



# Cedar City

10 North Main Street • Cedar City, UT 84720  
435-586-2950 • FAX 435-586-4362  
www.cedarcity.org

**Mayor**  
Maile L. Wilson

**Council Members**  
Ronald R. Adams  
John Black  
Paul Cozzens  
Don Marchant  
Fred C Rowley

**City Manager**  
Rick Holman

## CITY COUNCIL MEETING

**JULY 1, 2015**

**Immediately following the work meeting**

The City Council meeting will be held in the Council Chambers at the City Office, 10 North Main Street, Cedar City, Utah. The agenda will consist of the following items:

I. Business Agenda  
Public

Consent Agenda

1. Approval of minutes dated June 3 & 10, 2015
2. Ratify the bills dated June 23, 2015
3. Approve self-fueling application for the Airport – Jeremy Valgardson
4. Approve the appointment of Donna Law and Anne Judd to the RAP Tax Arts Committee – Mayor Wilson

Action Agenda

5. Public Hearing to consider fee waiver for the Renaissance Fair – Cathy Bryant
6. Consider traffic circulation proposal for 1925 N., west of Main (between Canyon View schools) – Iron County School District/Hunter Shaheen
7. Approve a resolution amending the Airport rules & Regulations – Jeremy Valgardson
8. Consider approval of two dump trucks, one for the Street Department, and one for Storm Drain – Jeff Hunter
9. Consider approval of a resolution updating the locations that fireworks can be set off – Mike Shurtz/Chief Mike Phillips

Dated this 29<sup>th</sup> day of June, 2015.

Renon Savage, MMC  
City Recorder

### CERTIFICATE OF DELIVERY:

The undersigned duly appointed and acting recorder for the municipality of Cedar City, Utah, hereby certifies that a copy of the foregoing Notice of Agenda was delivered to the Daily News, and each member of the governing body this 29<sup>th</sup> day of June, 2015.

Renon Savage, MMC  
City Recorder

**COUNCIL WORK MINUTES**  
**JUNE 3, 2015**

The City Council held a meeting on Wednesday, June 3, 2015, at 5:30 p.m., in the Council Chambers, 10 North Main Street, Cedar City, Utah.

**MEMBERS PRESENT:** Councilmembers: Ron Adams; John Black; Paul Cozzens; Don Marchant; Fred Rowley.

**EXCUSED:** Mayor Maile Wilson.

**STAFF PRESENT:** City Manager Rick Holman; City Attorney Paul Bittmenn; City Engineer Kit Wareham; Executive Secretary Barbara Barrick; Finance Director Jason Norris; Police Chief Robert D. Allinson; Fire Chief Mike Phillips; Economic Development Director Danny Stewart; Public Works Director Ryan Marshall, Human Resources Specialist Natasha Hirschi.

**OTHERS PRESENT:** Karsten Reed, Scott Jolley, Melodie Jett, Tom Jett, Jade Etchart, Kris Groves, Shannon Nowers, Blake Cozzens, Jay Adams, Bob Platt, Terri Hartley, Wayne Hartley, Nataly Burdick, Corey Baumgartner, Patrick Charles, Robin Haight, Brenda Haight, Wade Grimm, Barbara Imlay, Doug Hall, Haven Scott.

**CALL TO ORDER:** Reverend Montgomery of St. Jude Episcopal Church gave the opening prayer; the pledge of allegiance was led by Rick Holman.

**AGENDA ORDER APPROVAL:** Councilmember Don Marchant moved to approve the agenda order; second by Councilmember John Black; vote unanimous.

**ADMINISTRATION AGENDA – MAYOR AND COUNCIL BUSINESS; STAFF**

**COMMENTS:** ■ John – I would like to apologize to Wade Grimm for the confrontation last week. Danny could you update us on the signs? Danny – We finished the draft for the RFP which will go out this week. ■ Fred – Thanks to the Fire and Police Departments for the difficult situation last week and how they handled it. It turned out as well as it could have. Thanks for a job well done. Are the two officers okay? Chief A – They will be. I visited with them last night. Their vision will be fine, but their eyes are still sore. ■ Don – I attended the Arts Council presentation. It is quite an active group and I'm pleased with what they are doing with encouraging all forms of the arts. Our RAP Tax funds are being used wisely with that group. It was a pleasant evening. ■ Rick – I have some suggested alternatives to the June meeting agendas. Mayor Wilson needs to propose the final budget, but won't be here. I'll print out some suggested changes and bring them next week. ■ Danny – The Economic Development Council of Utah recognized Cedar City and the USF in its newsletter.

**PUBLIC COMMENTS:** ■ Scott Jolley – Upper Limit Aviation. I wanted to give you an update on our efforts in DC. So far I've spent about 50% of my time in DC working on legislation. Senators Hatch and Congressman Stewart have been helpful and expect it

sewer line next to the lot next to lateral. The City doesn't know when it was connected. In the past, we've had folks by-pass and connect without telling the City. That is one reason why back-bill ordinance is in place. In 2003, the billing records indicate that when the home was purchased, the City was not aware of providing the service. Karsten – The billing department may not have known, but engineering did. You can tell by the schematic.

Paul B – What you have shows a six inch lateral and an eight inch line and it doesn't show it is connected. Karsten – My exhibit shows that it was connected. Paul B – Staff doesn't agree it means it's connected. Karsten – Any reasonable person reading this would say the engineer writing this is saying that this is connected. Paul B – If it was connected, the engineer would have said it is connected. Karsten – It says, the lot line was dug up looking for a sewer problem. Kit – I didn't work here then so I don't know. Karsten – If there is a single family residence that hasn't been billed in 30 years, the City should have figured it out. Paul C – I need to disclose that my son and Karsten work very closely together. This is about the third one of these back-billings we've discovered since I got on the Council. If we could run report on those who are hooked to the system and not billed, we could take care of this. It is no fun. Could you research how to do this Rick? Rick – Kristin has started an audit of all 8000 accounts and it is taking some time. We are getting an intern next week and that is what we will assign to him. Then we'll dye test for sewer collections and find out if there is a lateral from those addresses. So for 27 years that residence has been using our services and we are asking for two years payment. Paul B – This residence has never received a sewer bill. There was a note in the file in 2003 that there was no sewer service, when the Reeds took over. Fred – Does the sewer show on the bill? Karsten – The tenant receives the bill. Seeing a bill is not an issue. Fred – It is. If the bill says no charge then it's different than not seeing it at all. Karsten – My assumption is that I am being billed correctly. Fred – It's the same situation as the places that were getting water shut off, as the people responsible for paying the bill are not getting notice. But you've received the benefit of the sewer and the amount you pay will be a pittance. It's likely those who connected to the sewer knew more about it than the City does. Karsten – I think this shows that the City became aware of this and didn't bill. It is kind of a hidden street. Fred – This is an additional \$21.00 over the two years to pay off. Don – We are throwing stuff at a tenant that he probably doesn't pay attention to. Karsten – Most people don't look at the bill unless it's out of line. Paul B – The City's contracts are always with the property owner, not the tenants. Karsten – It would be an undue burden to collect from tenants. I didn't illegally connect to the sewer. Fred – But you've been receiving the benefit. Karsten – I'm not disputing that.

Action.

**CONSIDER A REQUEST TO ANNEX APPROXIMATELY 18.41 ACRES OF LAND IN THE VICINITY OF 2800 NORTH AND NORTHFIELD ROAD – STRATTON FAMILY/BOB PLATT:**

Bob – A year ago we discussed this annexation. The only thing that has changed since then is the law and that's why it's back. Paul B – Bob and his company have been to the County and they've signed off of this. The biggest issue that the County had was road maintenance, and we have found out we've had agreements in that area for quite some time. Now the law says the preference is for no islands and no peninsulas but if the City

and you need to define who can help enforce them. People need to be protected. This morning I read there is a Hepatitis A outbreak in our community. When you integrate commercial with residential it can be disastrous. There are disease vectors than can happen in a highly populated area. Measles, Hepatitis, West Nile virus, Lyme disease. We need to be careful. There is too much rush-rush and hush-hush. We want to go back to the 154 people who signed the petition. If you care about us, how can you help us and inform us? May we all work together for a better solution.

**CONSIDER AN EXCHANGE OF SERVICES AGREEMENT FOR THE AIRPORT – RYAN MARSHALL:**

Ryan – We identified a need on the northwest side of the Airport. It currently is a dumping ground and we want to fill it in and make it an area to use for potential future development. Animals also hide out in that area. We decided to put out a proposal to fill that in and put it into the master plan. Schmidt Construction would fill with clean fill and they propose an exchange of services. We would allow them to fill the pit and waive landfill fees and they will do projects out at the Airport in exchange, such as brush removal, and fencing changes, etc. We have identified all those. We would like to enter into an exchange of services agreement with them. John – Who will clean up the debris? Ryan – He will. There will be 210,000 cubic yards and it will be compacted. It will allow us to get some projects done that we have been unable to fund in the past. Don – It is a win-win situation both ways and will be done right. Paul B – We advertised and the only one that bid was Mr. Schmidt. John – Are there issues with access? Paul B – Prairie dog restrictions and others that are applicable. Ryan – We will put in controlled gate right in the area off of the Lunt Highway, and it's a non-prairie dog area. Paul B – It is in your packets, but it was put in there later in the afternoon for those who haven't seen it yet. The clean fill is dirt, rocks and concrete. Kit – As the fill goes in, if anyone comes in and wants to build in the future, we will have to have the fill tests documented. I will email this language to Paul B to include in the contract. Paul C – Make sure there are no problems with the fill, make sure it's compacted correctly.  
Consent.

**PUBLIC HEARING TO CONSIDER THE CEDAR CITY COMPENSATION PLAN – RICK HOLMAN :**

Natasha – We hired Personnel Systems to perform this study last October. There are a few changes from the numbers you got last time, as some wastewater certifications were missed in the last one. I think you are familiar with the process. We included Department Heads and employees. This is the opportunity to adopt and put this into policy. We are currently looking at a compensation policy with Department Heads. John – Compliments to you and staff on the depth and breadth of this study. It's very professional and well done. Don – It's one of the fairest studies I've seen to establish the criteria. And you spent a lot of time on it. Rick – Mr. Swallow pointed out that some positions are currently below market and the budget includes an effort to address those. Fred – We lost an employee this week because of better pay somewhere else? Natasha – Yes. He was an equipment operator. Rick – This will help us be more assertive in retaining employees. Don – It is important to address this, as budgets allow. John – Staff needs to

**CITY COUNCIL EXECUTIVE SESSION**  
**JUNE 3, 2015**

The City Council held an executive session on Wednesday, June 3, 2015, at 6:55 p.m. in the Council Chambers at the City Office, 10 North Main, Cedar City, Utah.

**MEMBERS PRESENT:** Council Members: Ron Adams; John Black; Paul Cozzens; Fred Rowley; Don Marchant.

**STAFF PRESENT:** City Manager Rick Holman; City Attorney Paul Bittmenn; Executive Secretary Barbara Barrick; Human Resources Specialist Natasha Hirschi; Finance Director Jason Norris.

**EXCUSED:** Mayor Maile Wilson.

**REASONABLY IMMINENT LITIGATION:**

**ADJOURN:** Councilmember Fred moved to adjourn at 7:32p.m.; second by Councilmember Black; vote unanimous.



Barbara Barrick  
Executive Secretary

**COUNCIL MINUTES**  
**JUNE 10, 2015**

The City Council held a meeting on Wednesday, June 10, 2015, at 5:30 p.m., in the Council Chambers, 10 North Main Street, Cedar City, Utah.

**MEMBERS PRESENT:** Mayor Maile Wilson; Councilmembers: Ron Adams; John Black; Paul Cozzens; Don Marchant; Fred Rowley.

**STAFF PRESENT:** City Manager Rick Holman; City Attorney Paul Bittmenn; City Engineer Kit Wareham; City Recorder, Renon Savage; Finance Director Jason Norris; Police Chief Robert D. Allinson; Fire Chief Mike Phillips; Fire Marshal Mike Shurtz; Airport Manager Jeremy Valgardson; Wastewater Plant Manager Darrell Olmsted; Public Works Director Ryan Marshall.

