

**PAROWAN CITY AIRPORT BOARD MEETING
MONDAY- SEPTEMBER 12, 2022
PAROWAN CITY OFFICES – 35 EAST 100 NORTH – 4:00 PM**

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

MEMBERS ABSENT: Mollie Halterman (Mayor)

STAFF PRESENT: Heather Shurtleff (Deputy Recorder)

PUBLIC PRESENT: Mick Lauer (Parowan Airport FBO)

CALL TO ORDER: The meeting was called to order at 4:00 PM Pat Wall.

DOES ANYONE HAVE ANY CONFLICTS OR PERSONAL INTEREST IN ANY MATTER ON THE AGENDA WHICH NEEDS TO BE DECLARED? No one declared conflicts.

APPROVAL OF MINUTES: Don Horton moved to approve the minutes of June 6, 2022. Dave Norwood seconded the motion. Jim Shurtleff asked that at the beginning of the discussion Mr. Shurtleff's comments about front footage be changed to square footage. With the change all members present voted in favor of the motion. The motion carried. The minutes were approved.

Dave Cowen arrived at 4:08 PM.

DISCUSSION ABOUT A NEW CITY MANAGER: Dan Jessen was the new Parowan City Manager and said a few words. Mr. Jessen said in a lot of ways he is going to hit the ground running. Mr. Jessen would need help on the airport and is excited to learn about the airport management. Mr. Jessen was also excited to work with the board.

UPDATE ON A MEETING WITH UTDOT AVIATION DEPARTMENT: Mick Lauer said Utah Department of Transportation Division of Aeronautics was unable to travel for 2 or 3 years because of COVID-19. When the FAA said travel was okay, UTDOT said travel was okay as well. Mr. Lauer talked about the meeting held on August 22, 2022 with UTDOT members and Judd Hill with Armstrong Consultants. The reason for the meeting was to review form 5010 from the FAA, basically a master record for the airport. Form 5010 contains all information about the airport, i.e., dimensions, fueling, lighting, FBO information, etc. The meeting was also to update new contact information.

Mick Lauer was also brought up to speed on a program called Silent Falcon which the State of Utah is using to grade airports. Silent Falcon is a drone company out of the

Connecticut area. Silent Falcon came to the Parowan Airport on September 5 with 6 with drones; the airport was able to stay open, but Mr. Lauer sent a notum to SUU and the pilots. Mr. Lauer is interested to see what the report will say. Silent Falcon will come to help grade the airport once a year and the state would use this service to help determine which airports need funding. Silent Falcon has nothing to do with the FAA. Mr. Lauer talked about the asphalt problem between hangars 1 and 8 and the fact that the state has an asphalt rehab program, which will help with a grant to pay for the repairs needed 50 feet in front of the hangars. The City will rip up the asphalt at its own expense and the state will put down new asphalt in that area. There will be no cost to the hangar lessees. The airport will get a grade between 1 and 10 and then wait to see who gets money for projects. The state also has a beautification program which can help with things like signage, entrances and parking lots. There will most likely be a City contribution expected to go towards the upgrades. The state will also see how the airport got in this situation and what steps the airport will take to stay out of the situation in the future.

Mr. Lauer talked about the state fuel tax for the airport, and that 100% of that should come back to the airport if the paperwork is filled out correctly: also, all of the registration money from aircraft registered in the State of Utah to 1L9 (Parowan Airport) should come back to the Parowan Airport. Jim Shurtleff asked if the money would come back to the airport or into the Parowan City general fund. Mr. Lauer answered the funds should come back to the airport, including the FAA money. Mr. Lauer said filling out the required information is easy to miss; if the paperwork isn't filled out correctly the airport won't get that money. Pat Wall asked if the Mr. Lauer could go backwards and get the past money. Mr. Lauer said it would depend on how the forms were filled out in the past. Mr. Lauer now knows a lot more about what moneys are available, whereas, before Mr. Lauer didn't know what opportunities were out there.

Pat Wall went back to the asphalt between hangars 1 and 8. Mr. Wall said one of the big problems in that area was drainage, and asked if drainage would be addressed. Mick Lauer responded, saying drainage would be addressed, but the City might be called on to help out with manpower and equipment to put in a culvert or anything else that Armstrong Consultants requested.

