

BRIGHAM CITY CORPORATION AIRPORT ADVISORY BOARD MINUTES

FOR *Wednesday, January 8, 2020*

Present: Jeff Baugh, Chair
Byron Hansen, Board member
Josh Hansen, Board member
Fred Kluss, Board member
Bruce Leonard, Board member

City Staff: Alden Farr, Councilmember
Tyler Pugsley, Public Works Director
Jeffrey Hogan, Aviation

Excused: Jolene Crockett, Administrative Assistant
David Hess, Board member
Ben Jones, Honorary Board member

Approval of Minutes –11-06-19 – Jeffrey Baugh

Bruce Leonard made a motion to approve the minutes from 11-06-2019, second by Josh Hansen, motion carried.

Application of Aeronautic Activity – Tyler Pugsley

Director Pugsley stated that we are excited to announce we have David Kane and Guy Zundel who are looking to build a hangar at the airport. He said it is located in the undeveloped area by Bennie Kay's hangar. The reason we are excited is he hopes when people see construction we will see others act and move on building hangars in this area. He receives numerous calls on a weekly basis regarding hangar availability and hangar lots. We have had a couple of meetings with City staff to get everything moving in the right direction. Aviation created a floor elevation plan to meet the grading and storm water needs on site. The applicant is requesting that although there are two spots for hangars in the area they are want to build one hangar that is 80x60. They want to have access from the south side, which would require asphalt, which they have agreed to. The application spells out what they will be doing. They have met with the Building Official and we are close to finalizing a land lease agreement. Prior to doing this, we need the Board's approval.

Boardmember Leonard asked if we had an application system going and if so will it be numbered as 2020-01? He said when someone submits an application it is simpler with an application number. He asked if it could be 2020-01. Director Pugsley agreed, as did the Board. Boardmember Leonard said on the site plan it looks like the applicant will be installing the storm drain utility. Director Pugsley stated, no. We are going to stub water & sewer to the building. They have met with Power and are working on what is entailed, but the applicant will pay those costs. We have two storm drain boxes that sit out in front and we will need to install one storm drain inlet. Boardmember Leonard asked if we were installing the 12" storm drainpipe. Director Pugsley said yes a 12" RCP and it would need to be oversized to account for new growth.

Boardmember Leonard asked on the uses, it looks like it will be storage and some assembly of aircraft. Mr. Kane explained to the group for basic purposes it is all private with no commercial operation. Boardmember Leonard said if he understands anything the Building Official requires is handled through the permit. Director Pugsley said we have already covered that with the Building Official and there is nothing more required. Boardmember Leonard asked about the color scheme that they would propose. Mr. Kane stated they would match what is out there. With a vertical bi-fold door and a man door on the front.

A motion was made by Byron Hansen to approve application 2020-01 as indicated in the application and drawing, second by Josh Hansen, motion carried.

AIP 28 Project Update – Jeffery Hogan, Aviation

Mr. Hogan stated we have had discussions with Staker Parsons and this spring they will come back to repave. This will make it acceptable to both the FAA and Brigham City.

Director Pugsley said we did have a water leak that surfaced right to the north of Wayne Larsen's hangar straight to the east access gate. It was a huge water vault, which feeds the rest area for UDOT. With all the work and heavy equipment construction the main line broke. We ended up tearing the entire meter station out and relocated it to the main airport access road on the west. Hopefully, we will not need to worry about this again.

Minimum Standards Discussion – Jeffery Hogan, Aviation/Director Pugsley

Director Pugsley asked Mr. Hogan to speak to the group. In the conference he attended with the FAA, they are having problems with commercial operators who come into the facility for free and the airport nor the City gains. They were looking at how do we capture those monies or implement something. An airport in Colorado, which will remain unnamed, in a roundabout way have included this into their minimum standards. These commercial operators are using it for flight instructions or possible FBO's that come in. They implemented a 1% fee that comes in from that commercial operator. Mr. Hogan said he feels this would be a good opportunity, to capture funds, which would benefit the City. We can change it or mix it up for any type of commercial activity that comes in and uses the airport regularly. If this is something the Board would like to include when we come back, we could update the Minimum Standards for approval in the next meeting.

Boardmember Leonard asked Director Pugsley how much of this activity is occurring. Director Pugsley said we have Airmotive who gives flying lessons. However, we have people flying in from other areas giving flying lessons. He feels we have a substantial amount of instructors coming in because our airport is viewed as easier. There is more and more traffic. He said we briefly brought this up at the last meeting of how we could have some protection from this. If other areas are coming in and doing their flying how can we benefit from this.