**OTHERS PRESENT:** Tom Jett, Kip Hansen, Emily Ronquillo, LaNor Warby, Jessica Sury, Robin Haight, Wade Grimm, Barbara Imlay, Mike Mower, Scott Jolley, Rich Cannon, Jannett Johnson, Neal Donohue, Erick Wirz, Katrina Arnell, Wayne Hartley, Terri Hartley, Dr. Howard Maize, Ed Nunes, L E Rayborn, Larry Flich, Steve Ahlgreen, Bob Tate, Casey McClellan, Doug Hall, Tim Beery, Carin Miller, Mark Miller.

**CALL TO ORDER:** Councilmember Black gave the opening prayer; the pledge of allegiance was led by Mayor Wilson.

**AGENDA ORDER APPROVAL:** Mayor – we need to pull #6 off the consent agenda.

Councilmember Black moved to approve the agenda order for all meetings with #6 moved to action; second by Councilmember Adams; vote unanimous.

**ADMINISTRATION AGENDA – MAYOR AND COUNCIL BUSINESS; STAFF COMMENTS:** ■Rowley – I got a call from a reporter asking when water restrictions would be enforced, I told her they were always implemented, she said it may be wise to remind people. ■Cozzens – I want to thank those involved in honoring our Veterans this last week and those that were sponsors to allow these individuals to have that experience. It was great for me personally, I took 2 of my children that we have adopted from a foreign country and allowed them to see how much the veterans have done for the country. Marchant – it was an emotional experience, the old guys hobbled off, it was a thrill to see them treated so respectfully. ■Mayor – we will have a new intern start Monday and one in two weeks. Katrina Arnell – I am a 4.0 senior at CHS; I will intern with the Mayor on the City budget compiling all budget documents into one format. I am excited to be a part of this. ■Mayor – we found out at last minute, yesterday a combat injured Marine Veteran double amputee came to town, riding his bike across country, I met him and gave him a Utah book. Also, we have Summer Games Thursday, PRCA Rodeo Friday and Saturday, and the Paiute PowWow both days and the parade Saturday morning.

When I find out something I need to share with my neighbors. I have stood with water 41 inches deep in my business, I have seen sewers back up so they had to remodel, I have lived through things in Cedar. I want to be aware of what is going on. I felt we were the home team to protect home, families and friends; we want to make sure we do the best job possible to get results we want. I suggest that it is good we have the camera, but we need a camera for staff so we can hear and understand them as well. The City Attorney and City Engineer should be in view also. They have power that influences decisions. We are convinced a buffer zone is good between residential and commercial. We want an open dialog, preventing the problem is the best solution. We are friends of our neighborhood where we live and want to participate the best we know how. The biggest thing is lack of communication. Thank you for the dialog. Black – I appreciate you taking the opportunity to meet with staff, it will help all of us. Robin – I think it will help. I want to be friends not enemies. ■Dr. Howard Maize, talking about the noise of the helicopters, we have acres and miles where they can go, we have gone to the City, they say it is a county problem, the County says it is a City problem. The business of Upper Limits Aviation is here in the City, we want to find out what we can do. Our houses are in the flight path, where they turn around, they fly low, slow and noisy and it is a constant nuisance, we are retired. One is keeping a record of when, day and time, I am keeping a diary of how low. There has to be a place to fly, we have called them to find another place to fly and then we get more helicopters. Black – where do you live? Dr. Maize - by the Substation on Lund Highway. Mayor – the reason with the City/County thing is they live outside the City limits. Dr. Maize - We are in the flight path of the fixed wing, they fly high and are quicker and quieter. We have heard they were thrown out of other cities. It is 7 days a week 4-6 times a day. One of us was in the BLM and a fixed wing came over and we motioned them to go the other way and they did. 11-11:30 p.m. they flew over us four times Monday night. There are 4 of us here, there are a lot more out there, we can bring the entire neighborhood. If they want to fly over the house 1-2 times a day and go to Minersville Highway, but they pick one flight path every day. Rowley – I asked if ULA could alternate flight paths once a week so one neighborhood doesn't get it every day. When they do that it becomes unpredictable and it is dangerous. Dr. Maize – they say they don't want to anger the people of Enoch.

Jeremy Valgardson, Airport Manager – I was asked to talk about standard procedures and flight patterns. I want to thank Dr. Maize, if they have problems I invite them to the Airport to go over the map. The issues we have the location where the neighborhood is located, VOR is navigational aid for all instrument training and they have to have so many holds and approaches, it is 5.6 miles from Cedar City Airport, we only analyze the noise in the 5 mile radius, everything else is a Federal issue. They shoot out to the west which is right over the neighborhood, it is a FAA flight path, they are supposed to go up and this is not just for our airport, the rotorcraft go below the fixed wing and are about 1,000 feet off the ground, the City or County cannot control. Rowley – they are required to follow that pattern? Jeremy – yes, it is published by the FAA, it is a highway in the sky. If the conditions are too bad to get in the airport they have to do a hold and fly in circles. Rowley – helicopters can go where they want, why can't they go a different direction. Jeremy – it is training purposes, it is still a separation not to hit a house and it gives communication with Salt Lake. If they just went to the west in a cloud they have to

over our houses. Rich Cannon – it is not just the instrument path, there are requirements to do holds which is a racetrack, outbound for one minute and turn and inbound for one minute, it usually puts us 2 miles from the OVR. Dr. Maize – is there another direction that is not over the houses that on occasion they can fly. Rich Cannon – we have limited dramatically how much they go, we don't allow them to go South, we hold to the north, the east is the approach path to the runway, so we only have the northwest corner. Scott Jolley – you might want to save money for your light poles, the BLM is barely getting out. The concern of us getting kicked out of another city, that has not happened. You will have noise over Cedar City tonight, they will be practicing for USG, one aircraft tonight and 5 tomorrow. We have appreciated the cooperation with the City. We welcome these people to come out to our office and we can explain things to them as well as the economic impact, we have had one gentlemen come out and do that. We have a good relationship with the County; we have 13 that are deputies with the County. We appreciate your airport manager; he is smart, does his research and is good to work with. Marchant – what would the possibility be to take a few of the citizens up with you and show the parameters you have to fly by and so they can see the proximities you are dealing with. Would any of you be interested in going up with them to see this? Dr. Maize – sure. Scott – as long as Mike is ok with that. Cozzens – when ULA came to town, I appreciated them taking Councilman Marchant and I up and they have improved a lot since then, but it helps to see. I have appreciated ULA discussing the issues and some situations have gotten better. Scott – we want to be a good community partner. Ed Nunes – it is my opinion that they are a great economic to the community, they may have a 300 limit to the students, but at 230 they have too many in their program. They need to look at a compromise so everyone is happy. Drop the number of students so we can have a day off. We understand flight patterns. We need a compromise, right not it is all money. Mayor – Scott would like to meet with you and bring you in so you can understand and compromise. Their operation is capped. Ed – when they came in the community they had to get special use permits, they may have a ceiling at 300, but 230 is too high. It is up to you to come up with what is fair. We are on the receiving end and we are not getting any of the money. Who says that you can't limit and knock down the number of students? It is not just us that are here, it is everyone out that way. It is one sided.

Mike Marrow, Chief operation Manager – the increasing students, we will increase but keep the flying the same. We are working with FAA to reduce hours to pick up the cap which is self-imposed. There should be no increase in hours flow, but more students. Mayor – some of this would help to understand the situation in a meeting with them. Mike – the company where we can work with folks we will. We will look to see if we can change flight patterns if there is a way to change the VOR holds. Cozzens – can they have an alternate? Jeremy – no, these things are put in by NASA and the Navy in the 30's, they won't move a VOR, and the next closest is in Milford. This services the Cedar City Airport. Mike Marrow – I would like people to come out and have a good civil conversation. Mark Miller, I live in Fiddlers, I felt we were in the middle of the flight path. There are more people upset than will come to council meeting. I am a private property rights person, I live high along the cliffs and it invades my property rights. They are pretty routine and fly up

**CONSIDER A REQUEST TO WAIVE BACK SEWER BILL FOR PROPERTY LOCATED IN THE VICINITY OF 1487 WEST 165 SOUTH – KARSTEN REED:**

Rick – Mr. Reed is not here, he made his recommendation based on his assumption that the home was hooked up for over 20 years and not charged. We periodically find these situations, to relieve those from the back pay the ordinance was passed to go back 2 years, that is what we recommend.

Rowley – if I went shopping at Wal-Mart and had dog food and forgot it was there and I got to the car I can't say they and I didn't notice so I get it free. I had something similar happen to me, there was a benefit for 20 years, I believe the bill should be paid.

Cozzens – I have a conflict with this item so I will recuse myself.

Councilmember Rowley moved to deny the request to waive back sewer charges for Karsten Reed at 1487 West 165 South; second by Councilmember Black; vote Aye – 4, ABSTAINED – 1 Paul Cozzens.

Adams – are we working on this situation? Rick – yes.

**CONSIDER AN ORDINANCE ADOPTING THE CEDAR CITY COMPENSATION PLAN – RICK HOLMAN:** Rick – Natasha presented this last week, I appreciate the Council recognizing the value of the plan.

Councilmember Black moved to approve the ordinance adopting the Cedar City Compensation Plan; second by Councilmember Cozzens;

Marchant – question on the motion. Is there a way to amend by transferring funds from our 25% reserve to bring compensation up? Mayor – that is on the next agenda.

Roll call vote as follows:

Ron Adams	-	AYE
John Black	-	AYE
Paul Cozzens	-	AYE
Don Marchant	-	AYE
Fred Rowley	-	AYE

**CONSIDER THE CERTIFIED TAX RATE – JASON NORRIS:** Jason – I got an email at 4:21 today, it is opened for us to enter our information, but we won't be raising taxes. Paul – we should put it on the agenda until we get it, there is a deadline to have it adopted, but if we don't have it from County resources we are late.

Marchant moved to table until we have the information; second by Councilmember Adams; vote unanimous.

**SPECIAL COUNCIL WORK MINUTES**  
**JUNE 10, 2015**

The City Council held a meeting on Wednesday, June 10, 2015, at 7:05 p.m., in the Council Chambers, 10 North Main Street, Cedar City, Utah.

**MEMBERS PRESENT:** Mayor Maile Wilson; Councilmembers: Ron Adams; John Black; Paul Cozzens; Don Marchant; Fred Rowley.

**STAFF PRESENT:** City Manager Rick Holman; City Attorney Paul Bittmenn; City Engineer Kit Wareham; City Recorder, Renon Savage; Finance Director Jason Norris; Police Chief Robert D. Allinson; Fire Chief Mike Phillips; Public Works Director Ryan Marshall; Fire Marshall Mike Shurtz; Heritage Center Manager Jason Clark

**OTHERS PRESENT:** Jessica Sury, Lanor Warby, Blake Cozzens, Tom Jett, Kip Hansen, Terri Hartley, Wayne Hartley, Doug Hall, Carin Miller, Katrina Arnell.

**PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE 2015-2016 FISCAL YEAR BUDGET, AND FOR AN INCREASE TO ELECTED OFFICIALS COMPENSATION – JASON NORRIS:**

Jason – See the revisions from the tentative budget on Exhibit “A”. We had Trevor present the analysis for the voice over IP phone system, it is included for \$31,220, additional for Fire Training for \$4,000, council recommended \$0.50 for hourly employee, added street light project \$348,000 funded by RDA and \$50,000 UDOT grant, added Coal Creek Road Phase 1 involves water, sewer collection and storm drain and not funded by enterprises, and there will be a grant for \$850,000,

Mayor – we are decreasing the city image and moving it to community promotions.  
Rowley – Ryan, why does this need to be a dedicated roller? Ryan Marshall – the purpose, in our inspection we were deficient because of the prairie dogs, the blade them back in, but it is not sufficient for FAA standards, so you have to do compaction. Rowley – how often? Ryan – 3 to 4 times a week. Cozzens – where are we on the prairie dog issue? Ryan – we have had calls with US fish and Wildlife, DNR, us and FAA, they say they will go by FAA standards, DNR says they have a state law regarding that, FAA said they will come back with a recommendation. Ryan – we only have initial pricing that is for new; we are looking for used equipment. Marchant – when the inspector was here, they went around the night before, they made it as flat as possible, overnight one prairie dog popped up and it set the FAA inspector on fire. Ryan – the DNR is doing the control for us until we get permission from FAA.

