

**Yellowstone Regional Airport Master Plan Update  
Planning Advisory Committee Meeting #1 Summary**

**FAA AIP 3-56-0006-039-2018  
WYDOT ACOD46A**

**Meeting:** Planning Advisory Committee (PAC) Kick off Meeting #1  
**Date / Time:** Tuesday June 12, 2018 / 3:00pm – 4:00pm  
**Location:** Duggleby Room, Yellowstone Regional Airport  
**Attendees:** A list of PAC agencies / organizations represented is included on the last page of this summary

**Meeting Summary**

On June 12, 2018, The Planning Advisory Committee (PAC) members met to kick-off the Yellowstone Regional Airport Master Plan Update. The purpose of the first PAC meeting was to provide a project overview, define the role of the PAC in the master plan process, and facilitate PAC member input regarding master plan vision.

PAC members were asked to share their interests as representatives of the communities, agencies, and organizations they represent, and provide input into the master planning process with respect to the master plan vision as well as specific issues.

To start the meeting, Tim Wick, Morrison-Maierle Project Manager, welcomed PAC members. After team member introductions were made, Tim Wick introduced Mike Carlson, Morrison-Maierle Principal Planner for the Yellowstone Regional Airport Master Plan Update. Mike presented background information on the master plan process, background of previous master plans and the purpose and steps included within a traditional airport master planning process. A PDF copy of the PowerPoint presentation is attached to the meeting summary.

A discussion was held among PAC members to determine stakeholder interests for the purpose of developing a vision, and identifying issues and concerns for the Yellowstone Regional Airport Master Plan. The interests and comments made by PAC members are listed below.

**PAC Member Comments / Interests**

- New instrument approaches to improve aircraft access during lower visibility minimums
  - ILS – pros: preferred by airlines, (need cloud ceiling under 400'), pilots currently trained in use, aircraft commonly equipped, / cons: expense to install and maintain
  - GPS / RNP: pros: no ground equipment required, future direction of FAA (“Next Gen”) / cons: later model aircraft not equipped, pilot training
- Rental car wash
  - Separation from public area
  - CFC collection underway for facility
- Rental car fueling facility needed
  - Safety concern with drivers needing to continually enter highway to fuel rental cars
  - Could be shared with airport
- Air service – possibility of community offering airlines financial incentives

- Idea of future anticipated enplanement growth needed.
  - Will depend on air service offered
- Address general aviation development / infill
- Would be beneficial for airport to move toward financial self-sufficiency
- Expansion of passenger parking lot need
- Passenger terminal crowded at peak times
- FBO terminal – attractive facility
- RV's – potential source of revenue generation
- General aviation hangar space / T-hangar space needed
- Support / Promotion of General Aviation
  - Fly-ins,
  - Air shows
  - Aviation Encouragement Grant (WYDOT)
  - Charter (FlightBridge)
- Identify uses for vacant areas
  - Armory
  - Beacon Hill
- SkyWest utilizing EMB 175 in future. Larger passenger capacity may require larger terminal holdroom
- Outreach to local community, in addition to out of state visitors is important for air service demand

**PAC Meeting #2 Reviewing the Inventory and Forecast sections is anticipated in Fall '18. Date, time and place to be determined and notices sent to committee.**

## Attendees

### Planning Advisory Committee

Matt Hall	Mayor – City of Cody
John Wetzel	Mayor – City of Powell
Claudia Wade	Executive Director – Park County Travel Council Destination Marketing
Christine Bekes	Executive Director - Powell Economic Partnership (PEP)
Chuck Walker	President – EAA
Bob Redmond	Chief Pilot – Collier Group
Marc Andrus	Manager – Aircraft Operations Performance – Skywest Airlines
Corey Field	City Manager - Overland West
Kodi Chenoweth	Location Manager –Rovar, LLC

