

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
MINUTES
OCTOBER 2, 2012

The Logan-Cache Airport Authority Board convened in a regular session on October 2, 2012 at 7:30 a.m. in the Cache County Council Chambers, County Historic Courthouse, 199 North Main, Logan, Utah.

ATTENDANCE

Members of the Airport Authority Board in Attendance:

John Kerr
Dean Quayle
Gar Walton
Bill Francis
M. Lynn Lemon

Members of the Airport Authority Board Absent:

Mayor Randy Watts
Val Potter

Others in Attendance:

Lee Ivie - Airport Manager
Brady Hansen - Logan Fire Department
Greg Tapp – Armstrong Consultants
Bryan Congdon – Harris Air
Kim Hull – Leading Edge Aviation
Scott Weaver - Leading Edge Aviation
Zan Murray – J-U-B Engineers
Sean Heiner – Utah State University
Sherm Buck
Janeen Allen

CALL TO ORDER

Chairman John Kerr called the meeting to order at 7:29 a.m. He welcomed Bill Francis as a new member of the Airport Authority Board as approved by the Cache County Council to serve in place of Harry Ames. Kerr also expressed appreciation for the years of service given by Ames. He also noted that Francis has been a great resource to the Airport Authority Board and he looks forward to continuing to work with him as a board member.

REVIEW AND APPROVAL OF MINUTES

Kerr asked for a motion to approve the minutes of September 4, 2012.

ACTION: Motion was made by Quayle and seconded by Walton to approve the minutes of September 4, 2012. The vote in favor was unanimous, 5-0 with 2 absent.

ITEMS FOR DISCUSSION

Manager's Report – Lee Ivie (Attachment A)

Ivie presented his report which is attached.

Airport Grounds, Buildings, and Fences:

Ivie noted that he replaced the ballasts and lights in the pilots' lounge. This item is not listed in the attached report.

Upcoming Events:

The pumpkin drop has been rescheduled to the mid part of October.

Update on Utility Service (water & sewer lines) to Commercial Hangar Development Area Southwest of Runway 28/10 – John Kerr

Kerr reported that one week ago, the Cache County Council approved a budget amendment allowing for the purchase of the parts for the utility project. Logan City will be proceeding with the project as soon as the parts are on site. Kerr emphasized the importance of having the project completed this Fall because of the anticipated schedule for the hangars in the commercial area to be available next Spring.

At this point, Kerr recognized the presence of Greg Tapp from Armstrong Consultants and introduced him as the project engineer on the work at the airport. Kerr said that it has been a pleasure working with him because of his knowledge of the airport improvements.

Report on Hyde Park Right of Way – Zan Murray (Attachment B)

Murray distributed a map of the right-of-way area to the board members. He referred to a question previously asked by Kerr who wanted to know if the easement will be on airport property because of the guidelines and procedures from the FAA that would have to be followed if it is.

Murray continued that the map shows the area to be quite confusing with jogs, variances and gaps in many areas including the railroad alignment which is offset by a few hundred feet. He noted that property descriptions seem to indicate that the property owned by the airport south of 4200 North actually extends to the fence line on the north side of 4200 North suggesting a possibility that the land is indeed owned by the airport. In addition, he said that 4200 North is not one of the original roads that the county claims as a 66-foot right-of-way.

Murray said there are two approaches to the problem. The first and most complex approach is to meticulously research and determine the exact measurements and property lines of all the properties in question, as well as all the jogs and corners associated with those properties. The surveyor would have to take the entire section, re-separate out the parcels, and lay out the distances. It is a complicated process and could be quite costly.

The second option is to create two quit-claim easements; one from the county and one from the airport. Both bases would be covered regardless of who actually owns the property. Murray said that the documents would be in place for the future of the area in question. He continued that one of the figures would have to be approved to be signed by the Denver office because it is on airport property. He noted that the Denver office seemed to indicate that there would be no concerns because the utilities are underground. He read the wording he added to the easement description: "an easement for the construction, operation and maintenance of underground utilities paid for and installed by Hyde Park City in conformance with local, state, and federal rules and regulations." He concluded that this complies with the guidelines of the overlay zone adopted by the county, as well as the regulations required by the FAA.

Committee Reports

Audit & Finance – Lynn Lemon

Lemon said the committee will be meeting this month.

Operations Committee – Dean Quayle

No report.

Capital Improvements - Bill Francis

No report.

Economic Development / Public Relations – Gar Walton

Walton said his committee is continuing to work on the spotlight presentation slated for July of 2013. Kerr said the event is a women's air race across the country from west to east, and Logan will be hosting the first overnight point on this trip. About 30 aircraft are anticipated in this race.