Jason – background on changing the salaries on elected officials, it is not a request from the elected officials. Right now all the elected official salaries are part of the URS and they have minimums for tier 1 retirement that we have to pay for individuals to be eligible. That moves it roughly \$300 a year, we raised it so it lasts about 5 years. If we don't increase the annual salaries then they won't be eligible for the retirement system. I proposed the amount so we don't have to do it every year, that we change the annual

replacement in the community, we need to determine what we would have to raise the rates to meet that. Rowley – do we have a yearly installment plan to replace lines in the City like we do streets? Rick – yes, a few years ago we put together a list of all lines less than 8” and asked the Water Department to prioritize line size, repair efforts on certain lines such as Wedgewood line which was a 12” line and they were spending more time repairing that line. Rowley – we should have a grid so you don’t have to go further than 3 blocks for water and then come up with a plan. Rick – in addition, we want to be sensitive to what Jeff is doing in maintenance, we don’t want to redo a street and then dig it up to fix a water line. Marchant – if we can coordinate and do it before so you are not double spending. Mayor – we can go back and look at the list and work with Mike on some of the lines. Black – when you take the tender to a fire is it mobile? Chief Phillips – yes, and we have a map to know where the bigger water lines are, we always go to the east side of Main Street. Cozzens – the water issue won’t go away, being on the CICWCD, we are looking at long term planning and it will cost money. If you look at California you see that water costs come into play. We need to be responsible and plan as we go. Black – the new water does not have to be processed.

Kip Hansen – I applaud you for making the hard decision. As I recall there are 2 issues in raising rates, not to raise revenue but to encourage conservation. If you look to increase the revenue, perhaps the revenue could decrease if you want so much conversation.

Kit – it is a worst case scenario based on a model on the high flow day and hour and it is not all on old undersize lines, it is on how they system is configured. In Equestrian Point they are less than 10 years old and it shows every hydrant being replaced and it is because of the pressure, once it is looped line the hydrants will go away. Rowley – that is the issue on Interstate Drive. Kit – yes and on Coal Creek Road. It is not necessarily a line problem.

Black – for the departments that rely on seasonal employees, we need to take a look at if we have returning employees the learning curve flattens out and the supervisor knows what they have. I would like to see something done on each succeeding year. Rick – we have established pay ranges for all seasonal employees based on duties, knowledge, skills and abilities and they do have a top of that range like full time employees. The seasonal have the same situation as full-time we have tried to treat them the same. I understand what you are saying.

The public hearing closed.

Cozzens – we are voting next week. I think the staff and everyone has done an excellent job. I won’t be able to vote in the affirmative on the budget with the rate increase. Black – Rick will you find out with URS. Rick – yes. Mayor – it is on action and we will find out with URS the parameters. Rick – we will find out if not having elected officials on URS would hurt us. Cozzens – we have a challenge giving a 10 year seasonal employee a \$0.50 raise, I feel I am compensated fairly. I would rather see the increase go somewhere else. I would appreciate you looking into that to see if we can leave it like it

EXHIBIT "A"  
SPECIAL WORK MEETING, JUNE 10, 2015

Budget Revisions

June 10, 2015

Departments: New Items or Revisions

- 1) Airport
  - a. Revenue Projections from Ryan & Jeremy:
    - i. Fueling Fees: increase from \$13,500 to \$65,000 (so it's a \$51,500 increase)
    - ii. Landing Fees: increase from \$55,200 to \$76,000 (so it's a \$20,800 increase)
  - b. New Capital Request Based on FAA Inspection
    - i. Roller: \$30,000
  - c. Personnel: Based on FAA Inspection
    - i. Re-classed a vacant part time position to be full-time (an increase of \$22,743)
  - d. Increased asphalt maintenance by \$2,952
- 2) Engineering
  - a. \$31,220 increase for VOIP Phone System (City unified network with voice over IP phones) – this is in the Engineering Budget as Trevor has been the one working on this project
- 3) Fire Department
  - a. \$4,000 increase to cover the additional training costs
- 4) Leisure Services
  - a. \$25,000 increase to Recreation budget- Legal Claims to pay Dan
  - b. \$1,000 increase - Cross Hollows: Salaries & Wages – Temp \$1000 for the \$0.50/hr raise for Nate
- 5) Street & Highways
  - a. Increase of \$348,000 - Street Light Replacement from Monterey Drive to 800 South (Cobra Head Lights)
    - i. \$298,000- RDA
    - ii. \$50,000 – UDOT
  - b. Coal Creek Road Phase I Main to 1045 N (\$1,547,000)
    - i. \$850,000 - Grant
    - ii. \$360,000 – Coal Creek Fund
    - iii. \$265,000 – Transportation Impact Fees
    - iv. \$72,000 – C-Road Fund
- 6) Storm Drain
  - a. \$100,000 increase for Coal Creek Road Improvements/ Storm Drain
- 7) Wastewater Treatment Plant
  - a. \$168,000 increase for Rotomat Screen

Other Changes

- 1) Community Promotions
  - a. Created line items for the following
    - i. \$5,000 – Iron County Care and Share
    - ii. \$5,000 – Canyon Creek Women's Crisis Center
    - iii. \$5,000 – Iron County Children's Justice Center
    - iv. \$5,000 – Community Event Promotions (this will remain the fund groups can apply for through the grant application process)
  - b. Decrease City Image Campaign line item by \$5,000 to cover the above line items
- 2) Change Event Coordinator/ Event budget to be under Economic Development instead of combined with the Heritage Center/Festival Hall budget

## Report Criteria:

Detail report.  
Invoices with totals above \$.01 included.  
Paid and unpaid invoices included.

Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amt	Date Paid
<b>AAA MOBILE STORAGE, INC.</b>					
27940	STORAGE CONTAINERS-CCPD	06/11/2015	10-70-452 FIREARM SUPPLIES	3,100.00	06/25/2015
Total AAA MOBILE STORAGE, INC.:				3,100.00	
<b>ALSCO - AMERICAN LINEN SUPPLY</b>					
LSTG637086.	549902 - JANITORIAL SUPPLIES	05/25/2015	28-40-261 JANITORIAL SUPPLIES	52.96	
Total ALSCO - AMERICAN LINEN SUPPLY:				52.96	
<b>AMERICAN WEST ANALYTICAL LABS</b>					
1408037	ANALYTICAL SERVICES	08/21/2014	53-56-312 TESTING	480.52	06/25/2015
1504141	ANALYTICAL SERVICES - CC 2ND QT	04/22/2015	53-56-312 TESTING	486.64	06/25/2015
1505482	ANALYTICAL SERVICES	06/09/2015	53-56-312 TESTING	749.71	06/25/2015
1505483	ANALYTICAL SERVICES	06/09/2015	53-56-312 TESTING	574.20	06/25/2015
Total AMERICAN WEST ANALYTICAL LABS:				2,291.07	
<b>APPLE TIME, INC</b>					
20295	CCPD-MOOD BRACLET,JR BADGES	06/16/2015	10-70-641 D.A.R.E AMERICA PROGRAM	1,788.18	06/25/2015
Total APPLE TIME, INC:				1,788.18	
<b>ASHDOWN BROTHERS CONSTRUCTION</b>					
3200	CED01-UPM SPECIAL MIX	05/27/2015	51-40-255 WATER SYSTEM MAINTENANCE	1,241.80	06/25/2015
3206	CED01-ASPHALT	06/01/2015	51-40-255 WATER SYSTEM MAINTENANCE	776.75	06/25/2015
3216	CED01-ASPHALT	06/03/2015	10-79-263 MAINTENANCE-STREETS	1,549.19	06/25/2015
3219	CED01-ASPHALT 100 WEST	06/04/2015	10-79-269 MAINTENANCE-CHIP SEALING	17,875.59	06/25/2015
3219	CED01-ROAD BASE	06/04/2015	10-79-264 MAINTENANCE-SIDEWALKS	203.56	06/25/2015
Total ASHDOWN BROTHERS CONSTRUCTION:				21,646.89	
<b>BAKER &amp; TAYLOR</b>					
4011239282	415754 L102673 4-BOOKS	05/19/2015	10-87-481 BOOKS-GENERAL COLLECTION	117.89	06/25/2015
4011239282	415754 L102673 4-BOOKS	05/19/2015	10-87-482 BOOKS-YOUNG ADULT	95.77	06/25/2015
4011239282	415754 L102673 4-BOOKS	05/19/2015	10-87-483 BOOKS-CHILDREN	19.61	06/25/2015
4011241681	415754 L102673 4-BOOKS	05/20/2015	10-87-481 BOOKS-GENERAL COLLECTION	111.50	06/25/2015
4011241681	415754 L102673 4-BOOKS	05/20/2015	10-87-482 BOOKS-YOUNG ADULT	75.54	06/25/2015
4011241681	415754 L102673 4-BOOKS	05/20/2015	10-87-483 BOOKS-CHILDREN	867.12	06/25/2015
4011251680	415754 L102673 4-BOOKS	06/01/2015	10-87-481 BOOKS-GENERAL COLLECTION	41.19	06/25/2015
4011251680	415754 L102673 4-BOOKS	06/01/2015	10-87-482 BOOKS-YOUNG ADULT	20.84	06/25/2015
4011251680	415754 L102673 4-BOOKS	06/01/2015	10-87-483 BOOKS-CHILDREN	49.18	06/25/2015
4011252651	415754 L102673 4-BOOKS	06/02/2015	10-87-481 BOOKS-GENERAL COLLECTION	396.65	06/25/2015
4011252651	415754 L102673 4-BOOKS	06/02/2015	10-87-482 BOOKS-YOUNG ADULT	26.98	06/25/2015
T21528550	75026239-AUDIO	06/10/2015	10-87-481 BOOKS-GENERAL COLLECTION	4.48	06/25/2015
T21528551	75026239-AUDIO	06/10/2015	10-87-482 BOOKS-YOUNG ADULT	274.67	06/25/2015
Total BAKER & TAYLOR:				2,101.42	
<b>BARNEY BROS. ELECT. INC.</b>					
7170	CCC - ST LGT REMOVAL 450 W 400 S	06/09/2015	10-79-260 MAINTENANCE-STREET LIGHTS	375.00	06/25/2015

Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amt	Date Paid
<b>DANVILLE SERVICES OF UTAH, LLC</b>					
6664	CCC - LAWN CARE	05/06/2015	10-42-262 BUILDING & GROUND MAINTENANCE	36.00	06/25/2015
Total DANVILLE SERVICES OF UTAH, LLC:				36.00	
<b>DEMILLE TURF FARM</b>					
34597	CCGC - SOD	04/21/2015	28-40-790 CAP OUTLAY-RAP TAX FUNDS	4,190.60	06/25/2015
Total DEMILLE TURF FARM:				4,190.60	
<b>DOCUMENT SOLUTIONS</b>					
4056	LRG FORMAT COPIER MAINT. AGRE	06/01/2015	10-81-252 EQUIPMENT MAINTENANCE	138.00	06/25/2015
Total DOCUMENT SOLUTIONS:				138.00	
<b>FESTIVAL CITY DEVELOPMENT FOUNDATION</b>					
FINAL PAY JUNE 2	FOUNDATION ACCOUNT CLOSURE	06/17/2015	72-40-610 SUNDRY	14,795.67	06/25/2015
Total FESTIVAL CITY DEVELOPMENT FOUNDATION:				14,795.67	
<b>FISHER SCIENTIFIC</b>					
2957067	572031-001-LAB SUPPLIES	05/29/2015	53-56-312 TESTING	2,194.78	06/25/2015
Total FISHER SCIENTIFIC:				2,194.78	
<b>FREEDOM MAILING SERVICE</b>					
26847	BILLING STATEMENTS	06/06/2015	51-40-240 OFFICE SUPPLIES & EXPENSE	3,635.27	06/25/2015
26847	Blanket PO-Mayor's Newsletter	06/06/2015	10-41-221 NEWSLETTER	157.70	06/25/2015
Total FREEDOM MAILING SERVICE:				3,792.97	
<b>GASCARD -STATE OF UTAH</b>					
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-60-251 GAS & OIL	101.20	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-70-251 GAS & OIL	7,350.75	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-73-251 GAS & OIL	1,092.04	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-75-251 GAS & OIL	400.65	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-76-251 GAS & OIL	495.82	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-79-251 GAS & OIL	3,518.72	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-81-251 GAS & OIL	254.71	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-83-251 GAS & OIL	2,573.83	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-84-251 GAS & OIL	89.94	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	10-90-251 GAS & OIL	233.99	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	22-40-251 GAS & OIL	1,703.92	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	24-40-251 GAS & OIL	246.56	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	28-40-251 GAS & OIL	103.59	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	51-40-251 GAS & OIL	2,502.74	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	52-55-251 GAS & OIL	1,377.05	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	53-56-251 GAS & OIL	499.01	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	54-40-251 GAS & OIL	320.72	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	55-40-251 GAS & OIL	3,465.47	06/25/2015
NP44508421	BG2101546 - MAY 2015 FUEL	06/01/2015	76-43-210 EQUIPMENT, SUPPLIES, OPERATING	53.60	06/25/2015
Total GASCARD -STATE OF UTAH:				26,384.31	
<b>GRAFIX SHOPPE</b>					
101133	CCPD-GRAPHIC KITS FOR NEW VEHI	06/12/2015	10-70-741 CAP OUTLAY-VEHICLES	2,293.55	06/25/2015

Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amt	Date Paid
Total IRON COUNTY SHERIFF'S OFFICE:				167.84	
<b>JENKINS OIL COMPANY</b>					
0463488	403-FUEL	05/08/2015	28-40-251 GAS & OIL	1,370.85	06/25/2015
0463489	403-DYED DIESEL	05/08/2015	28-40-251 GAS & OIL	1,250.00	06/25/2015
0467755	00204- FUEL	06/01/2015	10-79-251 GAS & OIL	1,937.51	06/25/2015
Total JENKINS OIL COMPANY:				4,558.36	
<b>LEXISNEXIS</b>					
1505118269	119TRN-LEXISNEXIS&RELATED CHAR	05/31/2015	10-44-210 SUBSCRIPTIONS & MEMBERSHIPS	250.00	06/25/2015
Total LEXISNEXIS:				250.00	
<b>MARSHALL &amp; EVANS ELECTRIC</b>					
3813	LED LIGHT RETROFIT PROJECT	06/04/2015	53-56-270 UTILITIES-SEWER PLANT	25,000.00	06/25/2015
3813	LED LIGHT RETROFIT PROJECT	06/04/2015	53-56-254 CHEMICALS	15,000.00	06/25/2015
3813	LED LIGHT RETROFIT PROJECT	06/04/2015	53-56-310 PROF & TECH SERVICES	2,246.47	06/25/2015
Total MARSHALL & EVANS ELECTRIC:				42,246.47	
<b>MICROMARKETING LLC ATTN: AR</b>					
576626	15980-BOOKS	06/03/2015	10-87-482 BOOKS-YOUNG ADULT	76.37	06/25/2015
576631	15980-BOOKS	06/03/2015	10-87-483 BOOKS-CHILDREN	125.30	06/25/2015
576924	15980-AUDIO	06/04/2015	10-87-482 BOOKS-YOUNG ADULT	68.99	06/25/2015
Total MICROMARKETING LLC ATTN: AR:				270.66	
<b>MJG, INC.</b>					
4883	MAINT FRA TESTING - MAY 2015	06/01/2015	10-79-265 MAINTENANCE-RAILROAD	750.00	06/25/2015
Total MJG, INC.:				750.00	
<b>MJ'S</b>					
0391	CURB FOR CLUB HOUSE LANDSCAP	03/30/2015	28-40-790 CAP OUTLAY-RAP TAX FUNDS	1,247.00	06/25/2015
Total MJ'S:				1,247.00	
<b>MOSDELL SANITATION INC.</b>					
MAY 2015 CMTRY	1077-CONTAINER RENT	06/02/2015	10-83-262 BUILDING & GROUND MAINTENANCE	229.92	06/25/2015
MAY 2015 POOL	0692- 3 YD 2 X WEEK	06/02/2015	20-40-262 BUILDING & GROUND MAINTENANCE	90.00	06/25/2015
Total MOSDELL SANITATION INC.:				319.92	
<b>MOUNTAIN WEST COMPUTERS</b>					
44842	PRINTER	03/19/2015	52-55-240 OFFICE SUPPLIES & EXPENSE	199.00	06/25/2015
45663	COMPUTER	05/21/2015	52-55-240 OFFICE SUPPLIES & EXPENSE	939.00	06/25/2015
45748	CALENDAR (3)	05/31/2015	10-41-240 OFFICE SUPPLIES & EXPENSE	45.00	06/25/2015
45797	COMPUTER	06/03/2015	53-56-240 OFFICE SUPPLIES & EXPENSE	769.00	06/25/2015
Total MOUNTAIN WEST COMPUTERS:				1,952.00	
<b>NEOPOST NORTHWEST/ROCKY MOUNTAIN</b>					
52850913	METER RENTAL	06/01/2015	10-41-240 OFFICE SUPPLIES & EXPENSE	349.50	06/25/2015
Total NEOPOST NORTHWEST/ROCKY MOUNTAIN:				349.50	

Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amt	Date Paid
75153834	1501705-GENERAL COLLECTION BOO	06/09/2015	10-87-481 BOOKS-GENERAL COLLECTION	43.33	06/25/2015
Total RECORDED BOOKS, LLC:				1,046.42	
<b>ROCKY MOUNTAIN POWER</b>					
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-42-270 UTILITIES	3,019.92	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-60-270 UTILITIES-ANIMAL CONTROL	361.54	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-73-270 UTILITIES-FIRE	758.39	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-79-272 UTILITIES-RAIL ROAD CROSSING	56.17	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-79-271 UTILITIES-STREET LIGHTING	7,105.66	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-83-270 UTILITIES-PARKS & CEMETERY	2,036.62	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-87-270 UTILITIES-LIBRARY	2,343.24	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-90-270 UTILITIES-CROSS HOLLOWES EVENTS	1,648.30	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	10-92-270 UTILITIES-HERITAGE CENTER	4,618.38	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	20-40-270 UTILITIES-AQUATIC CENTER	7,724.20	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	22-40-270 UTILITIES-CATS	149.99	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	24-40-270 UTILITIES-AIRPORT	3,212.48	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	28-40-270 UTILITIES	3,122.07	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	51-40-270 UTILITIES-WATER	64,455.75	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	52-55-270 UTILITIES-SEWER COLLECTION	2,793.19	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	53-56-270 UTILITIES-SEWER PLANT	816.48	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	55-40-270 UTILITIES-SOLID WASTE	11.60	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	56-41-270 UTILITIES-EAST PARKING AUTH	363.04	06/25/2015
MAY 2015	75494886-019 4-MAY 2015 RMP	06/09/2015	61-40-270 UTILITIES-PUBLIC WORKS FACILIT	1,096.87	06/25/2015
Total ROCKY MOUNTAIN POWER:				105,693.89	
<b>ROCKY RIDGE ROCK, INC.</b>					
7114	CCGC-ROCK FOR CLUB HOUSE	04/22/2015	28-40-790 CAP OUTLAY-RAP TAX FUNDS	3,685.00	06/25/2015
Total ROCKY RIDGE ROCK, INC.:				3,685.00	
<b>ROCKY RIDGE ROLL-OFFS, INC.</b>					
8452	DUMP FEE	06/03/2015	10-83-262 BUILDING & GROUND MAINTENANCE	200.00	06/25/2015
Total ROCKY RIDGE ROLL-OFFS, INC.:				200.00	
<b>ROSS EQUIPMENT CO., INC.</b>					
00104656	003017-GRAPHICS	04/30/2015	10-73-450 SPECIAL PUBLIC SAFETY SUPPLIES	1,411.76	06/25/2015
Total ROSS EQUIPMENT CO., INC.:				1,411.76	
<b>SAFETY SUPPLY &amp; SIGN CO., INC.</b>					
149130	UT1492-BARRICADES	06/02/2015	24-40-263 MAINTENANCE-ASPHALT	2,974.40	06/25/2015
Total SAFETY SUPPLY & SIGN CO., INC.:				2,974.40	
<b>SCHOLZEN PRODUCTS COMPANY</b>					
6046672-00	100592-TORPEDO BOLT	05/19/2015	53-56-252 EQUIPMENT MAINTENANCE	28.00	06/25/2015
Total SCHOLZEN PRODUCTS COMPANY:				28.00	
<b>SKAGGS PUBLIC SAFETY EQUIPMENT</b>					
2493828 RI	103035-SHOES LOVELL	06/03/2015	10-70-620 UNIFORM PURCHASE	95.00	06/25/2015
2493829 RI	103035-SHOES COLEMAN	06/03/2015	10-70-620 UNIFORM PURCHASE	95.00	06/25/2015
2493830 RI	103035-SHOES LIDDIARD	06/03/2015	10-70-620 UNIFORM PURCHASE	95.00	06/25/2015
2493967 RI	103035-SHOULDER CORD LOVELL	06/03/2015	10-70-620 UNIFORM PURCHASE	10.99	06/25/2015
2493968 RI	103035-SHOULDER CORD LIDDIARD	06/03/2015	10-70-620 UNIFORM PURCHASE	10.99	06/25/2015

Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amt	Date Paid
<b>THE PGA OF AMERICA</b>					
1998288	27034934-DUES	05/01/2015	28-40-210 SUBSCRIPTIONS & MEMBERSHIPS	534.00	06/25/2015
Total THE PGA OF AMERICA:				534.00	
<b>TONGS FIRE EXTINGUISHER SER.</b>					
8824	CCFD-BACKFLOW TEST	06/09/2015	10-73-262 BUILDING & GROUND MAINTENANCE	120.00	06/25/2015
Total TONGS FIRE EXTINGUISHER SER.:				120.00	
<b>TYTAN SECURITY</b>					
12618	FN22070-FIRE MONITORING	05/29/2015	20-40-280 TELEPHONE	24.99	06/25/2015
12633	FN22088-DIGITAL MONITORING	06/21/2015	20-40-280 TELEPHONE	29.99	06/25/2015
Total TYTAN SECURITY:				54.98	
<b>UNIFIRST CORPORATION</b>					
352 0360639	627411-FLEET UNIFORMS	06/10/2015	10-78-451 UNIFORM SERVICE	69.48	06/25/2015
352 0360776	UNIFORM SERVICE	06/12/2015	53-56-451 UNIFORM SERVICE	23.72	06/25/2015
352 0360776	200015-UNIFORM SERVICE	06/12/2015	53-56-451 UNIFORM SERVICE	30.12	
352 0361101	200012-MATS	06/17/2015	61-40-262 BUILDING & GROUND MAINTENANCE	24.90	06/25/2015
352 0361137	627411-FLEET UNIFORMS	06/17/2015	10-78-451 UNIFORM SERVICE	68.88	06/25/2015
Total UNIFIRST CORPORATION:				217.10	
<b>UTAH PROSECUTION COUNCIL</b>					
2015 CONF R.MCU	2015 UPC CONF RANDALL MCUNE	06/16/2015	10-44-230 TRAVEL & TRAINING	75.00	06/25/2015
Total UTAH PROSECUTION COUNCIL:				75.00	
<b>UTAH SAFETY COUNCIL</b>					
10954	CCC-TRAINING VIDEO RENTAL	10/14/2014	53-56-230 TRAVEL & TRAINING	14.48	08/25/2015
2337	CCC-TRAINING VIDEO RENTAL	01/06/2015	53-56-230 TRAVEL & TRAINING	22.78	08/25/2015
Total UTAH SAFETY COUNCIL:				37.26	
<b>UTAH STATE RETIREMENT BOARD</b>					
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-41-132 EMPLOYEE INSURANCE	218.10	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-42-132 EMPLOYEE INSURANCE	3.94	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-44-132 EMPLOYEE INSURANCE	127.33	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-60-132 EMPLOYEE INSURANCE	46.95	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-70-132 EMPLOYEE INSURANCE	750.29	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-75-132 EMPLOYEE INSURANCE	47.21	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-76-132 EMPLOYEE INSURANCE	43.58	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-77-132 EMPLOYEE INSURANCE	35.14	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-78-132 EMPLOYEE INSURANCE	111.75	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-79-132 EMPLOYEE INSURANCE	156.11	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-81-132 EMPLOYEE INSURANCE	167.27	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-83-132 EMPLOYEE INSURANCE	104.63	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-84-132 EMPLOYEE INSURANCE	31.71	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-87-132 EMPLOYEE INSURANCE	78.71	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-90-132 EMPLOYEE INSURANCE	21.95	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	10-92-132 EMPLOYEE INSURANCE	53.07	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	20-40-132 EMPLOYEE INSURANCE	30.82	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	24-40-132 EMPLOYEE INSURANCE	46.11	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	28-40-132 EMPLOYEE INSURANCE	72.47	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	51-40-132 EMPLOYEE INSURANCE	205.07	06/25/2015
MAY 2015	CCC 774 - MAY 2015 LTD	05/30/2015	52-55-132 EMPLOYEE INSURANCE	75.13	06/25/2015

Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amt	Date Paid
----------------	-------------	--------------	----------------------	-----------------	-----------

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: Renon Savage

City Treasurer: Wendy C Bozyp

Report Criteria:

Detail report.

