

**PAROWAN CITY AIRPORT BOARD MEETING
MONDAY- DECEMBER 5, 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: None

STAFF PRESENT: Dan Jessen (City Manager), Heather Shurtleff (Deputy Recorder)

STAFF ABSENT: Mollie Halterman (Mayor)

PUBLIC PRESENT: Mick Lauer (Parowan Airport FBO)

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

APPROVAL OF MINUTES: Dave Cowen moved to approve the minutes of September 12, 2022. 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.

UPDATE ON THE PAROWAN CITY AIRPORT CIP (Judd Hill, Armstrong Consultants, leading discussion electronically): Dan Jessen called Judd Hill on his phone and put the phone up to a microphone. Mr. Jessen passed a handout to the board (see attached).

Judd Hill introduced himself and explained the updated CIP (Capital Improvement Plan) with Parowan City, the FAA (Federal Aviation Administration) and UDOT (Utah Department of Transportation). The update would cover airport projects through the next 10 years.

Judd Hill mentioned the Parowan Airport is entitled to funding from the FAA every year, to the tune of approximately \$150,000; this entitlement money (ENT on the handout) can be used or saved up for larger airport projects. Bipartisan Infrastructure Law (BIL on the handout) allowed funding of \$110,000 per year for five years. The ENT and the BIL require a local participation which is split between Parowan City and UDOT; Parowan City paying 5%, UDOT paying 5% and the FAA paying 90%.

Judd Hill said Armstrong is finishing up the design for the runway construction (80% – 90% complete). The technical blueprints are being looked at by the FAA and UDOT right now. There are two different schedules of the rehabilitation:

Schedule #1: The runway rehabilitation – milling up the asphalt and some of the dirt underneath, dealing with more difficult spots, and then repaving.

Schedule #2: The design – The design is looking at the runway lighting system. The amount of work that will be done will depend on funding, because bids have been all over the place due to the economy. The extent of finishing Schedule #2 will depend on the cost of completing Schedule #1. The primary goal is to rehabilitate the runway and make it last for decades going forward.

Judd Hill said Armstrong wants to put the project out to bid the first part of January, and would like bids in hand before the end of February, with a project timeline of 3 to 4 weeks.

Judd Hill said that federal money right now is four different “colors” of money:

- Entitlement (\$150,000 per year)
- BIL Funding (\$110,000 per year)
- State Apportionment – this is still federal money, approximately \$3 million per year given to the office of the State of Utah to allocate to airports in Utah for projects just like this. Mr. Hill said Parowan is getting approximately \$1 million.
- Discretionary funds – competing on a national level for the funds, with the focus on the maintenance of the primary runways nationally.

Judd Hill said the upcoming project will be roughly \$2.8 million, depending on how the bids come in. There is a little bit of wiggle room for adjusting the amount of the grant; however, there won't be an actual dollar amount, until bids are in hand. This is an expensive project, but there will be a good return on investment locally. Parowan will get roughly \$2.6 million from the federal government and \$134,000 in another grant from UDOT. While Parowan will need to invest in this project, it is approximately a 19 to 1 ratio on investment for the community.

Pat Wall asked what the timeline should be for construction once the bidding process is complete. Judd Hill said ideally it should be late spring or early summer. The runway will be shut down during construction, but the airport will stay open and helicopters will still be running. The estimated timeline for construction will be 90 days. Mr. Hill discussed specifics of the construction with the board.

A question was asked about the weight bearing capabilities of the rehabbed runway, Judd Hill said the runway will be the same thickness and should have the same weight bearing

strength – 12,500 lbs. Mr. Hill also said it isn't just the weight bearing strength of the runway, but how the weight is distributed; repetitive, daily wear and tear also had a lot to do with the life of a runway.

A conversation ensued regarding running power while the runway was under construction. Judd Hill said he is aware of that and it is within the scope of the project.