### YRA Board

Jack Way  
Hans Odde  
Craig Wilbur

### YRA Staff

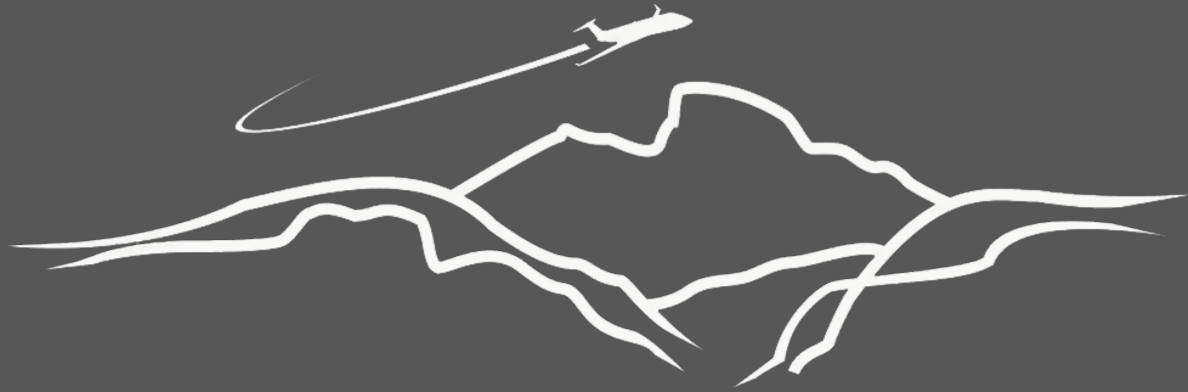
Bob Hooper  
Lisa Stott  
Wes Hanson  
Bruce Ransom