Invoices with totals above \$.01 included.

Paid and unpaid invoices included.

**CEDAR CITY COUNCIL  
AGENDA ITEM 7**

**INFORMATION SHEET**

**TO:** Mayor and City Council

**FROM:** Ryan Marshall & Jeremy Valgardson

**DATE:** June 18, 2015

**SUBJECT:** Airport Rules, Regulations and Minimum Standards

**DISCUSSION:** Attached is a copy of the updated version of the Airport Rules, Regulations and Minimum Standards that was approved to be moved to the consent section of the next City Council Agenda. We are asking the City Council to approve this document as presented.

**CEDAR CITY RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AMENDING CEDAR CITY'S AIRPORT RULES AND REGULATIONS AND MINIMUM STANDARDS.**

**WHEREAS**, in compliance with FAA rules and regulations and in an effort to establish generally applicable standards for the conduct of business at the Cedar City Regional Airport, Cedar City has established the Cedar City Regional Airport Rules and Regulations and Minimum Standards; and

**WHEREAS**, from time to time it is necessary and appropriate to update the Cedar City Airport Rules and Regulations and Minimum Standards; and

**WHEREAS**, the proposed Cedar City Regional Airport Rules and Regulations and Minimum Standards, including the proposed amendments, have been reviewed by the Federal Aviation Administration; and

**WHEREAS**, the amendments contained herein have been recommended by the Cedar City Airport Board; and

**WHEREAS**, the Cedar City Council has considered the proposed amendments and finds that it is in the best interest of the health, safety, and general welfare of the Cedar City Regional Airport to adopt the amendments contained herein.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of Cedar City, State of Utah, that the amendment to the Cedar City Regional Airport Rules and Regulations and Minimum Standards attached hereto as exhibit #1 are hereby adopted and the underlined language is adopted with the struck through language being deleted. All formatting notations shall be ignored. Staff is authorized to make such non-substantive alterations as are necessary to properly format the document for publication. Staff is directed to publish the amended Rules and Regulations and Minimum Standards on the City's web page.

This Resolution, Cedar City Resolution No. \_\_\_\_\_, shall become effective immediately upon passage by the City Council.

# EXHIBIT #1

CEDAR CITY RESOLUTION NO. \_\_\_\_\_

## TABLE OF CONTENTS

### INTRODUCTION

### CHAPTER I - GENERAL PROVISIONS

- Section 1 Purpose
- Section 2 Definitions

### CHAPTER II - RULES AND REGULATIONS

#### Part 1 **General**

- Section 1 Airport Manager
- Section 2 Public Use
- Section 3 Common Use Areas
- Section 4 Ground Vehicular Traffic & Parking
- Section 5 Pedestrians
- Section 6 Exterior Advertising & Signs
- Section 7 Operators to Keep Rules & Regulations Available
- Section 8 Flagging and/or Hawking Prohibited
- Section 9 Refuse
- Section 10 Approval of Construction
- Section 11 Waiver of Rules and Regulations and Minimum Standards Provisions
- Section 12 Acts of God

#### Part 2 **Aircraft Operation**

- Section 1 General
- Section 2 ~~Parked Aircraft~~ Parking/Maintenance
- Section 3 Fire Regulations

#### Part 3 **Violations**

- Section 1 General

#### Part 4 **Government Agreements**

- Section 1 War or National Emergency
- Section 2 Leases Subordinate to Government Lease
- Section 3 Minority Business Enterprises

#### Part 5 **Airport Master Plan / Airport Layout Plan**

- Section 1 FBO/Operator Approval Not Required

#### Part 6 **Reservation of Rights to Individual Users**

- Section 1 Explanation of Rights and Duties Imposed

- Section 4 Storm Water Systems
- Section 5 Signs
- Section 6 Lighting
- Section 7 Landscape
- Section 8 Sidewalks
- Section 9 Parking
- Section 10 Outdoor Storage
- Section 11 Utilities
- Section 12 Temporary Buildings
- Section 13 Snow Removal
- Section 14 Refuse
- Section 15 Fencing
- Section 16 Office and Apartments in Hangars
- Section 17 ~~Use of Hangars~~ Construction Standard
- Section 18 ~~Construction Standard~~
- Section 19 ~~Clean up~~ Up and Reclamation

**CHAPTER I**  
**GENERAL PROVISIONS**

**Section 1 Purpose**

These Airport rules and regulations and minimum standards, hereafter referred to as "regulations and standards" are designed to establish the necessary regulations and standards for the management, government and use of the Airport and to ensure the continued viability and safety of the Airport for its users and for the citizens of Cedar City. These regulations and standards are intended to be reasonable, attainable, uniformly applied, non-arbitrary and non-discriminatory. These regulations and standards apply equally to everyone using the Airport and shall be observed, abided by and obeyed.

These regulations and standards do not pertain to scheduled ~~Commercial~~ Air Carrier Operations under Federal Aviation Regulation Part 121, U.S. Government Agencies or to ~~Military Operations.~~

**Section 2 Definitions**

The following words and terms shall have the meaning indicated below, unless the context clearly requires otherwise:

- A. *Aeronautical Activity* - ~~Any activity conducted on Airport property that involves, makes possible, or is required for the operation of an aircraft possible or that contributes to or is required for the safe operation of aircraft. Example safety of such operations. Activities within the definition, commonly conducted on airports include, but are not limited to: aircraft the following: general and corporate aviation, air taxi and charter, flight operations, scheduled and nonscheduled air carrier operations, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial application advertising and surveying, aircraft sales and services, aircraft storage, sale of aviation petroleum products, repair and maintenance of aircraft and, sale of aircraft parts, parachute or ultralight activities, and any other activities that, because of their direct relationship to the operation of aircraft, can appropriately be regarded as aeronautical activities. Activities, such as model aircraft and model rocket operations, are not aeronautical activities.~~
- B. *Aircraft* - ~~A generic term. Aircraft shall have that meaning specified in Title 49 United States Code and in Federal Aviation Regulation Section 1.1 and includes a device that is used to identify all types of aviation equipment or intended~~ to

Formatted: Indent: Left: 0.5", Hanging: 0.25"

Formatted: Font: Italic

K. ~~GPU is a~~ A Ground Power Unit that provides electrical power to an aircraft when the aircraft is shut down but needs to operate auxiliary onboard equipment.

Formatted: Font: Italic

L. ~~Manager means~~ Means the Airport Manager of the Cedar City Regional Airport who is the designated person appointed by the City.

M. ~~Minimum Standards~~ - Qualifications established by the Cedar City Regional Airport Board as the minimum requirements to be met as a condition for the right to conduct a commercial aeronautical activity on the Airport and or for a land or facility lease.

~~N. Movement Area~~ - Includes all The runways and taxiways and other areas of an airport that are used for taxiing, takeoff and landing of aircraft, exclusive of loading ramps and aircraft parking areas.

Formatted: Indent: Left: 0.5", Hanging: 0.25", Tab stops: 0.44", Left

Formatted: Font: Italic

O. ~~Non-Aeronautical Activity~~ - Any activity conducted on Airport property that does not involve the operation of an aircraft or that contributes to or is required for the safe operation of aircraft.

P. ~~Non-Commercial Aeronautical Activity~~ - Any aeronautical activity which does not involve, makes possible or relates to the operation of aircraft, the purpose of such activity being to secure income, earnings, compensation or profit, whether or not such objective(s) is(are) accomplished.

Q. ~~Non-Commercial Flying Club any~~ - Any combination in which three (3) or more persons are associated (directly or indirectly) as individuals or as any association or legal entity to provide such persons the privilege of piloting club-owned aircraft based on the Airport. The flying club shall be operated on a non-profit basis so that it does not receive greater revenue than the amount necessary for the operation, maintenance, acquisition and replacement of its aircraft. The non-profit status shall be substantiated by documentary proof from the Internal Revenue Service.

R. ~~Non-Movement Area~~ - Includes taxilanes, helipad and parking aprons.

~~S. Operator~~ Means the entity responsible for the operations of a commercial aeronautical activity.

~~T. Rules and Regulations~~ the rules and regulations  
S. ~~Operator~~ - Means use, cause to use or authorize to use aircraft, for the purpose of air navigation including the piloting of aircraft, with or without the right of legal control (as owner, lessee, or otherwise.)

**CHAPTER II**  
**RULES AND REGULATIONS**

**PART I: GENERAL**

**Introduction**

All aeronautical activities at the Airport, all operation and flying of aircraft at the Airport, and all business and other activities at the Airport, shall be conducted in accordance with these regulations and standards, and all pertinent rules, regulations, orders and rulings of the FAA and the ~~DOA~~ Utah Department of Transportation Division of Aeronautics (DOA), as appropriate, which are made a part of these regulations and standards by this reference. In the event of any conflict between these regulations and standards and any law, rule, regulation or order of any governmental agency cited in this section exercising the same or similar jurisdiction, the latter shall prevail.

**Section 1 Airport Manager**

The Airport Manager is authorized to take all reasonable actions necessary to protect and safeguard the public while present at the Airport and to oversee all Airport operations consistent with these regulations and standards, those of the FAA and the laws of the State of Utah. The Airport Manager shall administer these rules, regulations, and standards in a reasonable, impartial and uniform manner so as not to allow discriminatory application thereof.

- a. The Airport Manager will control the Airport's primary UNICOM and CTAF frequencies in strict accordance with applicable FCC regulations.
- b. Complaints pertaining to any activity or service at the Airport, if not accommodated satisfactorily by the Airport Manager, may be registered by writing to the Chairman of the Cedar City Airport Board. The address of the Chairman of the Airport Board shall be available ~~thru~~ through the offices of the Cedar City Corp or the Airport Manager.

**Section 2 Public Use**

The Airport shall be open for public use at all hours, subject to regulations or restrictions due to weather, the conditions of the Airport operational area, and special events and like causes, as may be determined by the City. The Airport is provided by the City for the use, benefit, and enjoyment of all. ~~User~~ Reasonable and nondiscriminatory user

~~fenced Operations Area (AOA) if they have an operational areas unless arriving or departing in an aircraft need to be in the AOA.~~

#### **Section 6 Exterior Advertising and Signs**

No signs or other advertising shall be placed or constructed upon the Airport or within or upon any building or structure or improvements thereon without having first obtained approval from the Airport Manager and/or City Building Dept. No lighted signs are permitted on the airside of the airport.

#### **Section 7 Operators to Keep Rules and Regulations Available**

~~All commercial operators with valid leases to do aeronautical business on based at the Airport shall keep a current copy of these regulations and standards prominently posted in their hangar or place of business and available for viewing to all who enter. It is the responsibility of all owners of aircraft based at the Airport and pilots who regularly use the Airport to be familiar with the contents of this document. The Operators Those operating at the Airport bear the responsibility for compliance and ignorance is not an excuse for violation of any rule, regulation, or minimum standard. Airport Rules and Regulations and Minimum Standards are available electronically at [www.cedarcity.org](http://www.cedarcity.org).~~

#### **Section 8 "Flagging" and/or "Hawking" is Prohibited**

"Flagging" and/or "Hawking" for the purposes of these regulations and standards is defined as: Any method or means used from any location to attract incoming aircraft for the purposes of selling fuel or providing other services (except the use of fixed signs if approved by the City).

Formatted: No underline

#### **Section 9 Refuse**

No person shall throw, dump or deposit any waste, refuse or garbage on the Airport. All waste, refuse or garbage shall be placed and kept in closed garbage cans or containers and all operating areas shall be kept in a safe, neat, clean and orderly manner at all times and in such manner as to minimize any hazards. All hazardous waste must be controlled and disposed of in accordance with all State and City Environmental Regulations. At no time will outside storage of oil, fuel, or chemical drums be permitted. No outside storage of any hazardous items is permitted.

#### **Section 10 Approval of Construction**

No buildings, structures, tie-downs, ramps, paving, taxi areas or any other improvement or addition on the Airport shall be placed or constructed on the Airport, or altered or removed without prior approval of the City. In the event of any construction the City may, at its discretion, require an appropriate bond to guarantee the completion of the

communications to monitor the Airport CTAF to obtain Airport advisory information prior to entering the Airport traffic pattern.