Boardmember Byron Hansen said how do you monitor this? Director Pugsley said that is a good question. Boardmember Byron Hansen said if he were the independent instructor, he would laugh at this. If we have a legitimate way that makes us a bunch of money, but 1% is hardly anything. He said we would get \$1 from a \$100 lesson.

Mr. Hoggan said where we really see this is with mechanics; this is the one we want to track. They come in and use the person's hangar. They are hurting the FBO's. This monitors them. He would not look at the flight instructors. Director Pugsley said he is not notified when someone brings in an outside mechanic to work on their aircraft. Mr. Hogan said they probably do not but if this in the Minimum Standards it gives a way to protect the FBO's. Boardmember Byron Hansen said if a mechanic comes in all the time the FBO's will tell us. Director Pugsley said this makes sense. Mr. Hogan said how will you get them to pony up if there isn't anything in the standards.

Boardmember Leonard said we looked at this a few years back. He said in the lease agreements it stated they could do this. That they could bring a qualified individual to do this. He thought we amended that stating if they brought someone to do mechanical work on the aircraft they had to obtain a business license from the City and use an approved area, i.e. a storage hangar that does not have fire suppression, etc.

Director Pugsley said he has not seen any of that when doing the lease agreements. Mr. Leonard said he thinks it was in the standards. Director Pugsley said he would check into this.

Boardmember Byron Hansen stated that he believes there are other airports that are doing this and it would benefit us to know what everyone else is doing, instead of us trying to re-invent the wheel. Mr.

Hogan said this is the airport in Colorado's way around it. He said he was envisioning not only flight instructors, as we have had discussions where we would place a \$2 per jump. This is another way. If they are coming and going as they please and using our facility this says, ok we know you are coming to Brigham City, you have a business license here and instead of taxing them here is a business fee for working here without any investment at the airport. If they build a hangar here, they have the lease agreement. However, if they are just coming and going as they please... Director Pugsley said does the other airport have a full time airport manager. Mr. Hogan replied, yes. They are able to watch and monitor this. Director Pugsley replied this would be difficult for us, then.

Boardmember Josh Hansen stated that when he thinks about working over in Logan for Leading Edge that is a full time FBO. There are people there from 7AM to 7PM. They keep track of every single airplane that comes in and out. They also have City landing fees. This is what works for them in Logan.

Councilmember Farr said, would there be a way to compensate the FBO's to help offset so we are not using City employees to help track? Director Pugsley thought this is a good idea that we could explore. Councilmember Farr said then we would have someone there who is looking out for everyone's interest.

Director Pugsley said landing fees were discussed for larger planes, and it was the same questions. Boardmember Byron Hansen said, how would we track it. This is when we talked about the FBO's watching, taking care of and getting a percentage.

Boardmember Byron Hansen said this would be the three problems. One, ability to track it, how much is being assessed so it is meaningful, as \$5 to \$10 is a waste of time and once it is assessed what is our power, how do you get the money? If their intention is to not pay this bill and spending a little time here and then not be coming back, the bill goes in the garbage. Director Pugsley stated let us do a bit more research and answer some questions. If we feel we have a plan that is better, we will bring it back. If not, we will just scrap it. Boardmember Byron Hansen stated does it have merit, he believes yes. We spend a lot of money on our facility out there and people should pay appropriately for it.

Boardmember Leonard said in regards to the FBO, which could work, in most cases they are not there on the weekends. Saturdays are fairly busy days at the airport. We would not have anybody tracking that busy time. He does not know, sitting and thinking, whether the technology is available for every pilot that lands, has to get his N number for identification. Boardmember Byron Hansen said they are supposed to but they do not have to. If the technology was there, where one could record those and it would pick up the N number as most are registered; this would give us the tracking of it. He does not know if this is possible. Mr. Hogan said they do have technology out there that can mount at the airport and it will track the aircraft that are equipped with ADFB. There are groups that will come in and install and at the end of the day the cost is low. Then you have to begin to pay for it. Most of the time they might provide the software free, but pay to install. This is an option wherein every month the airport can look at it and say, "ok, this tail number, these are the people." Then see who it is and bill them. He said he believes the FAA is mandating this. Chairman Baugh stated, yes but he can still turn it off under 10,000 feet. One only has to use it in controlled airspace.

