



Matthew H. Mead  
Governor  
William T. Panos  
Director

# WYOMING DEPARTMENT OF TRANSPORTATION AERONAUTICS COMMISSION MEETING MINUTES



Peter G. Schoonmaker  
Chairman  
Telephone No.:  
(307) 777-4015

## I. CALL TO ORDER

A meeting of the Aeronautics Commission was via teleconference on Tuesday, January 23, 2018. Chair Schoonmaker presided, calling the meeting to order at 3:00 P.M.

## II. ROLL CALL

*The following Commissioners were present, constituting a quorum:*

Pete Schoonmaker, Chair, District 5	Bill DeVore, Vice Chair, District 3
Chuck Brown III, Commissioner, District 1	Doyle Vaughan, Commissioner, District 2
Bruce McCormack, Commissioner, District 4	Sigsbee Duck, Commissioner, District at Large
John Newton, Commissioner, District at Large	Bill Panos, Ex Officio, WYDOT Director

## III. INTRODUCTIONS

*The following Staff Members were present:*

Amy Surdam, Division Administrator	Katie Pfister, Commission Secretary
Christy Yaffa, Planning & Programming Manager	Brian Olsen, Engineering & Construction Manager
Shawn Burke, Air Service Development Analyst	Adam Schutzman, Senior Planner

*The following Guests were present:*

Bill Hickman of Cheyenne	Frank Gerstenkorn of Cheyenne
Sam Voyles, AG's Office	Mike Kahler, AG's Office
Kim Brocha of Cheyenne	Kyle Butterfield, City of Riverton
Bob Hooper, Cody Airport	Devon Brubaker, Rock Springs Airport
John Stopka, Sheridan Airport	Renee Obermueler, Sheridan Airport
Glenn Januska, Casper Airport	Tim Barth, Cheyenne Airport
Jim Schell, Cheyenne Airport	Jay Lundell, Gillette Airport
Bob Palmer, Campbell County	Cheryl Bean, GDA
Wade Getz, Denver Air Connect	Wendy Volk, CRAFT
Melissa Defratis, Legislative Liaison	

## IV. ADJUSTMENTS TO AGENDA

One (1) adjustment was made to the agenda, allowing Chair Schoonmaker to provide an update.

## VI. UPDATES/DISCUSSIONS

### A. Chairman's Update

#### 1. General Matters

Chair Schoonmaker's update including announcing that the elections for chair and vice chair would be held at February's business meeting, noting that the Commission may also want to consider changing their policies regarding officer terms during that time as well. This concluded the Chairman's Update.



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## VII. NEW BUSINESS

Mr. Burke reviewed four (4) Air Service Enhancement Program (ASEP) Grant Applications, including their ranking within the program's Priority Rating Model. The model was created by Division Staff and the Commission to better prioritize projects given limited Air Service Enhancement Program funding. Mr. Burke explained that Sheridan, Rock Springs, and Riverton were considered primary air service, and that Cheyenne was considered growth service.

### A. Cheyenne's ASEP Grant Application

The Cheyenne Regional Air Focus Team (CRAFT) requested state support for new service on Swift Air to either Phoenix or Las Vegas, with the proposed service starting sometime in the second or third quarter of 2018. It was stated by the applicant that negotiations were still underway in terms of a carrier, route, and flight frequencies. It was also noted that the proposed service did not meet the Commission's definition for primary air service at this time, which includes two (2) daily roundtrip flights per day. As this would be considered an enhanced market, the applicant (CRAFT) requested a state match of 38%, and a state share not to exceed \$580,000.

Mr. Burke noted that Cheyenne's request scored a 1,295 out of a possible 1,725 on the Priority Rating Model.

Tim Barth of Cheyenne Regional Airport concurred with Mr. Burke's overview, and stated that they have been working with an airline for the past nine (9) months.

Chair Schoonmaker called for discussion on Cheyenne's application given that there were concerns over the completeness of the request.

Mr. Barth also pointed out that while the service is considered a growth market within the priority rating model, that they consider this critical air service, as their primary carrier's passenger loads are down to 1-2 passengers per week at this time.

Mr. Burke clarified that primary service is defined as up to two (2) daily roundtrip flights per day, and as this service would likely be less than daily, it is considered growth service.

Chair Schoonmaker questioned whether the division's recommendation would include contingencies given that Cheyenne's application wasn't fully defined in terms of a carrier, routes, and flight frequencies.