### WYDOT

AJ Schutzman  
Nick Humphreys

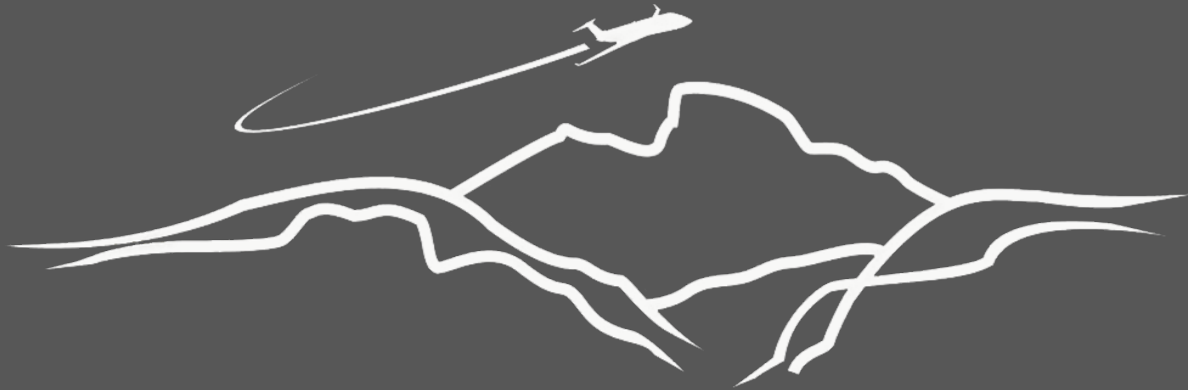
### Consultant Team – Morrison-Maierle

Scott Bell  
Tim Wick  
Mike Carlson  
Frank Page  
Teresa Gunn



# YELLOWSTONE REGIONAL AIRPORT

## Master Plan Update



# YELLOWSTONE REGIONAL AIRPORT

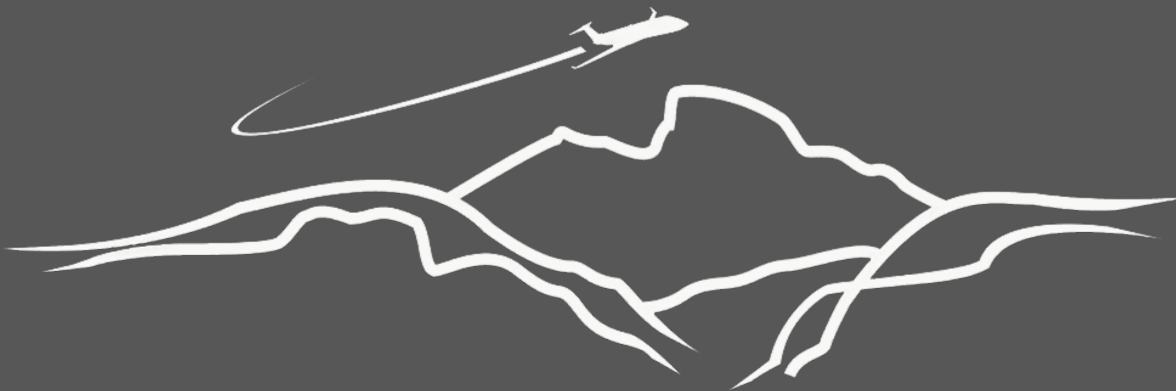
## Master Plan Update

**Planning Advisory Committee  
Meeting No. 1 – Kick-Off, Master Plan Vision**

**June 12, 2018**

# Agenda

- Introductions
- Airport Master Plan Overview
  - Previous YRA Planning
  - 2005 YRA Master Plan
- Purpose of PAC
- Master Plan Vision
- Next Steps



# Master Plan Team Introductions



Bob Hooper, A.A.E.  
Airport Director

Lisa Stott  
Administrative Office Manager



Scott Bell, P.E.,  
VP/ Client Service Manager

Tim Wick, P.E.  
Project Manager

Mike Carlson  
Principal Planner

# Planning Advisory Committee (PAC)

## PAC Members

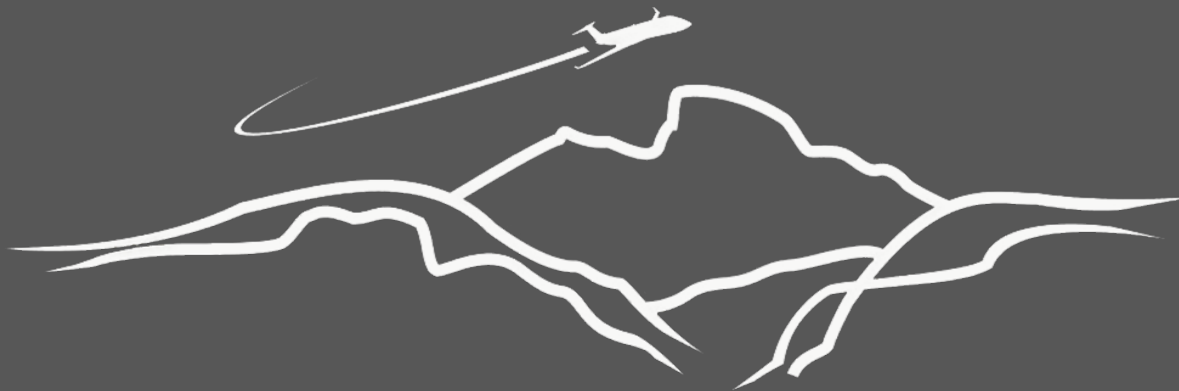
Matt Hall	Mayor – City of Cody
Barry Cook	City Administrator – City of Cody
John Wetzel	Mayor – City of Powell
Claudia Wade	Executive Director – Park County Travel Council Destination Marketing
James Klessens	CEO/President - Forward Cody
Christine Bekes	Executive Director - Powell Economic Partnership (PEP)
Todd Simmons	General Manager - Choice Aviation
Chuck Walker	President – EAA
Bob Redmond	Chief Pilot – Collier Group
Marc Andrus	Manager – Aircraft Operations Performance – Skywest Airlines
Jawan Davis	General Manager COD – Skywest Airlines
Kate Potter	Supervisor COD – Skywest Airlines
Sterling Reynolds	Lead Trainer - Skywest Airlines
Daniel Belmont	Manager – Network Planning Skywest Airlines
Barbara Lam-Hales	Manager – Rental Operations - Overland West
Corey Field	City Manager - Overland West
Dennis Petry	Marketing – Rovar, LLC
Kodi Chenoweth	Location Manager –Rovar, LLC



# Airport Master Plan Overview

## Previous YRA Planning

- 1985 Master Plan
- 2005 Master Plan Update
  - New Terminal
- 2012 Airport Layout Plan Update
  - Narrative
  - Boundary Survey