Open Items (Attachment C)

Kerr brought attention to an article in the Aviation and Airport Business magazine which recently selected and recognized forty people across the country who have made significant impact to the aviation business. He read from the article which honors Scott Weaver of Leading Aviation and congratulated him for the recognition.

Next Meeting

The next meeting of the Airport Authority Board will be November 6, 2012 commencing at 7:30 a.m.

Adjournment

The meeting was adjourned at 7:56 a.m.

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ATTACHMENT A



September 2012 Manager's Report

- **AIP Projects:**

1. Runway 35/17 has been fog sealed, and the first layer of the paint has been sprayed on the surface of the runway. October 8th has been tentatively scheduled for the date when the runway will be closed again to allow for the second coat of paint to be sprayed on top of the current marking on the runway. The reason for the two applications is to allow the seal coat to properly cure so that the paint will maintain its true color, and not take on a brownish tint caused by the new layer of fog seal on the surface of the runway. The second application of paint is the thicker coat of paint at approximately 60% of the total amount used to stripe the runway, and this coat will include the reflective beads as specified in the FAA requirements. Additionally all of the red taxiway location rectangles with their proper numbers and font will be painted on October 8th.
2. The reconstruction of the southeast ramp and taxiway alpha is nearly complete, and asphalt is scheduled to be laid on Monday October 1st. The spoils or dirt removed from this site has been hauled to the proposed hangar site just south of Mountain Ridge Helicopters' hangar. This area was in need of fill dirt prior to the start of construction, and as soon as the asphalt for the ramp and taxiway are laid, Staker Parson will grade and compact the dirt at this location to allow for a suitable spot for the proposed hangar to be built there. Cache Valley Electric has laid conduit and set the pads for the taxiway lights and location signs along taxiway alpha, and the sign at the west end of taxiway Charlie has been relocated to the new location. The yellow painted stripe that runs from taxiway delta and along the western side of the ramp will be removed prior to the conclusion of this project. Staker Parson has also consented to remove the felt filters left in some drainage vaults and repair areas of erosion around those vaults. These filters should have been removed at the conclusion of a previous project, and because they were not the erosion occurred due to silt collecting at opening of the vaults which plugged up the opening of the drainage system.
3. The Wildlife Hazard Assessment/Management Plan will be conducted by Creamer Noble Inc. out of St. George Utah. Funding is in place and at the present I'm waiting to receive a contract from them.
4. Oshkosh has begun building our new ARFF Truck which we probably will not take delivery on until early next summer.

- **Hangar Construction:**

1. The slab and apron for Jerry Clark's hangar are in place but no part of the framework has been started.
2. I received written approval from the FAA in regards to the location and dimensions of the building that Hillary Lin Wong will be building.

3. Prep work for the site that Brad Worston intends to build on is being completed. At this time I haven't received word from the FAA in response to the 7460-1 form submitted to their office.

(No lease agreements have been signed or enacted on the three building sites listed above)

- **Airport Grounds, Buildings, and Fences.**

1. Mowing operations at the airport have concluded for this season, and the Case tractor has been returned to Valley Implement.
2. The fence at the southeast corner of airport property has been reconstructed, and a new gate added that will allow emergency vehicles access to the airport from 2500 North.
3. A pre winter operations meeting was held on September 25th where members of the snow and ice control committee (SICC) were in attendance. The purpose of the meeting was to go over procedures and gear up for the winter season.

- **Scheduled Charter Flights:** Frontier Airlines has the contract with Utah State University for scheduled air service to transport the football team this year. They will be using three different models of Airbus jets (318, 319, and 320) for these purposes. All three of these aircraft exceed the weight limits noted in the 5010 facility directory for Logan-Cache Airport. When asked to extend a weight waiver to Frontier Airlines for these aircraft to use our facility I declined to do so. Instead I submitted a letter to Frontier Airlines stating that they were allowed to use our facility, but that the Logan-Cache Airport Authority would not be liable for any damages that might occur to paved surfaces at the airport or aircraft as a result of being over our weight restrictions. If such an incident were to occur the owner of the aircraft would be responsible to cover the costs of repairing such damages. Likewise all other aircraft transporting visiting teams would be under the same liability. Thus far we have had two week-ends of charter service without any incidents and I don't anticipate any problem in the future.

- **Upcoming Events:**

1. The semiannual UAOA Conference will be held October 10th thru the 12th at Moab Utah. At 3:30 p.m. on the 10th there will be a meeting with FAA associates and members of our staff to discuss the five year capital improvement project list.
2. Leading Edge Aviation will be sponsoring a pumpkin drop and BBQ on the 5th of October as part of a promotion for their flight school. The pumpkin drop will run from 3:00 p.m. to 6:00 p.m., and the BBQ will start at 6:00 p.m. in the evening.