Ms. Surdam acknowledged the Chair's concern that negotiations were still ongoing, but noted that the request was for a state share not to exceed \$580,000, which could be for service to either Phoenix or Las Vegas twice per week, or to both, depending on how negotiations played out. She explained that language could be added to the recommendation that Cheyenne is required to come before the Commission with their final product, and that the Commission could give a final blessing to proceed at such a time.

Various commissioners expressed concerns that the contract was not clearly defined in terms of a carrier, routes, or flight frequencies, and they also expressed interest in knowing if the proposed new service could potentially meet the 10,000 enplanements threshold.

Ms. Volk of CRAFT conveyed the large amount of community support, the limited amount of service available to date, and the need for air service in the near future. She also expressed that a commitment from the Commission for funding would help with their ongoing negotiations.

Director Panos came into the discussion with Cheyenne at that time, previous discussions were summarized, and further clarifications were made. Additionally, there was some discussion about the timing of the potential airline, the grant application, the timeline of the grand opening for Cheyenne's terminal, and how they all correlated.



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## VII. NEW BUSINESS (CONTINUED)

### A. Cheyenne's ASEP Grant Application (Continued)

Recommendation: Director Panos recommended approval with contingencies of CRAFT's grant request for service on Swift Air to either Phoenix or Las Vegas at a state match of 38% not to exceed \$580,000, with the further contingency that the airport and CRAFT provide the Commission with the information they have asked by the next business meeting.

Motions: It was moved by Commissioner DeVore, and seconded by Commissioner Vaughan to table CRAFTS request for a state match of 38% not to exceed \$580,000 to the February 22, 2018 business meeting, with the following information being requested: frequency, destination(s), and anticipated enplanements.

Discussions: As there was no further discussion, the Commission then voted on tabling CRAFT's request until the next business meeting. Motion Carried.

### B. Riverton's ASEP Grant Application

*The following is taken from the Explanation of Agenda:*

The Fremont County Air Service Team (FAST) requested state support for continued service on Key Lime Air, DBA Denver Air Connection to Denver International Airport (DEN) in conjunction with the Critical Air Service Team (CAST) of Sheridan and Johnson counties. The service proposed would run from July 1, 2018 to June 30, 2019 and include 20 weekly roundtrip flights to Denver. 3 flights a day except Saturday and Sunday, tagged with Sheridan for the morning and evening flights and a separate mid-day roundtrip for each community. FAST is requesting a state match of 60% at a state share not to exceed \$596,936.90.

Mr. Burke noted that Riverton's request scored a 1,425 out of a possible 1,725 on the Priority Rating Model.

Recommendation: Mr. Burke recommended approval of FAST's grant request for continued service with Key Lime air DBA Denver Air Connection, in conjunction with CAST at a state match of 60% with a maximum state share not to exceed \$596,936.90.

Motions: It was moved by Commissioner Duck, and seconded by Commissioner DeVore to approve FAST's grant request as presented.

Discussions: As there were no major questions or comments, the Commission then voted on the approval of FAST's grant request. Motion Carried.

### C. Rock Springs ASEP Grant Application

*The following is taken from the Explanation of Agenda:*

Sweetwater County requested state support for continued service on SkyWest Airlines/United Express to Denver International Airport (DEN). The proposed service would be 13 roundtrip flights per week, from July 1, 2018 to June 30 2019.

Mr. Burke noted that Rock Springs request scored a 1,475 out of a possible 1,725 on the Priority Rating Model.

Recommendation: Mr. Burke recommended approval of Sweetwater Counties grant request for continued service on SkyWest Airlines/United Express to Denver International Airport (DEN). The proposed service would be 13 roundtrip flights per week, from July 1, 2018 to June 30 2019.

Motions: It was moved by Commissioner DeVore, and seconded by Commissioner Newton to approve Sweetwater Counties' grant request as presented.

Discussions: As there were no major questions or comments, the Commission then voted on the approval of Sweetwater Counties' grant request. Motion Carried.



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## VII. NEW BUSINESS (CONTINUED)

### D. Sheridan's ASEP Grant Application

*The following is taken from the Explanation of Agenda:*

The Critical Air Service Team (CAST) of Sheridan and Johnson counties requested state support for continued service on Key Lime Air, DBA Denver Air Connection to Denver International Airport (DEN) in conjunction with the Fremont County Air Service Team (FAST). The service proposed would run from July 1, 2018 to June 30, 2019 and include 20 weekly roundtrip flights to Denver. 3 flights a day except Saturday and Sunday, tagged with Riverton for the morning and evening flights and a separate mid-day roundtrip for each community. CAST is requesting a state match of 60% at a state share not to exceed \$596,936.90.