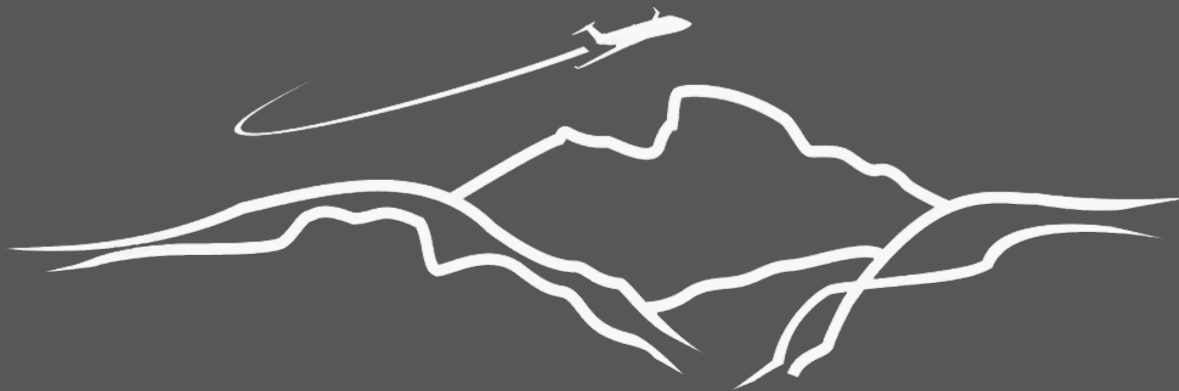


# Airport Master Plan Overview

## Typical Master Plan Basics

“The objective of updating the Airport Master Plan is to provide the Yellowstone Regional Airport Joint Powers Board (Sponsor) officials with proper **guidance for future airport development.**”

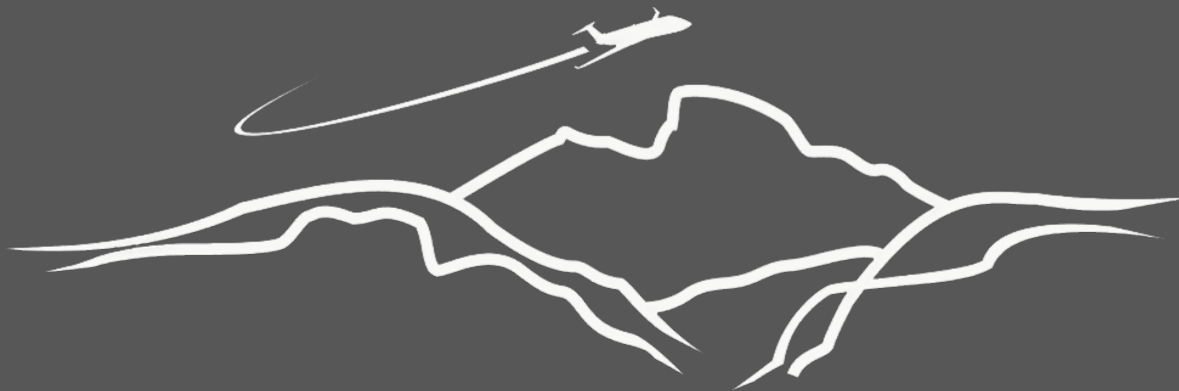
- Community's Vision for Airport
- Focus on facilities
- FAA reviews / approves 2 components:
  - Forecast
  - Airport Layout Plan



# Airport Master Plan Overview

## Typical Master Plan Basics

- Reference Document
- Planning Document
  - 20-year Strategic Development Vision
  - Positions Projects for Funding
- Does not guarantee funding
- Does not mandate development
- Supported by fact and logic (not a “wish list”)
- Allows for uncertainties



