

**Airport Board Meeting**  
**Tuesday, August 15, 2017, 12:30 p.m.**  
**UVU Hangar B, Classroom C**  
**1185 Mike Jense Parkway, Provo UT**

**Attending:**

Lon Woodard, Board Member  
Bill Prochazka, Board Member  
Mark Hathaway, Board Member  
Mario Markides, Board Member  
Kris Whitehead, Board Member  
Steve Gleason, Provo City  
Donavon Cheff, Provo City  
Brian Torgersen, Provo City  
Dave Decker, Provo City  
Gary Winterton, Provo City Council  
Gary Lemmons, ATCT  
Mel Leseberg, Aviation, Visitor  
Jeff DeMille, TAC Air, Visitor  
Buck Robinson, KBR Construction (TAC Air project), Visitor  
Andrew Scanlon, AECOM, Visitor  
Jeff Carlson, AECOM, Visitor  
Jared Ringger, Clyde Companies, Visitor  
Cameron Fugal, NFSCO, Visitor  
Matt Fugal, NFSCO, Visitor

**Welcome and Approval of Minutes**

Mark Hathaway welcomed everyone and asked if there were any changes to the May 9, 2017 minutes. With no changes or comments, Bill Prochazka motioned and Lon Woodard seconded that they be accepted as written. Voting was unanimous.

Time was turned over to Mr. Gleason. He asked everyone visiting to introduce themselves. Brian Torgersen was introduced as the new Public Services Division Director. He has been with Provo City Engineering for 7 years and has been a licensed professional engineer by trade. He is happy to be involved with the airport and happy to lend a hand when needed.

**Business Proposal**

Hancock Aviation Companies submitted a proposal to Mr. Gleason, but was not in attendance at this meeting. In their proposal they mention renting a hangar from TAC Air. Mr. Whitehead said Barry Hancock is based in Heber right now, but has been at Provo quite a bit. They will start off with a Cessna 172 and rent hangar space from TAC Air. The flight school would meet the minimum standards that are required. Mr. Hancock has a good reputation and would be filling a niche that isn't adequate right now, which would be having an aircraft for rent and flight training without registering to be a student at UVU. They will need to provide a valid business license and have required insurance. They will be operating out of the TAC Air facility or on the north ramp. They will also be using the old Central Utah hangar farther north. There is parking available for them. Lon Woodard moved that they be approved according to the proposal as given. Bill Prochazka seconded. Voting was unanimous, with Mario Markides (UVU) abstaining.

## Construction Updates

### TAC Air Hangar

The proposed renderings were shown. It will be the basic colors required for the airport. The hangar would be 186' wide 126' deep. This will be the largest hangar on the field. As with any building, 74-60 will need to be done as per FAA regulations. Architectural panels and flat-topped roof are required, and the parking lot will be on the north. The corporate logo is a bit of a stretch to be called earth-tones, but because it is a branding thing, it will be OK for corporate identity. The rest of the building meets the requirements very nicely.

### New Taxilane and Parking Lots

The new building will be next to the new corporate taxilane that will be going in. TAC Air will have private parking, with city parking on the outside. This proposal has been approved in past meetings, but now the drawings are being presented. Mr. Markides asked about the parking near the Alpine structure - will cobble be addressed? It will stay cobble. When the taxilane goes in, UVU's parking lot will be removed.

The roadway east of the parking that exists now will be eliminated when the taxilane is extended to the end. Flightline Drive will be the new access for UVU and corporate hangars. UVU parking that will be eliminated will be moved to a temporary mill-tailing parking lot as an interim step while UVU constructs a new permanent parking lot. UVU will also construct a roundabout as part of their construction. Where the mill tailings pad is right now, this will eventually be a hangar space. This area is reserved for UVU in exchange for them building a public parking lot for corporate hangar parking. Mr. Woodard asked about how, in the interim, will we get people from the south to UVU? They will still have access on the current road until the taxilane is completed. Once the parking lot is constructed, access will come in from Flightline Drive. TAC Air's hangar will go in this fall, and the taxilane will go in pretty quickly.

Mr. Prochazka asked how will airline passenger parking be addressed in the interim? They will use the temporary lot that Provo City built last year. Mr. Gleason counted empty spaces on the busiest day, and there is plenty of room for the passenger parking. BYU football flights parking will be in the overflow areas if we need to. If we expand to two gates with a new terminal, we will need to have overflow parking built until the new terminal is built. We will do our best to keep Duncan parking designated as employee parking only.