Mr. Burke noted that Sheridan's request scored a 1,420 out of a possible 1,725 on the Priority Rating Model.

Recommendation: Mr. Burke recommended approval of CAST's grant request for continued service with Key Lime air DBA Denver Air Connection, in conjunction with FAST at a state match of 60% with a maximum state share not to exceed \$596,936.90.

Motions: It was moved by Commissioner Newton, and seconded by Commissioner Duck to approve CAST's grant request as presented.

Discussions: As there were no major questions or comments, the Commission then voted on the approval of CAST's grant request. Motion Carried.

### E. Statewide Airport Crack Sealing Project

Mr. Olsen reviewed the Statewide Airport Crack Sealing Project.

*The following is taken from the Explanation of Agenda:*

Bids for the 2018 Crack Seal Project were opened on January 11, 2018. Three (3) bids were received. Participating airports include: Cheyenne, Dixon, Guernsey, Laramie, Pine Bluffs, Rawlins, Saratoga, Torrington and Wheatland.

Recommendation: Mr. Olsen recommended awarding the Statewide Airport Crack Sealing Project to National Sealant & Concrete, LLC, of Abrams, WI, in the amount of \$603,272.

Motions: It was moved by Commissioner McCormack, and seconded by Commissioner Vaughan to award the Statewide Airport Crack Sealing Project to National Sealant & Concrete, LLC.

Discussions: As there were no major questions or comments, the Commission then voted on awarding the Statewide Airport Crack Sealing Project to National Sealant & Concrete, LLC. Motion Carried.

### F. Air Service Improvement Plan Joint Resolution

Ms. Surdam reviewed the Air Service Improvement Plan Joint Resolution.

*The following is taken from the Explanation of Agenda:*

A joint resolution of support by the Wyoming Transportation and Aeronautics Commissions for the Commercial Air Service Improvement Plan, which reads as follows:

#### **Wyoming Commercial Air Service Improvement Plan Joint Resolution Transportation and Aeronautics Commission**

**WHEREAS**, since the inception of the Air Service Enhancement Program (ASEP) in 2004, Wyoming has realized significant economic impacts from commercial air service, including:

- For every \$1 Wyoming invests on commercial air service, the state sees more



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## VIII. NEW BUSINESS (CONTINUED)

### G. Air Service Improvement Plan Joint Resolution (Continued)

- *(Continued)* than \$23 in return;
- For every passenger using a commercial airport to board a commercial flight in Wyoming, the state realizes \$220 in annual economic impact;
- Aviation supports more than 12,000 jobs and improves the efficiency of 38,000 jobs while producing \$1.4 billion in annual economic activity; and
- Aviation generates an estimated \$46.3 million in annual local and state tax revenues from commercial air service functions; and

**WHEREAS**, the current Wyoming Air Service Enhancement Program (ASEP) will not have enough money to support commercial air service at its current level after July 1, 2019;

**WHEREAS**, recent industry changes have made it difficult to retain and grow air service in many of our communities; and

**WHEREAS**, new rules and regulations, escalating costs, crew shortages, airline consolidation, and aircraft retirements have all contributed to a substantial reduction in regional air service in Wyoming, and across the nation, causing airports in Wyoming to compete with other commercial airports for air service, and

**WHEREAS**, because of limited resources, airlines are continuing to cutback service to smaller communities such as those in Wyoming; and

**WHEREAS**, the Department of Transportation and its Aeronautics Division are committed to restoring and maintaining rural air service and the jobs and economic impacts it supports in Wyoming; and

**NOW THEREFORE BE IT RESOLVED** that the Transportation Commission of Wyoming and Aeronautics Commission of Wyoming are in support of a new long-term plan that encourages a public private partnership to achieve more reliable, sustainable air service for the citizens and economic development of Wyoming.

Recommendation: Ms. Surdam recommended voting in support of the Air Service Improvement Plan Joint Resolution.

Motions: It was moved by Commissioner Newton, and seconded by Commissioner Vaughan to support the Air Service Improvement Plan Joint Resolution.

Discussions: As there were no major questions or comments, the Commission then voted on supporting the Air Service Improvement Plan Joint Resolution. Motion Carried.

## XI. EXECUTIVE SESSION

There was no need for an Executive Session.

## XII. ADJOURNMENT

Motion: It was moved by Commissioner Vaughan, and seconded by Commissioner Newton to adjourn the January 23, 2018 business meeting.



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### XIII. ADJOURNMENT (CONTINUED)

Discussion: The Commission then voted on the adjournment of the January 23, 2018 business meeting. Motion Carried. Meeting adjourned at 4:22 P.M.