# Airport Master Plan Overview

## Airport Facilities to be Evaluated

### Airside

Runways

Taxiways

### Landside

Terminal Area  
Airport Roadways

Parking

Hangars

Aprons

### Airport Support

Fixed Base Operators

ARFF / Snow Removal

Airfield Maintenance

Fueling

### Land Use

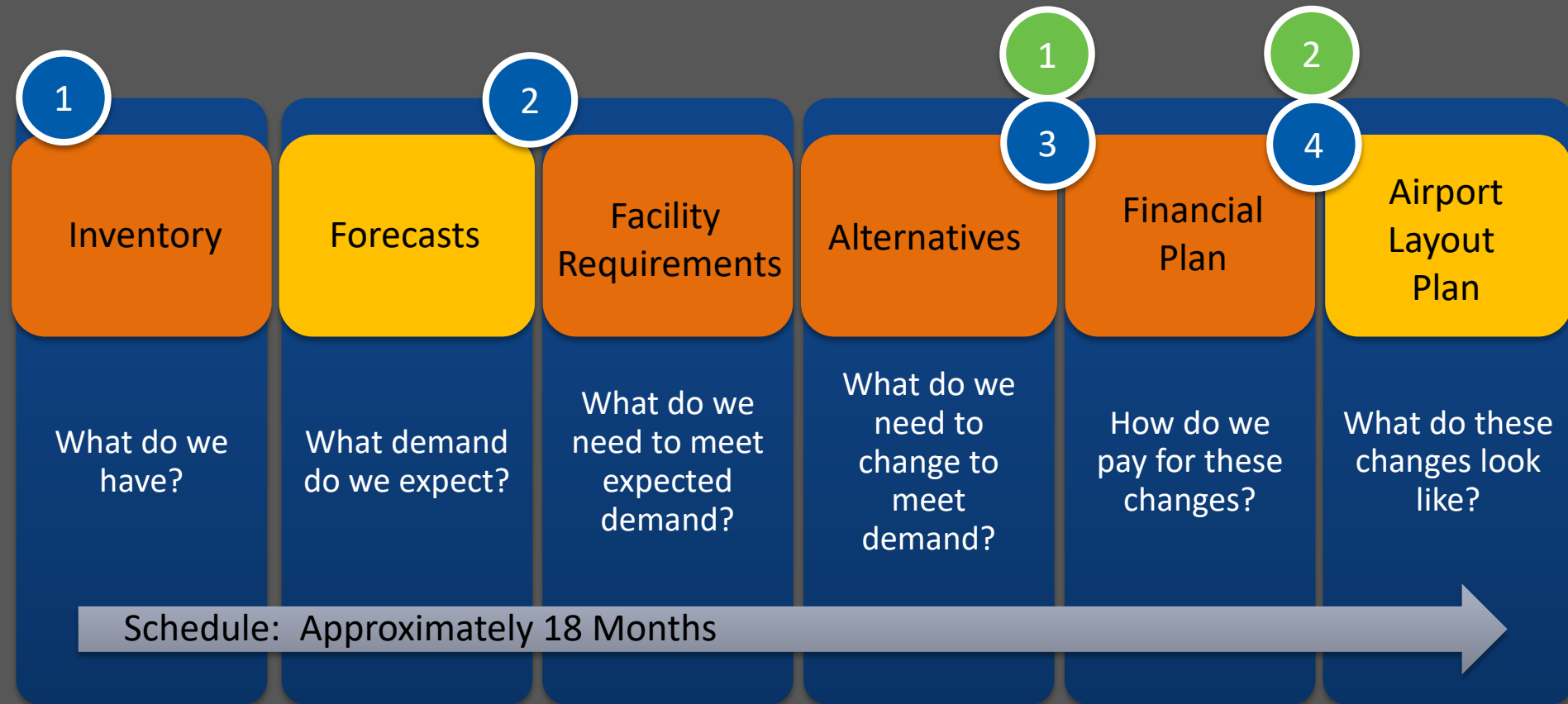
Aeronautical Development

Revenue Generation

Environmental Mitigation

# Airport Master Plan Overview

## Project Flow



FAA Approved Element



PAC Meeting

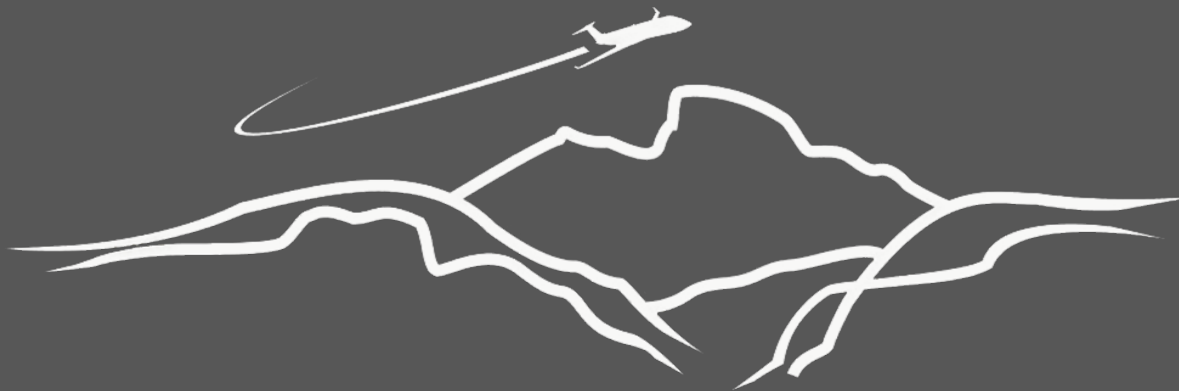


Public Meeting