- c. The official FAA traffic pattern chart is made a part of these ~~rules and regulations and standards~~ and every person operating an aircraft is recommended to follow the FAA designated pattern.

d. ~~All~~

- d. Unless a Notice to Airmen (NOTAM) has been issued and except for special circumstances or emergency situations, all aircraft shall follow the appropriate taxiway and runway guidance marking and lighting when operating on the Airport unless a safe operation on to the turf or other areas can be accomplished without interference with other aircraft. Taxiways are to be used exclusively for the movement of aircraft to and from runways unless a NOTAM has been issued indicating special circumstances or in emergency situations.

- e. In the event the Airport Manager believes the conditions of the Airport are unsafe for landings or takeoffs, it shall be within the ~~managers'~~ Managers' authority to issue a NOTAM to close the Airport, or any portion thereof, for a reasonable period of time so that ~~these~~ such unsafe conditions may be corrected.

- f. In the event any aircraft is ~~wrecked or damaged~~ to the extent that it cannot be moved under its own power, the Airport Manager shall be immediately notified by the ~~Pilot in Command~~ aircraft owner, operator or pilot and/or ~~FBO's~~ FBO. Subject to governmental investigations and inspection of the wreckage, the owner or pilot of the wrecked or damaged aircraft, or the owner's agent or legal representative shall, as soon as reasonably possible, obtain the necessary permission for removal of said aircraft from all landing areas, ~~taxi lanes~~ taxilanes, and all other traffic areas, and place or store said aircraft in normal hangar/tie down areas or as approved by the Airport Manager. The Airport Manager shall have the authority to remove the disabled aircraft at the ~~owner's~~ aircraft owners and or operator's expense ~~expense~~ if the aircraft is affecting impacting airport operations and the owner is ~~not responding~~ and/or operator fails to respond in a timely manner.

- g. Landing on Runway 2/20 is restricted to aircraft with rubber wheel type landing gear configurations. Aircraft equipped with ~~primarily~~ pontoons, skids or skis are not permitted to land or touchdown on any runway surface— except in an emergency.

## **Section 2 Aircraft Parking/Maintenance**

occurs in open air or in a facility designed for such use with proper ventilation and equipped with adequate and readily accessible fire extinguishers.

c. ~~enclosed place.~~ Fueling Each hangar shall have at a minimum two (2) 2A10BC approved fire extinguishers mounted on brackets on opposite walls next to hangar access door. All tenants or lessees are responsible to provide and maintain fire extinguishers.

d. No person shall store any material or piece of equipment in such a manner that it becomes a hazard. Gasoline, jet fuel, lubricating oil, or any other flammable substance shall be ~~stored~~ in strict accordance with applicable codes and regulations. No person shall store any lubricating oils on the Airport except in specified and labeled containers or receptacles.

e. NEPA 407 requirements.

All persons on the Airport shall keep all areas of the premises leased or used by them, clean and free of oil, grease, and other flammable materials. Hangar

~~b. The cleaning of motors or other part of aircraft shall not be carried on in any hangar, except with non-flammable substance. If flammable liquids shall be employed for this purpose, the operation shall be carried on in the open air.~~

~~c. All hangar and shop floors shall be kept clean and free from oil, gas and waste materials or other flammable substances. No volatile, flammable solvent shall be used for cleaning floors. No rags soiled with flammable substances shall be kept or stored in trash and rubbish. Any person operating or using any building equipment on the airport in such a manner as to create any fire hazard~~ Airport shall use extreme caution and care.

df. No person shall smoke or ignite any matches, flares, lighters, or other ~~object~~ objects which produce an open flame anywhere within a hangar, shop, building, or structure in which any aircraft is or may be stored, or in which any ~~gas~~ fuel, oil or flammable substance is stored, or within fifty (50) feet of any aircraft or any fueling ~~facility~~ facilities.

e. ~~All persons using the Airport area or the facilities of the Airport in any way shall exercise the utmost care to guard against fire and injury to persons or property.~~

Formatted: Indent: Left: 0", First line: 0",  
Tab stops: Not at -1"

military use, and, any license or authority granted under these rules and any lease and agreement executed pursuant hereto shall be subject to such government lease and the provisions of the government lease shall control insofar as they are inconsistent with the said operators agreement, lease or authority.

**Section 2 Leases Subordinate to Government Lease**

Any license, authority, lease or agreement entered into pursuant to these regulations and standards shall be subject and subordinate to the provisions of any existing or future agreement between the City and the United States, relative to the operation or the maintenance of the Airport, the execution of which has been or may be required as a ~~conditioned~~condition precedent to the expenditure of Federal funds for the development of the Airport.

**Section 3 Minority Business Enterprises**

It is the policy of the City of Cedar City, Utah, to utilize Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) in all aspects of contracting. This commitment can be demonstrated by the efforts taken in the development of a MBE Plan and in correspondence within this organization stating such position. The plan will be made available upon request.

The City's goal for leasing operations at the Airport is:

- MBE = 10%
- WBE = 10%

**PART V AIRPORT MASTER PLAN / AIRPORT LAYOUT PLAN**

**Section 1 FBO Approval Not Required**

~~The~~Subject to the requirements of applicable federal, state and local law, the City may, without the consent or approval of any FBO or other person licensed to do business or use part of the Airport, make changes in the Master and Layout Plans of the Airport and in its planning and policies in connection with the development of the Airport. However, it is the City's intent to inform FBO(s) and other businesses, tenants, and users of proposed improvements and/or changes to the Airport Master and Layout Plans at the Cedar City Regional Airport and to request and consider any and all comments. A copy of the Airport Master and Layout Plans can be obtained ~~thru~~through the Airport Manager or from the City Offices.

**PART VI RESERVATION OF RIGHTS TO INDIVIDUAL USERS**

- f. Nothing herein shall be construed as restricting the full use and enjoyment of Cedar City Regional Airport by all individual aircraft owners, operators, pilots, renters of the tie-down and T-hangars and all other individuals having a right to be users of the Airport.
- g. User fees are established by City Ordinance and must be paid no later than the 15<sup>th</sup> of each month for all airport related activities occurring the previous month.

Formatted: Indent: Left: 0.5", Hanging: 0.5", Tab stops: -1", Left

Formatted: Font: Not Bold, No underline

Formatted: Justified, Indent: Left: 0.5", Hanging: 0.5", Tab stops: -1", Left

**CHAPTER III**

**MINIMUM STANDARDS**

**Section 1 Special Events**

Special events, such as, but not limited to, air shows, air races, skydiving, balloon operations or other similar events or activities requiring the general use of the Airport, other than activities specifically described and allowed herein, shall be held only after formal approval for same has been granted by the City and/or the Airport Manager. The Airport Manager will be notified not less than forty-eight (48) hours in advance of any Fly-ins planned or promoted by FBOs/Individuals at the Airport. Said approval shall specify the areas of the Airport authorized for such special use, dates and such other terms and conditions as the City may require.

**Section 2 Glider Operations**

Glider operations shall be conducted in accordance with traffic patterns and safety procedures shall be followed, as approved by the City and/or the Airport Manager, and reviewed by the FAA.

**Section 3 Business Activities**

Subject to applicable orders, certificates or permits of the FAA, or its successors, Grant Agreements with FAA and the laws of the State of Utah, or unless covered under pre-existing agreement with the City, no person shall use the Airport or any portion thereof or any of its improvements or facilities for commercial, business or profit-making activities who has not first complied with these regulations and standards and obtained the consent and required approval and/or licenses for such activities from the City and entered into such written leases and sub-leases and other agreements prescribed by the City. Notwithstanding any other provision of these regulations and standards and

- i. Any party applying, or interested in the business, has defaulted in the performance of any lease or any other agreement with the City; or
- j. Any party applying, or interested in the business, has a credit report containing derogatory information which suggests said applicant does not appear to be a person of satisfactory business responsibility and reputation; or
- k. The applicant does not appear to have or have access to the operating funds necessary to conduct the proposed operation; or
- l. Any party applying or interested in the business has been convicted of any crime or violation of any City ordinance or state or federal law of such a nature that it indicates to the City that the applicant would not be a desirable operator on the Airport; ~~or~~.

Formatted: Indent: Left: 0.5", Hanging: 0.5",  
Tab stops: -1", Left

- e. A current credit report covering all areas in which the applicant has done business during the past five (5) years. The applicant may request that access to this information be protected from the public. Evaluation of the request will be subject to the statutes currently in effect.
- f. Most recent two (2) years of maintenance and flight records for all ~~airplanes~~aircraft proposed to be used by the FBO.
- g. A copy of all licenses/certificates held by any individual or business entity proposed to be part of the FBO.
- h. The applicant must disclose any business entities they have participated in as an owner, agent, member, partner, incorporator, manager, managing partner, or in any other corporate capacity.
- i. The Chair of the Airport Board and the Airport Manager will designate up to three additional individuals to review the information when an application is received.
- j. All FBO(s) with their initial application shall furnish to the Airport Board/City:
  - (1) Evidence of insurance in the form of a certificate of insurance in the following minimum amounts: Commercial General Liability \$5,000,000 per occurrence; Personal liability \$5,000,000 and a hold harmless clause in favor of the City, its officers and employees. Cedar City Corporation must be listed as Certificate Holder.
  - (2) A current address and telephone number.

Formatted: Font: Bold, Underline

**Section 6   Airport Leases Non-Transferable**

Except as otherwise provided in existing leases of the airport, no right, privilege, or approval to do business at the Airport, or any lease of any area of the Airport or a part thereof shall be assigned, sold or otherwise transferred or conveyed in whole or part without the prior express written consent of the City. No lease, or portion thereof, may be assigned or sub-let without prior approval of the City and all assignees or sub-leases as approved by the City shall comply with these regulations and standards.

**Section 7   Rates**

Rates charged by any operator at its leasehold for hangar space, T-hangar rentals, tie-downs, products and services shall not be excessive, discriminatory or otherwise unreasonable, and shall be filed with the City whenever subject to change.

(3) Ground and Flight Instruction will be available to students to include Private Pilot, and Instrument ratings at a minimum. Aircraft will be made readily available by the FBO to accommodate these requirements. The aircraft will be fully operational. An Instructor will be available for not less than forty (40) hours per week at the Cedar City Airport. The schedule may be flexible to allow the Instructor to accomplish charter pilot duties or other aviation related duties. A copy of licenses/certificates must be furnished to Airport Manager.

(4) The FBO shall provide aircraft maintenance by an aircraft mechanic with inspection authority. The mechanic shall be: (i) available on the airport for a minimum of forty (40) hours per week. ~~The mechanic; and (ii)~~ must have a hangar suitable for the type aircraft typically requiring service at the airport and must possess the tools required to perform the maintenance expected from these aircraft. The mechanic shall be available on call for emergency response to aircraft incidents. A copy of licenses/certificates must be furnished to Airport Manager.

(5) At a minimum, the FBO must provide, Ground Power Unit service, ~~De~~de-icing capability, aircraft tow and disabled aircraft removal capability, a current inventory of charts and navigation aids, commonly expected pilot supplies, catering services, and full service amenities to include a pilot lounge with flight planning area. The FBO shall at all times, maintain an adequate supply of the oils and fluids required to serve aeronautical users of the Airport.

(6) All fuel sold by the FBO on Cedar City Regional Airport must be stored in approved fuel tanks located on a leased fuel farm location on the airport. The FBO shall not place or maintain any fueling facilities on the Airport, mobile or fixed, which are not approved by the City. The FBO shall not deliver fuel into any aircraft unless the fuel has first been placed in a suitable and approved filtration tank. There shall be no fueling direct from a common carrier transport truck into mobile fuel truck. Minimum fuel storage requirements are twenty-two thousand (22,000) gallons of Jet A, and twenty-two (22,000) gallons of 100LL aviation fuel. The fuel farm and all fuel servicing vehicles are subject to both monthly and random inspection by both the City Fire Department and Airport Staff. Construction plans for fuel farm must be reviewed and approved by the City Building Department, City Fire Marshall, and Airport Manager. Minimum fuel delivery truck requirements are eight thousand (8,000) gallons of Jet A and three thousand (3,000) gallons of 100LL aviation fuel. The FBO shall operate mobile fuel truck only on the areas in which it is requested to provide such service.

