

**PAROWAN CITY AIRPORT BOARD MEETING
MONDAY- AUGUST 7, 2023
PAROWAN CITY OFFICES – 35 EAST 100 NORTH – 4:00 PM**

MEMBERS PRESENT: Pat Wall (Chairman), Jim Shurtleff (Council Representative), Dave Norwood, Dave Cowen, Luke Carlson, Del Tanner, Jr.

MEMBERS ABSENT: Dave Cowen, Del Tanner, Jr.

STAFF PRESENT: Dan Jessen (City Manager), Callie Bassett (City Recorder)

STAFF ABSENT: Mollie Halterman (Mayor), Heather Shurtleff (Deputy Recorder)

PUBLIC PRESENT: Mick Lauer (Parowan Airport FBO), Matthew Jakus

CALL TO ORDER: The meeting was called to order at 4:13 PM by Pat Wall.

APPROVAL OF MINUTES: Jim Shurtleff moved to approve the minutes of June 5, 2023 as printed. Dave Norwood seconded the motion. All members present voted in favor of the motion. The motion carried. The minutes were approved.

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

RUNWAY CONSTRUCTION UPDATE: Dan Jessen reported that there was a question about when the FAA funds would be available; however, the funding came through for the project at the end of July and they are moving forward. A pre-construction meeting will be held this coming Wednesday (August 9, 2023). The tentative start date is on August 16, 2023. Mr. Jessen talked about someone with the FAA finding out that there were prairie dogs still at the airport, and now there is a wildlife management specialist with her finger on the cancel button. Mr. Jessen is working furiously to work through the process to see what can be done to move forward.

Dan Jessen received the contracts with Sunroc via email, they are ready to sign today, which will contract us with Sunroc. The only thing stopping us from construction is a notice to proceed. Mr. Jessen doesn't feel that the FAA understands how actively the U.S. Fish and Wildlife Service manages prairie dogs during construction projects in Utah. The FAA could cancel the project or deny funding, which amounts to the same as canceling.

Dan Jessen is trying to get the FWS (U.S, Fish and Wildlife Services) to reason with the FAA. We may have to put up some extra protection during construction for the prairie dogs, like extra fencing. The worst case scenario would be that this project gets pushed back until the spring. The bid window will have expired by then, and the bidding process would have to start all over again. Mr. Jensen hopes to work through this issue and move ahead with the runway rehab.

HANGAR LEASE UPDATING/DISCUSSING LEASE TEMPLATE: Dan Jessen had hoped to be further along with the lease update by now, and hoped that the City attorney could attend this meeting. Mr. Jessen talked about looking at current market rates and looking to restructure the hangar lease template. The hope is to have a formula to plug people into the updated lease as their lease(s) come due.

Dan Jessen talked about a gentleman who wants to build a new hangar. The gentleman must come to the Airport Board first and present the hangar plans to begin the process.

Mick Lauer said he has to create policies and procedures for the airport; Mr. Lauer is about 50% through the process. Mr. Lauer said this had been put on hold to focus on the runway construction issues. Once the runway is shut down, Mr. Lauer will have some time to put some information together for the leases. Mr. Lauer is reaching out to other airports to see what they are doing with their leases.

The board discussed specifics about one particular area at the airport, and what utilities were available there.

Mick Lauer told the board that they may want to consider recommending an ordinance to the City Council that will not allow helicopters to land in the city limits, excepting search and rescue.

STAFF COMMENTS: Dan Jessen asked if the board had any feedback about the hangars. The hangars had some ticky-tacky complaints. Interested in coming back next year – maybe twice next year. The Glider Festival is a permitted festival, and that is the only way that RV's can be allowed at the airport. Dan Jessen said he wondered if there was some way to promote this as a festival. Mick Lauer said there are a lot of ideas that could help ramp things up. The new pavement, new striping, new LED lights and a new 2,900 FT. grass strip (unimproved runway), it will bring a lot of people to the airport. Dan suggested getting their creative juices flowing and come up with some new ideas. SUU is always willing to jump in and help promote aviation.

Pat Wall said there haven't been any gravity ships in the last couple of years, just the self-launching, motorized planes.

Mick Lauer talked about looking forward to new snow removal equipment in 2026.

PUBLIC COMMENTS: Matt Jacobs suggested giving a welcome packet to the gliders to help remind them of professional procedures.

ADJOURN: Jim Shurtleff moved to adjourn the meeting. Luke Carlson seconded the motion. All members voted in favor. Meeting adjourned at 4:52 PM.

10/2/2023
Date of approval