# Planning Advisory Committee (PAC)

## The PAC's role in the Master Plan

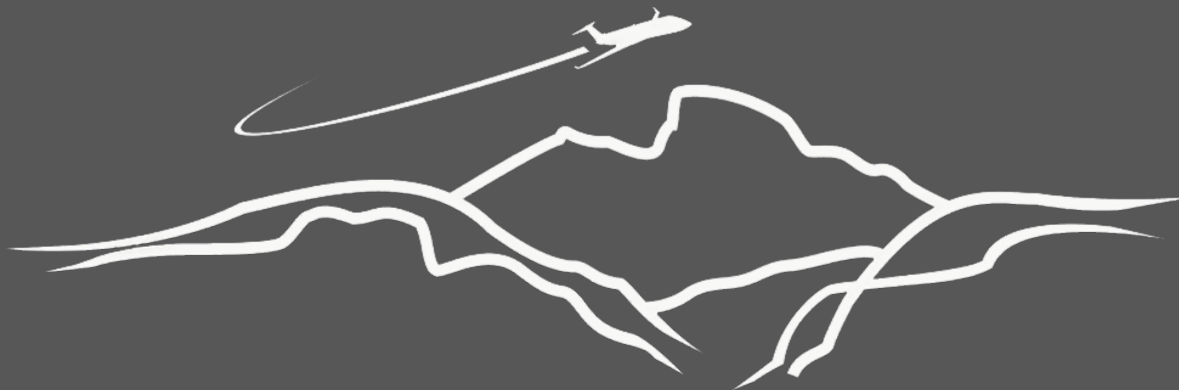
- Provide input to the Master Plan
- 4 Scheduled PAC meetings during the Master Plan
- Today's Meeting: Vision



# Master Plan Vision

## What is important to you about the Yellowstone Regional Airport?

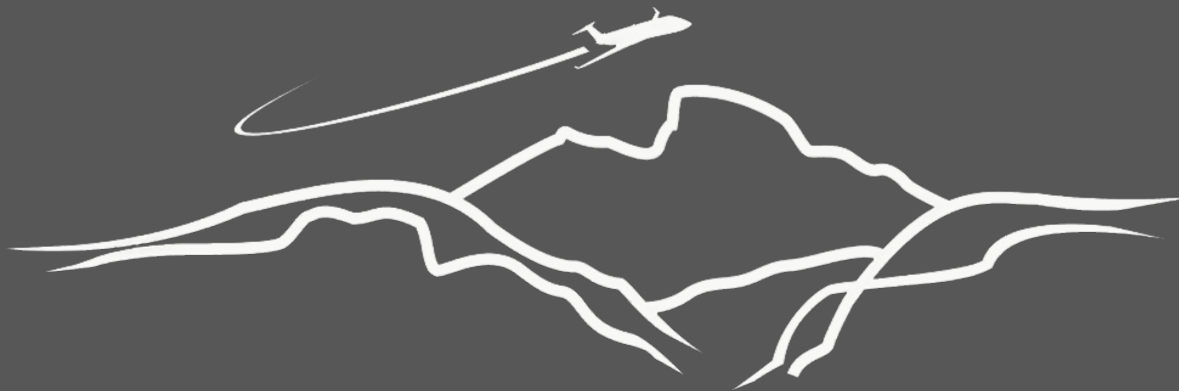
- Fuel Farm
- Terminal Baggage Doors
- Baggage Belt System
- Restaurant
- Business Park
- Car Rental Facility
- GA Ramp Lighting
- Instrument approach
- Old Terminal Parking Lot
- Armory Area
- Terminal Expansion
- Runway Signs per Inspector
- Beacon Hill Property
- Perimeter Gates



