Now that they have received FAA approval, they will move forward with the next phase of the Master Plan – facility requirements.

AIRPORT MANAGER'S REPORT

- Extension of Lease for 4-Flight Investments (Boyd Hall)

Valgardson reported to the board that Mr. Boyd Hall of 4-Flight Investments would like to exercise the 10-year lease extension on his two T-hangars east of Sphere One. This lease is one of the older ones on the airport, initiated in 1997, and amended in 1999 and does not include the CPI adjustment. The initial lease was for 5¢ per square foot. Valgardson is recommending to the board that this extension include the new lease rate at 15¢ per square foot. He has discussed this with Mr. Hall and he is agreeable to the new annual rate. The rate would go from \$536.18 to \$1,608.59 annually. The change would only include the increase per the Airport fee schedule and would not include the CPI adjustment. Brinkerhoff moved, McVay seconded and motion carried unanimously

that the board approve the 10-year extension of this lease for Mr. Hall with the increase in the annual rate per the approved Airport fee schedule going from \$536.18 to \$1,608.59.

- Bid Tabulation Summary for AIP-31 Airport Improvements

Valgardson reported to the board that the bid opening for the AIP-31 Project was held on June 7, 2016. The project includes 3 schedules. Schedule I is the asphalt out in front of the terminal building where 3-inches of asphalt will be milled up and a concrete hardstand will be installed. Schedule II is removing paint markings down Taxiway Delta, laying down fog seal and repainting. Schedule III is adding a light and sign and some minor details at the Syberjet Taxiway. Schedule III is a non-federal project. We received 3 competitive bids. The engineer's estimate was \$807,000.00 with the projected low bid from Nichols Building, LLC at \$714,260.00, \$764,871.85 from Sunroc Corporation and \$765,738.90 from Staker & Parson dba Western Rock Projects. FAA is ready to issue the grant for this project and the contractor must show they have evidence of competency and financial responsibility before the bid can be awarded. Jviation is in the process of obtaining these assurances. Valgardson would like a motion from the board to the City Council recommending that the City Council award the project to Nichols Building, LLC in the amount of \$714,260.00 pending they meet approval from the FAA, and if not to award the project to the next lowest responsive bidder pending they meet FAA approval. Brinkerhoff moved, Poulsen seconded and motion carried unanimously that the board recommend to the Cedar City Council to award the AIP-31 Airport Improvement Project to Nichols Building, LLC for \$714,260.00, pending they meet the evidence of competency and financial responsibility, and if they are not able to meet the requirements, awarding to the next lowest responsive bidder who does meet the standards. Nichols Building, LLC constructed the SRE building on the airport, and has done work in Iron County. Both Sunroc and Western Rock have done previous airport projects. The projected start date is August 15, 2016 with a 41-calendar day schedule to complete all three phases.

OTHER BUSINESS

Valgardson reported on the letter received from the 139 FAA inspection. We were written up for a fire extinguisher that wasn't the right style out at the self-serve fuel, and for a fire response drill. The drill wasn't valid because the inspector called it in late, so a second drill was called and we passed that one, so it was written up and corrected in the same day. We were also written up for some light placement and spacing, and as previously mentioned, Jviation will look into that. FAA would like to see a plan to correct this and have it put into the Airport Master Plan for correction.

Valgardson reported that the City Council approved the terminal building staining and the replacement of the HVAC software in the upcoming FY 2017 budget. The sidewalk

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project was not approved in favor of the HVAC system repair. This will not be a hardware change, but the software is proprietary and will probably have to come from Honeywell. The new software will work the Windows and accept and work with any new Windows upgrades.

Valgardson reported that the May, 2016 financial report showed the \$25,000 contribution from Iron County was received into the FY 2016 Airport budget.

As there was nothing further, Chairperson Hartley adjourned the meeting at 8:30 AM.