(7) Each FBO must provide self-serve fuel dispensing equipment with a minimum of ~~4000~~one thousand (1,000) gallons of 100 LL aviation fuel. Dispensing location must be approved by City Fire Marshall and Airport Manager. Dispensers shall be installed, operated and maintained so as to meet all fire codes, applicable regulations and provide twenty-four (24) hour a day fuel dispensing capability.

(8) Each FBO must construct a building or lease a building of at least two thousand (2,000) contiguous square feet, providing properly lighted and heated floor space for office, public lounge, pilot briefing area, both male and female restrooms, kitchen

(16) All FBO personnel must complete and satisfactorily pass a criminal background check. Any personnel who fail to satisfactorily pass a criminal background check will not be allowed access to the airport.

All of the above services shall be provided through resources within the FBO(s) organization. Should the FBO desire to subcontract for one or more of the above services, a legally binding contract must be provided to the Airport Advisory Board for pre-approval. The final approval must be given by the City, in writing, before the contract is considered valid.

All other minimum requirements referenced below in ~~section 2~~Section 3 for independent operators shall apply to FBOs for each functional description the FBO elects to perform. If any of the described services are subcontracted, the subcontractor must meet all these rules and regulations and minimum standards and the service must be provided on site.

The FBO shall furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and shall charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the FBO may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

FBOs are automatically licensed to perform any of the functions defined in Section 3 paragraph b. below.

**Section 2 Self-Fueling**

a. Fuel Safety  
All transportation, storage and other handling of all fuel including aviation and vehicle fuel shall comply with the Cedar City Fire Code, ~~FAA~~ FAA Advisory Circular 150/5230-4B, ~~most current~~ most current version of ~~NFPA~~ NFPA 407 Standard, most current version of International Fire Code, all requirements of the Rules and Regulations, and all other applicable laws and standards. The Airport Manager has the right to prohibit self-fueling services at any time if the operation is deemed unsafe for violation of the above requirements.

Permittee shall be solely and fully responsible and liable in the event Permittee's self-fueling operations cause or permit hazardous material(s) to be released on Airport property. If any release of hazardous material(s) occurs on Airport property, the material(s) will be removed and secured in accordance with all applicable government regulations at the Permittee's sole cost and expense. In addition to all other rights and remedies of the City, if the Permittee does not immediately clean up and remove such hazardous material(s), the City may pay to have the material(s) removed and Permittee shall reimburse the City any costs incurred by the cleanup.

Formatted: Font color: Auto

Formatted: Underline, Font color: Auto

Formatted: Font color: Auto

flame devices shall include, but not be limited to, the following:

- (1) Exposed flame heaters
- (2) Liquid, solid or gaseous devices, including portable and wheeled gasoline or kerosene heaters
- (3) Gas or charcoal cooking grills

Formatted: Font color: Auto  
Formatted: Font color: Auto

f. Fire Extinguishers

- (1) All Airport Tenants shall supply and maintain such adequate and readily accessible fire extinguishers as may be required by the City Fire Department. Each fire extinguisher shall carry a suitable tag showing the date of the most recent inspection.
- (2) Any discharge of any fire extinguisher equipment on Airport property, regardless of the circumstances, shall be reported to the Airport Manager immediately after use in accordance with ~~State statutory requirements.~~
- (3) At least two (2) fire extinguishers, each having a rate of 20-BC, shall be readily available for use in connection with any aircraft fueling operations.

Formatted: Font color: Auto  
Formatted: Underline, Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto

Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto

Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Underline, Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto

g. Self-Fueling and Fuel Co-ops

Except as may be prohibited by other provisions in these Rules regulations and Regulations standards and any other applicable law, owners of a based aircraft desiring to self-fuel their own aircraft must apply for and receive a self-fueling permit issued by the Airport Manager. Self-fueling activities must be performed by the owner or operator of the aircraft using his or her own employees and equipment. These services cannot be contracted out. Self-fueling permits do not apply to the use of the self-service fueling facility provided by the Fixed Based Operator or any amount of fuel under five (5) gallons. Fuel Co-ops are not permitted on the Airport.

Formatted: Font color: Auto  
Formatted: Font color: Auto  
Formatted: Underline, Font color: Auto  
Formatted: Font color: Auto

h. Transferring of Fuel

Transferring fuel from vehicle to vehicle on Airport property is strictly prohibited unless the fuel is transferred from an approved fuel loading device and in an approved contained transferring area.

Formatted: Font color: Auto  
Formatted: Underline, Font color: Auto  
Formatted: Font color: Auto  
Formatted: Font color: Auto

i. Self-Fueling Permit

Applications for self-fueling permits will be submitted to the Airport Manager for approval. All fueling operations shall occur only in areas approved and permitted established by the Airport Manager and clear of all Taxiway Object Free Areas (TOFAs) as designated on the Airport Layout Plan, updated from time to time.

Formatted: Font color: Auto

No person or entity shall engage in self-fueling activities until a valid self-fueling permit has been issued by the Airport Manager. The permit will require the operator to indemnify the Airport Owner (Cedar City Corporation), its elected officials, appointed officials, employees

Formatted: Font color: Auto  
Formatted: Font color: Auto

(78) Proof of compliance with all regulations stated in this Section.

k. Fees

Fuel Flowage Fee – Permittees self-fueling on the Airport are required to pay the current approved fuel flowage fees as explained in the Airport Rate and Fees Structure. This fee will be paid on a monthly basis. The flowage fee payment will must be accompanied by a daily log listing the quantity and types of fuel dispensed into the authorized aircraft and a copy of the delivered fuel receipts from the distributor.

- Formatted: Font color: Auto
- Formatted: Font color: Auto
- Formatted: Font color: Auto
- Formatted: Underline, Font color: Auto
- Formatted: Font color: Auto

**Section 3 Specialized Aviation Services Operators (SASO) at the Airport:**

All ~~SASO (Specialized Aviation Services Operators)~~ (SASO), herein referred to as Operator(s), desiring to perform the mentioned services in paragraph (b) of this section at the Cedar City Regional Airport must have approval of the Airport Advisory Board and must obtain a valid business license and lease agreement from the City, and must conform to these Rules/regulations and Regulations and minimum standards. A non-refundable initial application fee is required at the time of application submission. A non-refundable annual fee is required to provide services on the airport. No Operator or individual shall be allowed to maintain/store aviation fuels at the Cedar City Regional Airport unless the Operator has a concessionaires license with the City as a full service FBO and complies with the requirements defined in Chapter IV, Section 1 or is a government contract helicopter or Single Engine Air Tanker with fuel on the airport that was not purchased from the FBO. Any commercial fueling of aircraft at the Cedar City Regional Airport shall be done by an authorized FBO.

- a. All Operators with their initial application shall furnish to the Airport Board/City:
  - (1) A copy of the applicable FAA certification documents;
  - (2) Evidence of insurance in the form of a certificate of insurance in the following minimum amounts: Public liability \$100,000 per person; public liability \$2,000,000 with hold harmless clause in favor of the City, its officers and employees;
  - (3) A current address and telephone number.
- b. Types of Operator services include:
  - (1) Aircraft sales
  - (2) Parts and accessories sales
  - (3) Charter operations which include, but are not limited to: passenger or "air taxi;" freight, or delivery; aerial survey; agricultural spraying, etc.
  - (4) Aircraft rental
  - (5) Flight instruction or ground schools

area on the Airport of sufficient size to accommodate such structure and all aircraft used by the Operator for the training; and shall have based on the Airport two or more aircraft suitable for flight instruction which comply with the regulations and standards of the FAA.

- (6) Maintenance Services - An Operator shall provide a shop building which is separated by a fire wall from any hangar or building of sufficient size to accommodate the aircraft for which service is intended, together with all tools and equipment and the office required by the rules and regulations which building shall contain a minimum of one thousand two hundred (1,200) square feet of inside floor space. In addition, the Operator shall equip the shop with such tools, machinery, equipment, parts and supplies normally necessary to conduct a full-time business operation in connection with the maintenance service being offered. Such shop shall be staffed by mechanics and personnel who are qualified and competent and who hold any and all certificates necessary from the FAA or DOA. Such maintenance and repair services shall be conducted on a regular basis and shall be open for repairs daily during normal business hours with competent personnel on duty. In addition, the Operator shall lease from the City an area on the Airport of sufficient size to accommodate such buildings and to provide an access area and storage area to accommodate aircraft used by the Operator, or which are placed with him for repairs. Aircraft may be stored in the shop building.
  - (7) Aircraft Outside Storage - The Operator must hold a lease to provide suitable space for paved tie-down area of sufficient size to accommodate all aircraft used by the Operator in its operations at the Airport.
  - (8) Aircraft Inside Storage - The Operator shall provide a storage building of sufficient size to accommodate stored aircraft. It may have an office in the storage building. If no office is maintained, the Operator shall post in conspicuous places on the hangar facilities the name, address and telephone number of the Operator and of the person who shall be managing or operating the hangar facilities. The operator shall have an area of sufficient size to accommodate the building with proper access.
- e. Each Operator shall, upon being authorized by the City as the construction of any required physical facilities permits, and subsequent to the execution of a proper lease, as soon as feasible, commence and conduct on a full-time basis all business activities and services.

- m. To guarantee performance of paragraph (l.) above, the Operator shall secure, at the Operators' expense, public liability and property damage insurance on which the City shall be named as an additional insured. Such policies of insurance shall be maintained in full force and effect during all terms of existing leases and agreements or renewals or extensions thereof. Such policies shall be with an insurance company licensed to do business in the State of Utah. Copies of all such policies of insurance shall be delivered to the City and shall be held for the benefit of the parties as their respective interests may appear. The amounts of said insurance shall not be deemed a limitation on the Operator's liability to the City.
- n. The Operator shall furnish all services authorized or licensed by the City on a fair, and non-discriminatory basis to all users thereof and shall charge fair, reasonable and non-discriminatory prices for each unit of service; provided that the Operator may make reasonably and non-discriminatory discounts, rebates.
- o. The City may, at its discretion, terminate any lease or other agreement authorizing the Operator to conduct any services or businesses at the Airport, which said termination shall automatically revoke the Operator's lease, for any cause or reason provided in these rules and regulations, or by law, and in addition thereto, upon the happening of any one or more of the following:
  - (1) Filing of a petition voluntarily or involuntarily, for the adjudication of the Operator as bankrupt.
  - (2) The making of the Operator of any general assignment for the benefit of creditors.
  - (3) The abandonment or discontinuance of any permitted operation at the Airport.
  - (4) The failure of the Operator to remedy any default or breach of violations by it or its personnel in keeping, observing, performing, and complying with these regulations and standards and the terms, covenants, conditions in any lease or agreement entered into pursuant hereto on the part of the Operator to be performed, kept, or preserved, within thirty (30) days from the date written notice from the City has been mailed to delivered to the place of business of the Operator at the Airport.
  - (5) The failure to promptly pay to the City, when due, all rents, charges, fees and other payments which are payable to the City by the Operator.
  - (6) The Operator, or any partner, officer, director, employee or agent thereof commits any of the following:
    - (a) Repeatedly violates any of these rules and regulations; or

premises together with all structures or improvements and all aircraft, equipment, and all licenses and registrations.

- s. The Operator shall park and store the aircraft used in its operations and its customer's aircraft on its assigned area only, unless arrangements for such parking with another Operator, the City or the Airport Manager are made.

#### **Section 4 Flying Clubs**

All flying clubs desiring to base their aircraft and operate on the airport must comply with the applicable provisions of these rules and regulations. However, they shall be exempt from regular Fixed Base Operator requirements upon satisfactory fulfillment of the conditions contained herein.