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ATTACHMENT B

SEE 08-108
4600 NORTH ST.

COUNTRY WEST ESTATES

SEE 04-159

Rosewood Properties

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Lisa Udy

Rosewood
Properties

Rosewood Properties

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SEE 04-017

Charles Gilbert &
Jan N. Cellan

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CACHE
AIRPORT
AUTHOR

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04-013-0002

Steven Dale Chambers
Debra Ann Hutchins 39.45 CHS 505 HC

Steven Dale Chambers

Travis Randy Mitchell

4200 NORTH ST.

10-2008

04-015-0001

SEE 04-019

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D D CHAMBERS FARM INC

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RALPH R. MEIKLE JR. ET AL.

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PAUL H. K. LEE, TH. ET AL.

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ATTACHMENT C



Joanne Damato
Director, Educational
Development & Strategy;
National Business Aviation
Association
Date of Birth: 5-11-76
Years in Aviation: 21

Joanne "Jo" Damato has been in aviation since she took her first flight lesson in 1991, and she began her business aviation career in 1998. Damato graduated from the Florida Institute of Technology with a B.S. in Aviation Management/Flight Option Specialization and obtained a Masters of Aeronautical Science Degree from Embry-Riddle. She also holds a Single and Multi-Engine Land Instrument Rating, Commercial Pilot Certificate, and is a Certified Flight Instructor.

Damato is active with Women in Aviation, International; Women in Corporate Aviation; and the Florida Tech College of Aeronautics Alumni Board. She has been featured on the cover of Aviation for Women Magazine and she also writes a column for the same publication titled "The Juggling Act" detailing the work/life balance of two-parent aviation households.

In July 2001, Jo helped the National Business Aviation Association (NBAA) launch its Air Traffic Services

"Jo" Damato has been in aviation since she took her first flight lesson in 1991. Currently, Damato is responsible for expanding the educational opportunities associated with NBAA in-person events and managing the association's on-demand education.

— Kevin Wilkerson, Colt International

operation located in the FAA's Air Traffic Control System Command Center and was uniquely positioned to help NBAA's member response efforts in the days after 9/11. She remained active at the GA Desk until 2007 advocating for business aviation equity in the National Airspace System.

Currently, Damato is responsible for expanding the educational opportunities associated with NBAA's in-person events and managing the association's on-demand education program which allows NBAA members to have interactive distance learning opportunities.

Since 2005, Damato also serves as the staff liaison to the NBAA Schedulers & Dispatchers Committee, which produces the second largest domestic event for NBAA attracting more than 2,400 attendees.

In September 2010, Damato and four other business aviation industry professionals launched an all-volunteer non-profit organization, Sky Hope Network. Sky Hope is comprised of a group of professionals in the business aviation industry who use their contacts and resources to locate flights for both people in need and in response to urgent situations.



Scott Weaver
President/Owner
Leading Edge Aviation
Date of Birth: 7-19-76
Years in Aviation: 16

To achieve the outcomes that Scott Weaver has, a person must be driven by an internal desire to maintain standards of excellence, especially in the areas of customer service and safety.

Through his company, Leading Edge Aviation, Weaver has committed himself and his business to providing consistently high-quality customer service to the general aviation community.

In November of 1997, Weaver began his studies at Utah State University in Logan, Utah and received a job as a lineman at the local FBO. He became qualified as a private pilot and then flight instructor and quickly moved up the ranks to site manager and chief flight instructor for three locations.

In 2004 he took out a small business loan and purchased the struggling Logan Air Services operation from his employers. Less

"Scott Weaver is an energetic, honest, and trustworthy FBO operator. He has taken two businesses from failure to success, using a unique combination of no-nonsense customer service, fair pricing, and ability to transmit a pure love of aviation to his customers.

— Alvin L. Stuart, Superintendent, Airport Operations,
Salt Lake City International Airport

than fifteen years from his first day on the line, he is the owner of a company made up of forty employees that operates two highly successful FBOs offering line services, aircraft maintenance, and flight training to 160 full and part-time students.

Weaver has succeeded in creating and retaining customers from local communities and limited market segments, even where his predecessors have failed. Where customers have left due to inadequate service, he has been able

to bring them back to the airport, establishing positive relationships while continuing to increase revenue by attracting new business from outside the area.

The Leading Edge Aviation business model incorporates hard goal-based sales objectives with community values, always with the big picture in mind — that these are general aviation FBOs, where every employee has to have a passion for aviation and an inherent desire to serve their customers.