# Master Plan Vision

**What existing or future issues and concerns do you have about the Yellowstone Regional Airport?**

Examples might include community presence, facility renovation, instrument approach, maintenance issues, economic development, etc.

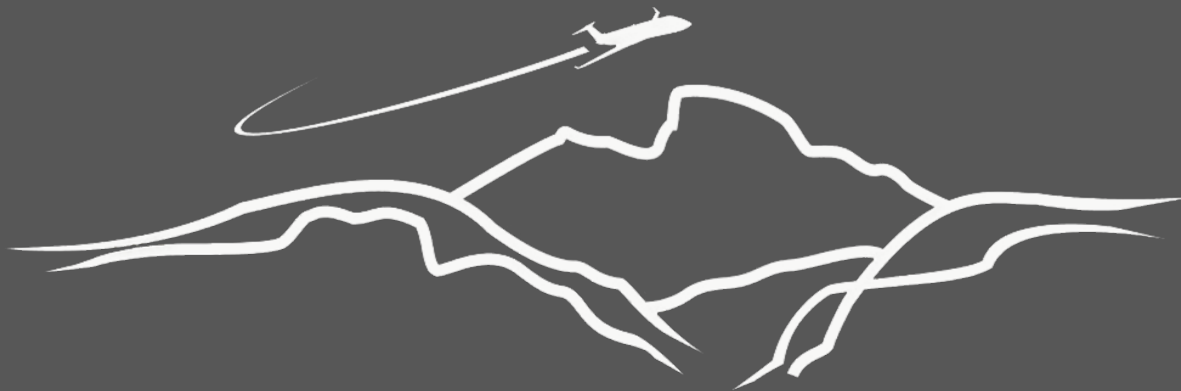


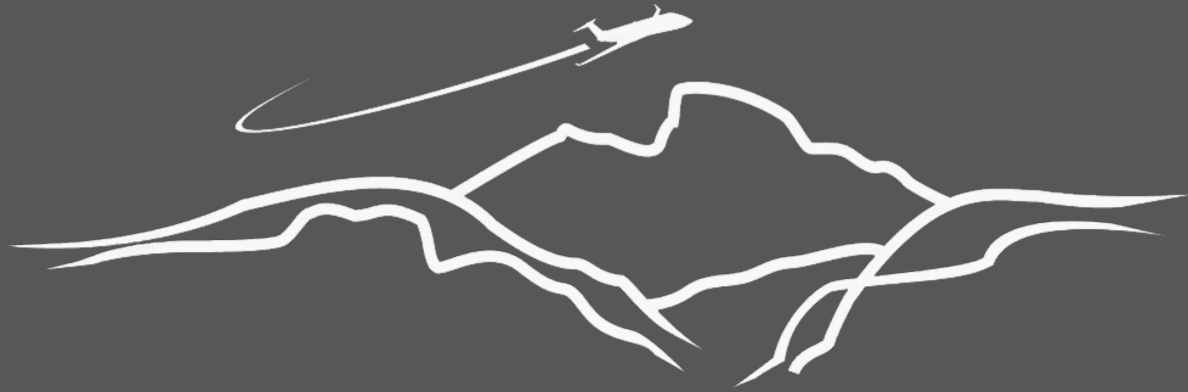


# Yellowstone Regional Airport Master Plan

## Next Steps

- Complete Inventory of Existing Conditions
- Complete Forecast of Aviation Demand
- PAC Meeting #2





# YELLOWSTONE REGIONAL AIRPORT

## Master Plan Update