

**PAROWAN CITY AIRPORT BOARD MEETING
MONDAY- JUNE 6, 2022
PAROWAN CITY OFFICES – 35 EAST 100 NORTH – 4:00 PM**

MEMBERS PRESENT: Pat Wall (Chairman), Jim Shurtleff (Council Representative), Dave Norwood, Dave Cowen, Don Horton,

MEMBERS ABSENT: Pat Wall (Chairman)

STAFF PRESENT: Heather Shurtleff (Deputy Recorder)

STAFF ABSENT: Cleve Matheson (City Manager), Mollie Halterman (Mayor)

PUBLIC PRESENT: None

Jim Shurtleff moved to appoint Don Horton Chair Pro Tem. Dave Cowen seconded the motion. All members present voted in favor of the motion. The motion carried.

CALL TO ORDER: The meeting was called to order at 4:14 PM by Don Horton.

DOES ANYONE HAVE ANY CONFLICTS OR PERSONAL INTEREST IN ANY MATTER ON THE AGENDA WHICH NEEDS TO BE DECLARED? Dave Norwood and Dave Cowen declared they are both hangar owners.

APPROVAL OF MINUTES: Jim Shurtleff moved to approve the minutes of May 9, 2022. Dave Norwood seconded the motion. All members present voted in favor of the motion. The motion carried. The minutes were approved.

LEASE AGREEMENT DISCUSSION:

Section 1: Jim Shurtleff wondered if it would be better to charge by the square foot instead of by the front footage. Dave Norwood explained that all of the hangar lots used to be 150 feet in depth, no matter what the width of the front footage.

Dave Cowen said originally the leases were supposed to be renegotiated every 5 years to CPI (Consumer Price Index); however, the price hadn't been raised as planned. Mr. Cowen figured the CPI had doubled from the early 1990s to 2022. Dave Norwood said originally the price of \$0.05 per square foot was used, which equaled \$5.00 per front foot. Mr. Norwood said with some big hangars going in it might be better to start charging by the square footage. Mick Lauer said there would be some big hangars being built.

Mick Lauer was concerned that the present hangar lease yearly prices could go up considerably, creating an angry situation with the hangar owners, especially an owner in

the middle of the 5 year contract. Jim Shurtleff thought it made sense to keep the pricing the same until the end of the 5 year period for current hangar owners and then make the change. Mr. Lauer was telling those interested in building new hangars that the pricing was still being negotiated.

Jim Shurtleff asked the board what they thought would be a fair price for their hangars. Dave Cowen thought \$500 a year would be fair for his particular hangar.

Throughout the meeting the board discussed if the pricing should be by the front footage of the leased ground, or by the square footage of the leased ground.

Dave Norwood told the board that originally the CPI was used to formulate the hangar lease pricing so sometime down the road a city council couldn't decide to raise the pricing to, for example, triple the amount.

It was stressed that a lot of consideration needed to be put into this issue.

Jim Shurtleff talked about recommending that the city make sure, going forward, that every 5 years the hangar leases were looked at and renegotiated if needed.

Mick Lauer suggested maybe grouping the hangars into group 1 (hangars 1-8), group 2 (hangars 9-17) and group 3 (all new hangars) and adjust the the leases in any particular group to be due the same time. Mr. Lauer also emphasized that the pricing needed to change at this time.

Mick Lauer talked about the difference for group 1 being a matter with a 50 foot right of way.

Dave Cowen suggested not making any decisions at this time, just discussion. The board and Mick Lauer agreed. Mr. Lauer thought it would be best to have Cleve Matheson and Justin Wayment present at any meeting where decisions were going to be made.

Section 2: Don Horton had reservations about only having a 5 year lease term. The board talked said the lease didn't really have a set ending date, the 5 year term was for renegotiations and renewal. Originally a 30 year lease was discussed with renewal every 5 years, but it was rejected: if a hangar was sold, the new owner would only have "X" number of years on the lease. The board talked about the CPI being used for any price updates. A lengthy discussion ensued. Jim Shurtleff talked about protecting the lessee by not putting an end to the lease and protecting the city by looking at the pricing each 5 years based on the CPI.

Mick Lauer explained the FAA will not reimburse the City for anything within 50 feet of a privately owned hangar. The FAA had changed their language and it was time the leases updated the language in the leases. Discussion continued regarding Section 2,

including differences when talking about T-hangars and 10 feet in between hangars as access for fire equipment and vehicles.

Section 3: The board discussed that the City had never paid utilities on the hangars, Section 3 just allowed the City an option on utilities. It was asked if Section 3 needed to be in the lease. Mick Lauer, Dave Norwood and Jim Shurtleff said for legal reasons and for options for the City to expand, build, and/or recoup at the airport the section needed to stay in the lease agreement.