- a. The clubs shall be a nonprofit entity (corporation, association or partnership) organized for the express purpose of providing its members with aircraft for their personal use and enjoyment only. The ownership of aircraft must be vested in the name of the flying club or owned ratably by all of its members. The property rights of the members of the club shall be equal and no part of the net earnings of the club will inure to the benefit of any member in any form (salaries, bonuses, etc.). The club may not derive greater revenue from the use of its aircraft than the amount necessary for the operations, maintenance, replacement, and improvement of its aircraft and equipment.
- b. Flying clubs may not offer or conduct charter, air taxi, or rental of aircraft operations. They may not conduct aircraft flight instruction except for regular members, and only members of the flying club may operate the aircraft. Any qualified mechanic who is a registered member and part owner of the aircraft owned and operated by a flying club shall be permitted to do maintenance work on the aircraft owned by the club.
- c. The flying club, with its initial application, shall furnish the governing body a copy of its charter and by-laws, articles of association, partnership agreement or other documentation supporting its existence; a roster, or list of members, including names of officers and directors, to be revised on a semiannual basis; evidence of insurance in the form of a certificate of insurance in the following minimum amounts: public liability \$100,000 per person; public liability \$2,000,000 per accident; property damage \$2,000,000 with hold harmless clause in favor of the City, its officers and employees (ten days prior notice of cancellation shall be filed with the City); number and type of aircraft; evidence that aircraft are properly certificated; evidence that ownership is vested in the club; and operating rules of the club, if applicable. The books and other records of the club shall

**Section 6 Personal Aircraft Sales and Leases**

Nothing contained herein shall prohibit any individual or business from selling and/or leasing ~~personally~~personal or business- owned aircraft at their discretion providing that all other applicable rules, regulations and minimum standards contained in this document are complied with.

**Section 7 Specialized Commercial Activities**

a. **Parachute Jumping:** Any commercial parachute jumping clubs or organizations desiring to engage in parachute jumping onto the Airport must as a minimum provide the following:

Formatted: Font: Arial

- \_\_\_\_\_ (1) Obtain the written permission of the Airport Manager.
- \_\_\_\_\_ (2) Specify the hours and areas for the drop and issue a \_\_\_\_\_ Notice to Airmen (NOTAM) as appropriate.

Formatted: Font: Arial

Formatted: Font: Arial

- (3) Evidence of insurance in the form of a certificate of insurance in the following minimum amounts: Public liability \$100,000 per person; public liability \$2,000,000 with hold harmless clause in favor of the City, its officers and employees. If the organization is a member of the United States Parachute Association, the coverage provided by membership in that organization is acceptable.

Formatted: Indent: Left: 1", No bullets or numbering

Formatted: Font: Arial

Formatted: Font: Arial

Formatted: Font: Arial

b. **Casual Aircraft Mechanics:** An individual desiring to engage in occasional commercial airframe or powerplant or specialized repair service, must provide as a minimum the following:

Formatted: Font: Arial

- (1) A copy of the applicable FAA certification documents;
- (2) Evidence of insurance in the form of a certificate of insurance in the following minimum amounts: Public liability \$100,000 per person; public liability \$2,000,000 with hold harmless clause in favor of the City, its officers and employees;
- (3) A current address and telephone number.
- (4) A non-refundable annual fee is required to provide services on the airport.

**Section 8 Helicopter/Rotorcraft Flight School Operating Protocols**

These protocols establish operating procedures for conducting all helicopter/rotorcraft flight school operations at the Cedar City Regional Airport. These established procedures help ensure the safety of all aviation users at the airport while still providing an atmosphere where Flight Schools may accomplish student training objectives.

- 1. Landing or touching down with skids is not permitted on Runway 2/20.

will follow SR-56. Inbound arrivals from the west will be north of the end of runway 2/20. All other inbound and outbound flights will use the east side. Operators should consult the Airport Facilities Directory or Airport NOTAMS for the latest operational information.

~~40.~~ 10. During airport snow removal operations, airport runways and taxiways may \_\_\_ not be available for use.

Formatted: Indent: Left: 0.25", No bullets or numbering

~~41.~~ 11. All flight operations must avoid the Glide Slope Critical Area and Automated Weather Observation Site, both on the west side of Runway 2/20.

Formatted: Indent: Left: 0.25", Hanging: 0.25", No bullets or numbering

~~42.~~ 12. When fixed wing aircraft are present in the Cedar City Regional Airport airspace, all helicopter traffic will vacate the established primary runway 2/20 and discontinue use of this runway.

Formatted: Indent: Left: 0.25", Hanging: 0.25", No bullets or numbering

~~43.~~ 13. All helicopter parking must be in locations approved by airport management and clear of all Taxiway Object Free Areas (TOFA).

Formatted: Normal, Indent: Left: 0.25", No bullets or numbering

~~44.~~ 14. All personnel must be familiar with the Airport Rules and Regulations and \_\_\_ Minimum Standards.

Formatted: Normal, Indent: Left: 0.25", No bullets or numbering

~~45.~~ 15. At no time is equipment allowed to be parked on an airport common use area \_\_\_ which includes all runways, taxiways and parking aprons.

Formatted: Normal, Indent: Left: 0.25", No bullets or numbering

~~46.~~ 16. All pedestrian traffic and traffic to and from aircraft will only be allowed on designated paths defined by Airport Manager.

Formatted: Font color: Auto

Formatted: Indent: Left: 0.25", Hanging: 0.25", No bullets or numbering

17. All rules and regulations apply to all students and instructors and other flight operations.

Formatted: Normal, Indent: Left: 0.25", Hanging: 0.25"

### Noise Abatement Protocols

All efforts should be made to avoid community/county residential areas for all helicopter operations.

To improve the quality of our environment, it is imperative that every pilot minimize noise irritation to the public. The following are several techniques which should be employed when possible.

1. Avoid flying over outdoor assemblies of people. When this cannot be avoided, fly as high as practical, preferably over 2000 feet Above Ground Level (AGL).

Rates for like facilities or land in the local area  
Apron/taxiway access  
City Council approved rates/fee structure

Lease Rates are approved by the City Council and are adjusted per terms of the lease agreement.

**Section 3 Utilities**

1. Use of City supplied utilities in common areas will be reflected in the lease rates.
2. Unique utilities required in common areas will be the responsibility of tenant.
3. Hook up and cost of utilities to buildings constructed on leased city land shall be the responsibility of the tenant.
4. Unless otherwise provided in the lease agreement with the City, the Operator shall, at its own expense, provide, construct, install, equip and maintain all utilities, buildings, structures, ramps, tie-down area, taxi-ways, fences and all other facilities and improvements requested or approved by the City as part of the lease for the Operator to carry on the activities or services authorized by the City.
5. The Operator shall promptly pay, when due, all charges for water, sewer, power, telephone service and all other utilities and services supplied to the operation at the Airport; and all wages or salaries and all rentals, fees and payments to the City.

**Section 4 Facility Maintenance**

1. Tenant will be responsible for proper upkeep of the facility. Uncommon wear or breakage will be the responsibility of the tenant.
2. Normal wear or failure of such items as plumbing, fixtures, carpets, integrity of the roof, paint etc. which were part of the original lease agreement shall be the responsibility of the lessor.
3. Tenant may opt to make necessary repairs of lessor's maintenance responsibilities for lease payment credit with lessor's approval. In such cases a detailed breakdown of cost by category (labor/materials) shall be submitted to the lessor for approval prior to repair start. The lessor may accomplish such maintenance/repair if that option will result in a financial benefit to the lessor.

**Section 5 Construction/Modifications to a City Owned Facility**

completely within the airport property boundary and the site does not border a city street. All engineering standards for utilities are strictly enforced on any airport development. It is the responsibility of the tenant to meet all codes and standards required. Development standards apply to both proposed hangar development and existing hangar modifications. All improvements to a site accomplished to comply with any City ordinance, this document, or any other Code shall be the responsibility of the Tenant.

**Section 2.1 Site Plan Review / Permits:**

- a. Pre-Design: Prior to the hangar site planning and design, the tenant or the designated representative will meet with the airport manager to discuss the following pre-design requirements.
  - 1. Lease agreement terms and conditions
  - 2. Lot location for the proposed hangar
  - 3. Development standards
  - 4. Construction document requirements
  - 5. Building Plans
- b. Construction Documents: The tenant or designated representative shall prepare and submit an "Application for Raw Land Lease" to the airport manager at least 7 days prior to the Airport Board meeting where action is required.
- c. FAA Review: The tenant is responsible for submitting a Notice of Proposed Construction form 7460-1 to the FAA for approval. The airport manager Airport Manager will offer assistance to the tenant if requested. Form 7460-1 permits can take **ninety (90) days** or more to process and approve. No building permit will be issued until FAA approval of 7460-1.
- d. Permits: The tenant is responsible for obtaining all applicable building permits. All permits shall be obtained before the start of construction. The Airport Board must approve all construction plans prior to issuance of any building permit. Reviews will be accomplished using guidelines in Chapter VI, Section 2.2 through 2.5.
- e. Survey Fee: A survey fee is due at time of application for a raw land lease. This fee will allow the ~~city~~City Engineering Department to survey desired location and write a legal description for lease documents. The ~~\$~~fee is credited toward the lease, provided the applicant finalizes the lease process and constructs the facility. The fee becomes non-refundable if the applicant fails to complete the lease and construction process.

Formatted: Font: 12 pt  
Formatted: Justified  
Formatted: Font: 12 pt  
Formatted: Font: 12 pt

**Section 2.2 Setbacks:**

Setbacks from object free areas and property lines are required to enhance the safety of aircraft operations on taxiways and taxi-lanes and to allow access for

## **Section 2.5 Architecture**

Hangars erected at the Cedar City Regional Airport shall meet all applicable building codes, including fire, electrical, and plumbing, etc. The proposed hangar will be reviewed by the airport manager and the Airport Advisory Board to determine compatibility with the Airport Master Plan and Airport Layout Plan. The proposed hangar will also be reviewed by the project review committee in accordance with their development checklist.

- a. Construction Materials: Pre-fabricated, pre-engineered or erected hangars shall have a façade of masonry, concrete, powder coated metal or a combination of these materials. Other materials may be used if approved by the Airport Board, the Fire Marshal, and the Building Inspector.
- b. Structural Requirements: All hangars shall be engineered to meet the following standards; Seismic Zone D- Importance Factor 1, Wind loading to ninety (90) MPH, Exposure C, and a Snow load of thirty (30) PSF plus drift.
- c. Exterior Color: All exterior surface colors shall be compatible with that of the surrounding area as determined and approved by the Airport Board. The tenant shall submit a sample of the colors selected as part of the "Application for Raw Land Lease" for approval.
- d. Framing: All hangar structures shall be totally enclosed. No open sided structures shall be permitted with the exception of shade covers. Metal shade covers may be built in designated areas with the approval of the Airport Advisory Board. Airport Advisory Board.
- e) Exterior: All exterior surfaces shall be of new material, pre-finished aluminum, steel, or decorative masonry. No painted wood, unfinished materials or excessive glass walls will be permitted. No used or damaged/salvaged materials will be allowed.
  - i. Building glazing shall not cause glare or reflections that will interfere with airport operations or ground circulation. Windows or large areas of glass shall be oriented and/or treated to avoid reflections which could distract pilots landing or taking off.
  - ii. All new construction shall be of high quality and utilize materials and finishes which will maintain their appearance with low maintenance.

Formatted: Font: Arial

Formatted: Font: Arial

## **Section 3 Paved Access**

and visitors of/to the hangar lots that are completely within airport property boundaries will park their vehicles within their lot and/or hangar at all times. For hangars constructed on either the 1400 or 1500 North Taxlianes, the parking of vehicles or equipment between the front of the hangar and the taxilane is not permitted.

**Section 10 Outdoor Storage**

Outdoor storage areas, dumpsters, loading/unloading areas, roof equipment will be screened with the same architectural style as the hangar or as approved by the project review team.

**Section 11 Utilities**

The tenant shall negotiate for utility service with each individual utility company.

**Section 12 Temporary Buildings**

Temporary buildings such as trailers are subject to approval by the building inspector and must be in compliance with city ordinance. Temporary buildings must be constructed of materials that have an exterior color that compliments the surrounding area

**Section 13 Snow Removal**

The airport staff will plow snow in front of the hangar area within ten feet of hangar doors when the hangar is adjacent to a common use apron. The City will not be responsible for any possible damage to hangars or aprons including cracks or chipped concrete resulting from the snow removal. All snow removal operations are subject to the priorities established in the Airport Snow Removal Plan. Hangar aprons are the lowest priority. Hangars that are adjacent to a taxilane will be plowed to the edge of the taxilane. All other snow removal shall be the responsibility of the tenant.

**Section 14 Refuse**

No storage of waste, refuse material, aircraft parts, vehicles or equipment shall be permitted outside the hangar.

Formatted: Justified

**Section 15 Fencing**

Security/Wildlife fencing shall be required on all properties that are located on the airport boundary. Fence construction shall meet FAA and City specifications. Properties that are totally within the airport boundary will not be fenced. Temporary fence panels may be allowed on these properties at the discretion of the airport manager.

Formatted: Justified