The topic of snow removal came up, and Judd Hill talked about utilizing BIL funding for FY 2023. Updating the master plan (which usually happens every 10 to 20 years) was scheduled to take place in FY 2024. In FY 2026 an Automatic Weather Observation System (AWOS) was on the schedule, as well as Snow Removal Equipment (SRE).

Judd Hill talked briefly about the wildlife fencing (approximately 8 feet above ground), which would be in addition to the prairie dog fencing (approximately 6 feet underground). The fencing is also a consideration when thinking about funding.

Parowan City was currently setting money aside for airport CIP projects in the future. Pavement preservation (crack sealing and repainting) for the apron and taxiways was on the schedule with UDOT for July 2023.

Pat Wall pointed out a timeline discrepancy on the spread sheet. Judd Hill said the master plan update was originally scheduled for 2026; however, after meeting with the FAA, the master plan update was moved to 2024. The update was moved forward, due in part, to bill funding being more than expected and the development at the airport.

Mick Lauer left the floor to Judd Hill earlier in the meeting, then added the following information after Mr. Hill had signed off: Mr. Lauer said if a project isn't on the CIP, the federal government won't recognize it; things can definitely move around for sure.

Mick Lauer said the 90 day construction timeline would most likely be closer to 120 days, due to the damage of the base layer. Mr. Lauer assured the board that the taxiway would remain open for helicopters and some aircraft.

Mick Lauer said the pavement in front of hangars 1 – 8 could not be funded by the FAA, but that the State of Utah would fund that project. Mr. Lauer was filling out paperwork, and in approximately 5 years the repairs would happen; the next three years funding was already spent. There should be some money left over each year that can go toward airport signage and some asphalt work on the road coming into the airport. Mr. Lauer said the taxiway being repaved will happen, but not for quite some time, probably around 2030.

Dave Norwood said that in the past the asphalt projects were put off until after the Glider Festival and until the weather cooled down so the asphalt would shrink. Mick Lauer said he would send out a reminder.

UPDATE ON ENVIRONMENTAL FIELD WORK BY SWCA

(SUBCONTRACTORS OF ARMSTRONG CONSULTANTS): Judd Hill said SWCA is made up of certified biologists. Armstrong was able to get funding, associated with designing the runway, to do a wildlife hazard site visit. Mr. Hill didn't know if the board knew this, but there are deer at the airport...and deer and airplanes don't mix. The FAA requires a certified biologist to determine if there is a deer problem. Hiring the biologists was worthwhile because that determination would allow potential funding for a wildlife perimeter fence. The wildlife perimeter fencing project is scheduled on the airport CIP for five years from now. The impact of the wildlife fence on the natural prairie dog's habitat will need to be gauged by Iron County, the DWR and the federal regulations for the National Environmental Protection Act (NEPA).

Judd Hill discussed the prairie dogs becoming unlisted on the endangered list, but cautioned the board not to think that would happen quickly; the process would most likely move at a governmental pace and take years. Mr. Hill said he is trying to check all of the boxes for federal, state and local requirements.

Mick Lauer left the floor to Judd Hill earlier in the meeting, then added the following information after Mr. Hill had signed off: Mick Lauer said the biologist had plenty of videos and photos of the prairie dogs for the FAA to decide about the habitat and funding. The biologist told Mr. Lauer that it was one of the worst airports she'd seen, as far as wildlife damage, and it should be no problem getting the wildlife fence.

RECENT INSTALLATION OF VIRTOWER SYSTEM: Dan Jessen asked Judd Hill if he had anything to add about the Virtower System. Mr. Hill said the Virtower System is such a great product that UDOT is funding the project for airports in Utah. The system is to keep track of operations and traffic at airports and seems to have long term benefit potential.

Judd Hill left the meeting at 4:40 PM and reminded the board to contact him if they have any questions at all. The board thanked Mr. Hill for his information and help.