At the last meeting, we voted to allow Provo City and TAC Air to negotiate in good faith. TAC Air will build the first half of the taxilane to get to where their hangar is. That is roughly half of cost of the complete taxilane. We are charging everyone who gets a pad along the new taxilane an impact fee in the amount of \$1,000 for every one foot of frontage. A standard hangar of 100x100 would be a \$120,000 impact fee to build along the taxilane. This money will be used to reimburse TAC Air over the space of 10 years with no interest. It equates to a \$600,000 no-interest loan from TAC Air to build the taxilane. We will subtract their frontage for their new building from the amount we pay them back. If we sell more pads, we would pay them back faster than the 10 years. At the same time we are looking for another partner with a similar deal to complete the rest of the taxilane while it is cheaper and we have a company here to do it. There are at least 4 other interested parties who want to build hangars on this taxilane. Once the taxilane is complete, it should fill up fairly quickly.

Mr. Gleason asked for a motion and a vote of support. Mario Markides moved to approve the proposal as described, with Lon Woodard seconding. Voting was unanimous with Kris Whitehead (TAC Air) abstaining.

Mr. Markides asked about the taxiway. It will be taken as far east as we can as is being designed in the master plan update.

#### North Alpha Ramp

Mr. Gleason showed a picture of the old master plan's North Alpha ramp and taxiway Alpha. The North Alpha ramp is the ramp that will be in front of Duncan Aviation. It is not called the Duncan ramp as some have been referring to it as. It is the North Alpha apron, and will be a public ramp. We are building it with EDA funds (Economic Development grant). It will have two taxiways that attach to taxiway Alpha. We will have to close down the north end of taxiway Alpha within the next two weeks to extend those two taxiways during construction. The Tower will route traffic off of Alpha One. Small aircraft will have two options of how they want to take off. It will be NOTAM'd so everyone is aware and can plan accordingly. There are 55 days left to get this work done. If we get into bad weather, Allegiant will not be able to get in. Without the glideslope they won't be able to land in bad weather. It should be down for 3 weeks at the most. We will do the work as quickly as possible, then open it back up. Overburdening work is being done right now, then it will be paved next year. It is currently 2' above existing level for overburden.

#### Taxiway Alpha

The next issue will be the rebuild of taxiway Alpha and rebuild of the electrical system. This will enable us to get pilot-activated lights. The grant offer should be here by Friday. It has taken too long to get the whole project done in one year. We will split it into two years. The goal is to try and do the part that goes to the runway first and get that out of the way. If it takes longer to get pavement in before the snow flies, it will have to wait. Once the taxiway is cut, it can't be stopped or it would shut down that whole end of the runway. If we can't pave until November, we will do another part first. We will get with Aviation and the Tower when we know which part will be done first so they will know how to handle traffic. This project was voted on a few meetings ago.

Lighting is part of this project. The current vault will be rewired so each taxiway is on its own circuit. A new vault for emergency lights will also be constructed. Alpha 3 South and Charlie will have new LED lights. As lights are replaced from now on, they will be LEDs. We will keep everyone informed as much as possible as we find out more.

#### Duncan Aviation

Mr. Gleason passed around a rendering of what Duncan Aviation's building will look like when it is opened in 2020. He reviewed the architectural standards for the corporate area. The commercial area (where the terminal is) has a different architectural standard. Everything north of that has been general aviation - white building with blue trim standards. When this was determined, there was nothing northward to set an architectural standard. Ten years ago the Airport Board agreed that Duncan would be able to set the standard for future construction that will take place in the north section of the airport. Mr. Prochazka clarified that "standard" doesn't mean exact match with everyone else. Mr. Gleason said it means "similar to" in look and feel, like it is in the corporate area. Mr. Gleason asked for a motion to accept the design for the Duncan building. Mario Markides motioned to accept the Duncan design as proposed and Lon Woodward seconded. Voting was unanimous with Bill Prochazka (Duncan Aviation) abstaining. Mr. Gleason expressed appreciation for the companies in the corporate hangars all complying with standards

**Part 139 Inspection**

The 139 inspection is next week Aug 23, 24, 25. Airport staff will be making sure everything on the airport is ready for it. Trent and Donavon have done a great job getting ready for this.

**Winter Ops (new equipment)**

The new 22' broom has arrived. It is really good at getting friction up to where it needs to be to keep the airfield safe. We shouldn't have to sand with this broom. This broom is a \$648,000 piece of equipment purchased with an FAA grant. It can operate at 35 mph - the old one went 5 mph.

**Allegiant/Terminal**

Mr. Gleason showed a picture of the terminal on a day that was not even a full flight, and the building was packed. Allegiant can't expand until we get a second gate. There are several ideas on how to do that, but a proposal isn't ready to be presented yet. Options are to build a full-scale terminal on the south end; or expand on either side of the current building to get a second gate. We are using all 170 seats in the terminal for one flight. We have talked about doing a very temporary extension so Allegiant can increase their flights. This would increase our revenue, giving us the potential of being able to bond for a new terminal. Seating would increase to 300. Two options will be presented at or before the next Airport Board meeting.

**Manager's Report**

With nothing else to report on, Mr. Gleason asked if there were any other questions. With none, Bill Prochazka motioned and Lon Woodard seconded to adjourn at 1:16 p.m. Voting was unanimous.