

Provo Airport Board Meeting

Tuesday, June 18, 2024

Provo Airport View Lounge

1331 S Sky Way, Provo UT 84601

Attending:

Board Member – Ann Calder

Board Member – Wendy Newman

Board Member – Bill Hulterstorn

Board Member (Vice Chair) – Greg Perry

Board Member (Chair) – Mario Markides

Proposed FBO Representative (Substitute) – Tony Parker

Municipal Council Liaison - Craig Christensen

Provo Airport Director – Brian Torgersen

Provo Airport – Donavon Cheff

Provo Airport – Brandon Garcia

Provo Airport – Adrienne Jensen

Provo Airport – Casey Neer

Provo Airport – Matt Jensen

Provo Airport – Ashley Suyak

Provo Airport – Trent Johnson

Duncan Aviation – Eric Sorensen

Duncan Aviation – Jesse Bates

TSA – Alex Gasu

Winner Aviation – McKay Boyle

Allegiant – Preston Nielsen

Jared Cobia – Pilot Makers

Jen Cobia – Pilot Makers

Rebekah Goodrich – Pilot Makers

Michelle Chapman – UVU

John James – UVU

Visitors:

Clay Liston

Conducting: Mario Markides

The meeting was called to order at 9:00 AM.

1. Welcome and Introductions:

Duncan Aviation introductions for Eric Sorenson and Jesse Bates.

2. Approve Minutes from March 17, 2024 Airport Board Meeting:

Motion to approve the minutes of March 17, 2024, moved by two members of the Airport Board.
Minutes approved unanimously by Board Members in attendance.

3. Provo Control Tower Update:

As of 2024, the total operations to date are 70,068. This is up from 59,800 from last year at this time
Air carrier operations in 2024 to date 2289. Air carrier operations in 2023 at this time was 2113.
Local pattern traffic stop and go 35,700 in 2024. Location pattern traffic stop and go in 2023 at this time
was 31,000. They are still short staffed at the tower but are working to increase the staff numbers.

4. Airport Director's Update – Brian

In September of 2023, we were shut down for a few weeks. In January 2024-February 2024 we are up
from last years numbers at that time.

Allegiant's delayed deliveries of Boeing aircraft is affecting the amount of operations. Nate Troyer with
allegiant said that we should be getting 24 per year but we are only getting 4 currently. We are flying the
same amount of planes with allegiant, but there is 10% less capacity fill due to bowing. Preston stated
that 89% of capacity is filled on average per plane with Allegiant.

Master Plan Projections of Enplanements graph. 414,000 got in a plane in 2023. We anticipate 480,000
enplanements in 2024 with American Airlines.

We love what Breeze and Allegiant are doing for the market that they serve. We look forward to new
opportunities.

Dallas Fort Worth is Critical and so is Denver as far as air service development. We are very excited for
American Airlines to start at PVU in October flying to Dallas and Phoenix. You can get to anywhere in the
world with American Airlines when you fly to Dallas and phoenix.

A regional sports park is being constructed. There are 2 tournaments scheduled in September.
Commercial development is being planned for that park and for that airport as well.

The dirt is sitting and settling until we get more funding. We are planning to expand Parking Planes or
ticketing/baggage screening areas. From a Funding and timing standpoint and because of funding
windows, we are trying to decide our best options.

The 16.5 million from MAG isn't available until 2027.

Do we take a loan to advance the construction, or do we phase it? We are working to make that decision currently. The baggage, screening and ticketing area has been outgrown and we are working to expand those areas. We are also working on designing the apron.

Question: Is there land that needs to be surcharged?

Answer: Everything that needs to be surcharged down to the moat is already done.

The state and county money are in use. A major portion of the project has been done. The tractor was buried 6 times. We receive money to do projects dedicated specifically to the apron.

One thing that we have to do is use the employee parking lot for staging. Therefore, we will install gate arms in the new employee parking lot. This construction will begin this Summer. We are sending staff to look at the baggage and screening processes at other airports in SNA and John Wayne Airports. Long beach has a 23-million-dollar baggage area.

