



PAROWAN AIRPORT BOARD MEETING MINTUES
APRIL 7, 2025, 4:00 P.M.
COUNCIL CHAMBERS, 35 E 100 N, PAROWAN, UT, 84761

Board Members Present: David Norwood, Dave Cowen, Kike De La Paz, Luke Carlson

City Staff Present: Mollie Halterman, Mayor; Dan Jessen, City Manager; David Harris, Councilmember

Call to Order

David Norwood called the meeting to order.

Declaration of Conflicts or Personal Interest in Any Matter on the Agenda by Board Members
There were no declarations of conflicts or personal interest from board members.

Approval of Minutes from April 7, 2025

Dave Cowen made a motion to approve the minutes as written. Luke Carlson seconded. The motion carried unanimously.

Through the Fence Access Agreement (TTFAA) Update, Discussion and Recommendation

Dan Jessen provided an in-depth update on the negotiations for the Through the Fence Access Agreement (TTFAA) with property owners adjacent to the airport. He highlighted that a new proposal had been submitted by the property owners, depicting a possible road alignment intended to integrate with the city's plans to construct a loop road around the airport using grant funding. However, Dan clarified that the city did not intend to extend this development to encompass all roads within the proposed private development. The initial plan proposed by the property owners was suggested to potentially save the city expenses, yet he pointed out that it would instead increase the road length by approximately 500 feet, incurring an additional cost of around \$500,000. Despite their reluctance to finance this cost upfront, the property owners wanted to keep the door open for future development opportunities.

Subsequent discussions resulted in greater alignment on a shared vision for industrial development on the property, with potential integration into an inland port project. This could bring about property tax incentives and job creation benefits, which excited the property owners despite their continued interest in pursuing a hangar project on their land. This interest was driven partly by the flexibility such projects could offer for pilot lounges and small business operations—a flexibility seen as more restrictive within the airport itself.

A pivotal realization from the discussions was that the forthcoming road installation could coexist with the property owners' future development project. Dan elaborated that this new road might eventually transform into an interior airport service road if their development advanced. This would align with future efforts to build a new road, enhancing the area with utilities essential for potential development. Yet, the city was firm that the property owners must fund any extension necessary for their development.

The board raised considerations regarding a potential taxiway, emphasizing the importance of ensuring its placement aligns with airport development plans. Language requiring compliance with any future FAA security mandates was also suggested to be incorporated into the agreement. Concerns about security, especially with the rise in general aviation focus by the Department of Homeland Security, were highlighted, necessitating robust security obligations on the property owners if the TTFAA moved forward.

David Norwood proposed to include an end date or deadline within any agreement, preventing indefinite obligations on the airport's property and ensuring progress within a reasonable timeframe. Dan proposed a potential 10-year term, aligning both parties' objectives and keeping development aligned with city goals. The board concluded that it was crucial to examine the Memorandum of Understanding (MOU) submitted by the property owners. The aim is to balance addressing the city's concerns while preserving future airport development's efficacy and potential.

Member and Staff Comments

David Norwood announced his resignation as chair of the airport board, expressing his willingness to remain a board member if desired. During the discussion, Dan Jessen provided updates on the airport manager and Fixed-Base Operator (FBO) situation. He acknowledged that Mick Lauer, the current FBO operator, was confirmed to still be in business despite having placed his house on the market and securing a job in Texas. Mick clarified that his job was remote, allowing him to continue operations from Utah, stating someone would be available daily to provide FBO services, whether it be his father, wife, or another employee.

Despite Mick's assurance, Dan noted uncertainties about staffing and operations at the airport. To ensure stability, the city intends to open the FBO contract to competitive bidding upon its renewal. He highlighted the urgency in identifying a reliable and stable partner for the city's FBO operations to gain additional revenue and improve service offerings.

Apart from staffing concerns, Dan also touched on plans to evaluate the existing fuel system and contract to boost fuel sales and revenue, expressing the need to put money into the fuel system. In pursuit of this goal, Jessen proposed exploring potential partnerships with Southern Utah University, aiming to capitalize on more income from their flight operations utilizing the Parowan airport. He outlined that citizens have raised concerns over flight traffic from SUU, which currently contributes to operations data but has minimal economic impact.

The conversation then shifted to the maintenance of the airport grounds. The board briefly discussed the issue of a portion of the airport's asphalt, which is reportedly being abandoned. David Norwood showed concern about this decision, emphasizing that the section in question was once a serviceable area during the summer months, frequently used by gliders. Dan Jessen agreed to investigate this further and ensure it becomes a topic of discussion in future airport planning meetings, acknowledging a decision by previous city management to abandon the maintenance of that asphalt stretch.

Public Comments

Matt Jakus, owner of hangars 8 and 10, shared several comments and concerns. He expressed his support for setting a time limit on the through-the-fence development agreement. He raised important questions regarding the security responsibilities associated with through-the-fence operations, particularly in light of the increasing focus on general aviation airport security by the Department of Homeland Security.

Additionally, Matt highlighted an issue with the fuel system's credit card reader, noting that it consistently overcharges by half a gallon. Jakus explained that the pump dispenses the correct amount, but the credit card reader seems to upcharge an additional half gallon. He mentioned that even though he manually resets the meter, the final bill often shows more fuel than what was actually dispensed.

Matt also expressed a desire for a more robust Fixed-Base Operator (FBO) that could offer services like propeller balancing – services that were available in the past under the previous FBO operator. He described the current state of the airport with cobwebs and unused city trucks, expressing concern over the lack of maintenance and presence at the FBO.

Dan Jessen responded to Jakus' comments by confirming that the security requirements would be thoroughly addressed in the agreement language. He emphasized that the financial responsibility for adhering to any security compliance would fall on the private developer. Additionally, Dan invited suggestions from Matt or anyone else for potential FBO partners, signaling the city's eagerness to find a stable and reliable partner for future FBO operations.

Adjourn

David Norwood asked for a motion to adjourn the meeting. Luke Carlson moved to adjourn the meeting, seconded by David Harris. The motion carried unanimously and the meeting adjourned.



Callie Bassett, CMC
City Recorder

Date Approved: May 12, 2025