Section 4: Dave Norwood said the second paragraph saying no hazardous operation, etc. - should be changed to "...normal, non-commercial, aircraft related activity, such as construction of amateur aircraft, aircraft restoration and aircraft maintenance on the lessee's personal aircraft is allowed if proper fire protection equipment is provided, as recommended by the National Fire Protection Agency." Mr. Norwood said the NFPA now requires a 10 pound, powder type fire bottle if doing welding and cutting, etc. Dave Cowen stressed "no commercial"; working on your own plane in a hangar you own and insure is fine, but no one should be bringing in someone else's aircraft to work on at the airport.

Mick Lauer said it has been made very clear that Parowan City wanted to stay a GA (General Aviation) airport, not a commercial airport. Mr. Lauer said this section, if enforced the way it was written, would kill GA; because the section says that people can't build their own aircraft. The wording suggested by Dave Norwood would improve the GA feeling at the airport and would, in the long run, improve relations with hangar owners who are looking for a GA atmosphere. Hangar owners should be able to build home built and experimental aircraft for themselves, and the second paragraph should be rewritten to reflect that.

Mick Lauer also said he agreed with the first sentence, that the hangars were primarily for storage of aircraft. Mr. Lauer talked about inspections of hangars. The inspections are necessary for safety of the hangar and those on the left and right as well; if improper, flammable materials were being stored, it would put the whole airport in jeopardy.

Mick Lauer started a conversation about dictating what was allowed to be stored in the hangars, and should be contents be limited to aviation related materials only. The board discussed the matter at length. Some of the points were as follows:

1. Should the contents of the hangars be required to support aviation at the airport?
2. Should the City be able to dictate hangar contents when the hangar was privately owned?
3. Storage in hangars was an issue for every airport, not just the Parowan Airport.
4. Hangar space was always a limited commodity, should it be used on non-aviation items such as farm equipment or snowmobiles?
5. How restrictive did the City want to be with hangar owners?

6. Section 10 talked about being required to have an aircraft in a hangar at least 10 days out of the year. Should that be the case? Should that requirement be moved to Section 4?

The board discussed the issue of living in the hangars. Living in the hangars was not permitted. The occasional bunking down during a vacation had been allowed in the past, however, the airport was not FAA supported at the time that policy was made.

According to Armstrong Consultants, it is illegal to live in hangars on an FAA supported airport. The language may not be in the hangar lease at this time, but probably should be. A person living in a hangar could affect the runway rebuild. The board discussed the fact that the FAA allows pilot's lounges in the hangars, and the gray area of full time living versus staying a weekend while visiting at length. Jim Shurtleff stated that Parowan zoning also prevents living in hangars as well. Mick Lauer thought it would be a good idea to include any agreed upon language on this matter in the lease agreement moving forward.

Section 5: Mick Lauer said, moving forward, the hangar leases should include the language "hangar owners are responsible for 50 feet in front of the hangars" anywhere there was ambiguity about responsibility for the space around the hangars; this was a new rule with the FAA. It is important to add the language before the new hangars start going in.

The board discussed the part where it talks about the hangar owner being responsible for asphaltting 20 feet in front of the hangar. Dave Norwood asked Mick Lauer if he was going to put in the asphalt and utilities for the new hangars going in. Mr. Lauer said yes, he was putting in asphalt and utilities for the new hangars. Mr. Lauer is leasing 9 to 10 acres and plans to charge the hangar owners enough for the upkeep, snowplowing, etc. for the hangars. Mr. Lauer is doing an HOA type situation with the new hangars.

Section 6: No comments

Section 7: No comments

Section 8: Question about hangar owners turning in proof of hangar insurance to the City. Proof of insurance is required. Hangar owners turning the proof in has been sporadic, but needs to be enforced.

Section 9: No comments

Section 10: No comments

Section 11: No comments

Section 12: Short conversation about the fact that the City doesn't need to go before the hangar owners to do any kind of maintenance on the landing areas of the airport.

Section 13: No comments

PUBLIC COMMENTS: None

STAFF COMMENTS: Mick Lauer – new semester for SUU started. SUU has stopped flying on Saturdays and Sundays to help out their maintenance crew catch up.

Mick Lauer said the FAA stopped by and they found no problems and there were no problems to report.

Mick Lauer said the gliders were starting to show up – the flying would start on Wednesday.

Mick Lauer said the weed abatement was going well, got the major areas of concern with the brush hog. The airport would be mowed one last time before the festival started. Mr. Lauer had also been filling in prairie dog holes.

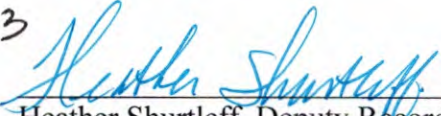
Mick Lauer said Mayor Halterman told him one person had talked with her about the noise at the airport. Mick Lauer asked that the person come and talk with him and no one showed up.

ADJOURN: Dave Cowen moved to adjourn the meeting, with Dave Norwood seconding the motion. All members voted in favor. Meeting adjourned at 5:14 PM.



Pat Wall, Chairman

3/6/2023



Heather Shurtleff, Deputy Recorder

9/12/2022

Date Minutes were approved