Boardmember Leonard said you could hire an FBO but if that person is doing something, it will be missed. Boardmember Byron Hansen stated this needs to be something easy so we do not have to spend more money trying to police this rather than benefitting from it. Director Pugsley agreed.

Boardmember Leonard said as far as having language in the Minimum Standards; that would allow us to do something,. He asked what do universities do that train pilots. Do they pay Logan? Boardmember Josh Hansen said he does not know if they pay the City but in Logan Leading Edge Aviation is the only place where one may buy fuel. We can track every jet that lands and gets fuel we note that they have been onsite. We also have people there on the weekend. It is a full service FBO.

Mr. Hogan said he would reach out to the unidentified airport in Colorado and see what they have been doing. It is not only Brigham City, but it is all over. The question is how we capture. Boardmember

Byron Hansen said it would be good for Mr. Hogan to see if there is anything that would make sense considering our airport size. Then we could make an intelligent decision.

A motion was made by Bruce Leonard to table this item for further discussion and have Aviation come back with more information for our consideration, second by Byron Hansen, motion carried.

Snow Removal

Director Pugsley stated that we were off with a bang and it has been a few smaller storms since then. He wanted the Board to know how much the SRE building and equipment has benefited our airport as far as getting the airport up and moving. He said the last storm of any significance took us approximately 4 hours to be done. Anyone that has had to remove snow out there or been involved with hangars or flying out there, knows this is impressive. We have three (3) pieces of equipment, which are dedicated to the airport. Usually, we have the end loaders with the plows on them in the cul-de-sac areas working in Brigham City; we have been able to do some of the cul-de-sacs with the 5T, which has enabled us to get some equipment at a faster past out to the airport in the big apron areas.

We did have a longer closure on the first big storm we had, but that was because the storm kept coming and did not let up. As soon as there was a break in the weather, we got everyone out there and made short work of it. We blew the snow within a day or two, to knock the snow banks down, and that seems to have helped.

We are expecting, over the next 10 days, some precipitation at the airport. The smaller storms are nice because it bears off the asphalt with any amount of sun. He appreciates his crews going out there. He said he has seen how they do it before and after. Because of the equipment, we are able to get this done. This is thanks to the Board for approving the 5 year CIP's. Chairman Baugh asked if the crews have a preference to going out to the airport. Director Pugsley said there are employees who really like it out there.

Boardmember Leonard asked how the equipment was holding up such as the big truck and the blade. Director Pugsley said really well. We have had to replace the plow a couple of times since we have had it. We replaced it the first of this year and if you go out to the airport, the carbides are still all on it and doing well. Boardmember Leonard stated, then just the cutting edge. Director Pugsley answered, yes.

Director Pugsley said we rent or lease a Case tractor from Brigham Implement. It is \$2500 during the winter and it works well. We have the older Kubota tractor that we put a new motor in that we use.

Mr. Hogan said in Elko, Wendover and Kanab we put together a spec where we grab a tractor, with a high power runway broom on the front that turns at 360 RPM's which they use as a blower. They hit the runway and taxiways and the blower behind blows the snow off. In the summer it is used as a batwing mower. It is good because it is multi-use. The airports really like it. If it is the desire of the City and the Board we could begin to work on a CIP for this equipment.

Director Pugsley said with all the maintenance we do in Mantua, detention basins and the airport property the scheduling can get tough. It would be nice to have a piece of equipment if it is FAA eligible to be assigned to the airport.

Councilmember Farr said when one looks at the cost of wear and tear of a blade and heavy equipment vs the smaller piece of equipment would we see cost savings? Mr. Hogan said initially the FAA is 90% and the State is 4.63% of the \$200,000 your portion would be \$8000 so after five years it is already paid for, when thinking about what you are paying per year for the lease. Carbide blades are \$1200 per set. Director Pugsley said the larger blades are more. Mr. Hogan said it works like a champ and the next time he comes up, he could provide a video of it at work.

Councilmember Farr said is that CIP coming up every few years or is that something we can initiate now and possibly approach the City for a budget item? Mr. Hogan said, since Brigham City is a general

aviation airport they get \$150,000 a year from the Feds. They like us to plug this in a few years in advance. We would have to dedicate the funds from our budget. It would be an airport priority.

Director Tyler Pugsley was excused from the meeting at 5:45PM.

Mr. Hogan said we could approach this again when we come back up. He knows that Elko raves about it. Boardmember Josh Hansen said when one works on the big equipment it often time turns the dry snow into ice where the broom would not.

Meeting Adjourned at 6PM