Mick Lauer said the Virtower is an antenna on top of the FBO that sends data to the FBO office. The Virtower System should accurately track 95 – 98% of the flight traffic at the Parowan Airport. Every day of the year the airport needed to keep track of all the traffic in and out of the airport, who stayed and who flew in and right back out; the data was recorded by hand and the record keeping could be overwhelming at times. The FAA and the UDOT Aeronautics Division require the data to determine which airports need project money and which don't. The Virtower System uses ADS-B (Automatic Dependent Surveillance - Broadcast) to track the flights and the ADS-B will work on the ground.

ADS-B is on each aircraft, and while the majority turn their ADS-B on, they are not required to keep it on. Mr. Lauer continued with specifics of how the system worked. The system will collect the required data automatically. The SUU traffic at the airport will help obtain funding for projects.

Dave Cowen left at this point in the meeting at 4:48 PM.

Mick Lauer also mentioned that if an aircraft becomes a problem, it can be tracked, as long as the aircraft has the ADS-B turned on. If someone called into the City to complain about an aircraft, Mr. Lauer could check the data to see if the complaint was valid.

DISCUSSION ABOUT SNOW REMOVAL: Mick Lauer said in 2026, the Parowan Airport should be receiving approximately \$210,000 for snow removal equipment (SRE). The FAA is very strict on what can and cannot be purchased with the money. The snow removal equipment must be dedicated to and used at the airport only. The plan is to involve the Airport Board in any of the SRE purchases, and use the money very wisely and efficiently. There will need to be a place to store the SRE, and there are rental buildings behind the FBO that can be utilized for that purpose. The airport already has a truck with a snow removal blade on it and a dump truck. Mr. Lauer gave some specifics about what can and what cannot be purchased for SRE.

The snow removal letters hadn't gone out yet regarding the hangar owners paying \$150 per season for snow removal, because there was a question about the City continuing to collect the \$150 fee. The City had been removing the snow at the airport for years, and now Mick Lauer took care of the snow removal, but was using city equipment. The board discussed the issue. Mr. Lauer felt there was no reason not to collect the fee, because he was using the city equipment and city fuel for the snow removal on city property. Heather Shurtleff mentioned in the past some hangar owners had refused to pay the snow removal fee and luckily the others in the rows could still be plowed. The original idea was that everyone in a row of hangars would need to pay the fee or no one in the row could be plowed. Mr. Lauer asked for a report on who had been paying the fee and who had refused. Mrs. Shurtleff said she would get that information together. The Airport Board couldn't see any reason not to continue with the snow removal fee. There was no motion required. Mrs. Shurtleff would get the letters sent to the hangar owners. Dan Jessen asked Mr. Lauer if he felt he should be compensated for his time doing snow removal. Mr. Lauer said he felt very well taken care of, there was no need to compensate his time, as the snow removal fee payments went directly into the airport budget.

PUBLIC COMMENTS: None

STAFF COMMENTS: Mick Lauer talked briefly about the process to have three acres beside the airport declared prairie dog free. If a biologist doesn't see signs of prairie dog

colonies the work can proceed; if there are signs of a colony, a plan would need to be put in place. Dave Norwood mentioned that Parowan City had paid a very large sum of money to be able to take the prairie dogs within airport property boundaries.

Dan Jessen and Mick Lauer talked briefly about the pass through agreement with Armstrong Consultants for the land surrounding the airport, and the fact that the road leading into the airport is not, and should not, be claimed as airport property.

Don Horton gave compliments to those involved with getting funding for the Parowan Airport; kudos to Cleve Matheson, Judd Hill and Mick Lauer.

ADJOURN: Jim Shurtleff moved to adjourn the meeting. Don Horton seconded the motion. All members present voted in favor of the motion. The meeting adjourned at 5:03 PM.

P. J. Hill 3/4/2023
PAT WALL - CHAIRMAN

Heather Shurtleff
HEATHER SHURTLEFF - DEPUTY RECORDER

MINUTES APPROVED - MARCH 6, 2023