Pat Wall asked about any changes to the hangar leases in conjunction with the asphalt. Mick Lauer suggested that only hangars 1 through 8 be affected, but no decisions were made at that time. The board discussed issues with the 50 ft of asphalt in front of hangars 1 through 8 at length. Mr. Lauer said the importance of safety for the fuel farm was a deciding factor in the decision for the state to help with the asphalt.

UPCOMING AIRPORT CONFERENCE: October 6th & 7th, 2022 will be a meeting in Cedar City for the Airport Operators Association; there are usually two meetings a year and it is open to the public. Mick Lauer said he is planning on attending. Armstrong Consultants, the FAA and the UTDOT, and city and county representatives

will be there. The agenda will include loans, grants, and available federal funds. The association promotes aviation in Utah, and they will help navigate the processes of funding.

UPDATE ON HANGAR EXPANSION: Mick Lauer talked about the expansion:

Project #1 – Addition of the hangars. Once Armstrong gets the new layout, they will say how many hangars will fit. Investors are ready to purchase buildings. The lease of the land will need to be written up. Mr. Lauer said the geotechnical study has already been done, and it looks good. The relocation of the radio control field is complete. The board discussed the project of relocating the dog pound. Jim Shurtleff said getting the property by the highway designated was in the works. The future hangars were 80% to 90% sold, according to Mr. Lauer.

Project #2 – Commercial hangar – 3 acres, by the Batista hangar. Mick Lauer had been talking to two big corporations and the discussion was getting serious. If the project goes through, Mr. Lauer said the hangar would be approximately 57,000 square feet.

UPDATE ON PROPERTY SWAP WITH ADAMS FAMILY TRUST: Mick Lauer talked about the FAA wanting the City to own all of the land surrounding the airport, and it had been in the works since before Mr. Lauer came to the airport. Mr. Lauer talked with the board regarding a map he handed out. (see attached) The first page, the red triangle (43 acres) is currently owned by Parowan City, due to Cleve Matheson working hard to get it from the state; everything in gold is owned by an individual. The first page is the current land situation, and the second page is the desired outcome of the land swap, with Parowan City owning all of the land surrounding the airport.

UPDATE ON PERIMETER ROAD: Mick Lauer said the third page of the handout shows the proposed airport road – the black line. (see attached) The board and Mr. Lauer discussed specifics of the road at length, including the need to get ahold of UDOT in order to move the airport entryway. The process will be slow moving, nothing immediate, but will hopefully end with two entrances and exits for the airport, one being to I-15. Mr. Lauer also talked about making the road wider and better. Mr. Lauer talked about, hopefully, keeping the millings to use as pot hole filler, and using property close to the airport to offload the millings in order to keep the bid down.

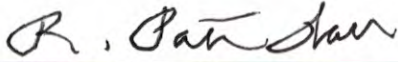
PUBLIC COMMENTS: Matt Jakus, 10C Hangar owner, said some of the hangar owners pitched in to pay for the crack sealing that just “magically happened”.

STAFF COMMENTS: Dave Norwood mentioned that as the days get shorter, the parking ramp in front of the main hangar is very dark, which could prove a liability issue for the City; more lighting is needed. Mick Lauer said when Aviation Nation came to the

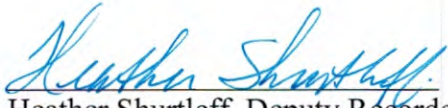
Parowan Airport, part of the contract included changing out all of the indoor and outdoor lighting to LEDs; because of money, and other things going on, the lighting was not the focus. Mr. Lauer will revisit the lighting matter with the City to see if money has been set aside. Cleve Matheson wanted the LED lights to be purchased from a specific place and was looking into the matter before he resigned. Mr. Matheson was also arranging to paint the light poles and use the old electric department boom truck for switching out the lights.

Mick Lauer also mentioned that DOT was talking about the helicopter pads for fuel; the state was very interested in advertising the Parowan Airport as a 5010 classification for a "hot" fuel friendly spot for all helicopter emergency aircraft.

ADJOURN: Jim Shurtleff moved to adjourn the meeting, with Don Horton seconding the motion. All members voted in favor. Meeting adjourned at 4:42 PM.



Pat Wall, Chairman



Heather Shurtleff, Deputy Recorder

2/6/2023

Date of Approval