Budget Areas- Terminal Facility Leases we are doing better than expected by 20,000. Landing fees we are doing much better with. They are the fees that the airlines pay us. We will continue to do better with Terminal Use Fees. We are doing well across the board as far as budget goes.

For this budget year we are at 1.4 million in excess revenue. There is an appropriation on its way since public safety wasn't set aside correctly. For 2025 the excess revenue has been included in the budget.

Parking - We had flowbird for parking previously. We now have SKIDATA for parking at PVU. Their system has been great. We also installed license plate readers.

We will add some license plate readers and gates to employee parking. Employees will pay once at the beginning of the month.

Question: Are we still talking about just doing the South Side and ticket area first?

Question: Are we going to improve the parking lot?

Answer: We will re-do some of the parking and use the current parking lot for staging.

Question: Rental cars, do we have a long term plan with them?

Answer: There is rental car money that can only be used for rental car improvements. We are working on a temporary facility for rental cars to wash and clean their vehicles. We are working with enterprise to have an off site agreement where they can pick you up from PVU if you want to be, but they won't be based out of PVU.

There are a lot of questions about the parking lot and gravel and there are paved spots that aren't being parked in. There are ADA spots that are more of a priority. We are trying to prioritize the most urgent needs for improvements at the airport.

There is an appropriation that the counsel will see with ½ going towards the badging office. Across the hall from the office will be where the badging office is. We will have fingerprinting, badge printing, applications, etc. at the airport. There is some office space being built for American Airlines as part of the badging office. The construction should be complete in October. We have purchased new badging software to create a more streamlined badging process. TSA requires that we have authorized signers.

This badging process currently is the biggest complaint. There are 2,000 badge holders at the airport renewing annually. Now that we have revenue meeting

Part of the class may be moving online to a computer with testing stations in the badging office. But we may still have badge class. You still must go through a background check after submitting your application. Once your background check is approved you can get your badge at PVU. This is a full-time office. There will still be a waiting period. The badging process will be about 1 week if not longer if you are born out of state.

You will still have to submit the IDs, but you will be able to submit them online. This will allow the background check process to be started sooner.

We want to have the badging office done by October and it will be out to bid within the next 2 weeks with a contractor beginning in July.

Our SRE (Snow Removal Equipment) building will be a garage with our operations staff located there as well. It will be at the end of 550 S. We are at a 30% design. We have selected Westland Construction as our contractor. We are not only building the utility infrastructure, but we will be able to realign taxiway Charlie, etc. to accommodate the hangars. The hangar development that was originally a money pit is becoming more built out with Federal funds.

On the southwest end we will have a snow desk. You will be able to see activity on the airfield and a weather application that will help us better estimate the weather.

We have some older Snow Removal Equipment. We have added over the last year and ½ some newer equipment. We have 2 new plow/broom combos that will be here in October. We may need to park them in the UVU hangar. We have 30 ft. wide brooms. We have come a long way with Snow Removal. There wasn't a single delay last year due to airfield conditions. There were some delays due to weather conditions but not airfield conditions.

We haven't been using de-ice chemicals in the past since it's extremely expensive. However, we will begin using it occasionally in the future as needed. We can't use salt on the airfield.

We mentioned the North Charlie Hangar Development which the SRE building is speeding up some of that. We have some expansion to build more hangar pads. There are some property holders that we haven't been able to get the property from yet. There are people that have paid to be on the waitlist that have already spoken for the hangars and will get them as soon as we are ready.

Green is first phase of construction and yellow is the second phase.

The North gate (main gate) will have 2 gates to help speed up operations. The gate has been repaired many times and has needed some upgrading.

We are going to re-pave the asphalt in some areas. There is a 4 ft. deep lake in one alleyway. We will re-pave 3 alleyways to provide cleaner access to those hangars.

The time delay between vehicles will be less. You won't be waiting for someone to go out so you can go in. The operator and sensors will work faster on the new gates.

The hangars won't go up until the Airport Improvements finish. Taxiway Charlie needs to be re-aligned which will be a 2-2.5million dollar project. The hangars along with SRE building should be able to start construction with the next 12 months. There will be other improvements that need to be done before the other section of hangars can begin construction.

The aircraft that we put on the taxilane will be affected. There is a 139 surface currently there. Part of this will be looked at with our timing during our master plan. Issues- lose transient space with vehicles skirting around. We need to delineate a traffic lane. There will be a vehicle service road to get through the ramp for vehicles to move around.

5. Master Plan Update

We got our final comments on our scope back from the FAA on our 6th version which will be a 1.5-million-dollar project. A normal master plan project costs this much. FAA decided that we do need a full update because of the growth at PVU in the last couple of years.

We have a sub consultant to ARDURRA that will focus on flight procedures and departures. WE will work also with Spanish Fork airport to get rid of some of the current issues.

Spanish Fork is working to get a contract tower. They will have to build a facility like ours within 5 years. If they do, it will fund the contract tower workers.

We are planning to work with the FAA to preserve the PVU airspace.

There have been a lot of people leaving Spanish Fork to come to PVU since Spanish Fork has become a Zoo. With our tower at PVU, it is much more organized. There is a lot of congestion in the airfield at PVU.

Our ARFF index and fire fighting capabilities in the airfield based on commercial traffic based on the length of the aircraft and frequency of departures. We are officially ARFF index B. We have seen the E-190 and the airbus which are both Index B Aircraft. You will see some 190 still for charter. Breeze has transferred to 220 mostly. We will see our first 737 in December. We are getting close to Index C. We are required to have additional ARFF vehicles.

We have the Striker 1500, OSHKOSH, Renting 2nd one. The FAA has funded a brand new Rosenbauer Panther which is a 500 day build which will take about 1 year and ½. We will then meet index C. We got 2 used vehicles for 10% of a brand new one and another for 5% of a brand new one from SLC Airport.

Historically Provo Fire Department has been covering ARFF for the airport. Recently, we have started cross-training Operations Staff to be ARFF Certified. The way that it works with Provo Fire is to have 3 captains on staff at PVU. We have been having our 4th Provo Fire staff in overtime. We are cutting down the cost. Starting in July we will have Monday-Thursday coverage by airport operations with Friday-

Sunday in Provo Fire Overtime. This will save us 200,000 dollars per year from overtime expenses. There are future requirements that FAA may have that will make operations staff needing to be EMT certified.

UFRA is developing an ARFF Program as well. There is a large need for ARFF personnel.

Updates requested on the Man-gate for the vehicle gate for the north ramp: We have been planning for a spindle man-gate that pilot makers has been involved with. The concrete will be placed within the next week and then the spindle gate will be installed. There have been a lot of vehicle at badge issues at that gate which will be resolved with this spindle man-gate.

Update requested on the quarantine cleanup discussion: Dave Fagoaga has been cleaned up mostly. There are some storage units. We are working with mountain west to get their stuff moved somewhere else. Markus has agreed to have a fenced area in the middle of nowhere to help clean up that area as well.

There is a master contract with a consultant but not a scope contract yet. What do we do with helicopters or vertiport's? Are the helicopters in the right place? These are questions that we have been asking.

Spanish fork has vertical takeoffs, but we don't deal with those as much.

Dike road health going around the access point is in good enough shape for us. The public should not be on that road. The FAA has threatened to shut it down. There are signs to have authorized vehicles only. The road itself was recently graded. Our wildlife and security checks are on it every day. The dike itself will have to be re-constructed. The outer dikes in the Marina are at water level.

Next meeting on September 18, 2024

We will stick to a more standard schedule with plenty of notice. Unless there is a holiday, we will stick to that date.

Motion to Adjourn the meeting, motion seconded. Meeting adjourned.

