

PROVO MUNICIPAL AIRPORT

Airport Board Meeting Minutes

12:30 PM, Tuesday, March 12, 2019

Utah Fire and Rescue Academy, Classroom PS143

3131 Mike Jense Parkway – Provo

THE FOLLOWING ATTENDED:

Board Member Lon Woodard
Board Member Mark Hathaway
Board Member Bill Prochazka
Board Member Mario Markides
Board Member Carol Walker
Board Member Kris Whitehead
Provo City Steve Gleason
Provo City Trent Johnson
Provo City Donavon Cheff
Provo City Inga Flint-Jones
Provo City Dave Decker
Provo City Brian Torgersen
Provo City Council Gary Winterton
Provo Air Control Traffic Control Tower Gary Lemmons
Visitor Aviation Mel Leseberg
Visitor AECOM Jeff Carlson
Visitor ALC Aviation Student Kari Evans
Visitor ALC Aviation Student Martha Evans
Visitor ALC Aviation Student Kassie Crookston
Visitor Duncan Aviation Chad Doebling
Visitor Global Pilots Instructor Ed Helmeke
Visitor Franklin Neighborhood Chair Teri McCabe
Visitor Lake Wood Neighborhood Chair Becky Bogdin

Excused: Board Member Keith Rittel

Conducting: Board Member Mark Hathaway

Welcome and Approval of Minutes

Mark Hathaway called the meeting to order at 12:30 and asked if the Board had read the minutes of the August 14, 2018, Airport Board Meeting and asked for comments, changes or questions. With none, Carol Walker motioned and Lon Woodard seconded that they be approved as written. Voting was unanimous.

Time was turned over to Mr. Gleason to address the agenda items.

Corporate Taxilane

Mr. Gleason gave an update on construction that is going on at the airport. He reminded everyone that all of the construction was voted on a year ago, so there is not much new to vote on today. He will, however, ask for a vote of support for seeking funding for the terminal later in the meeting.

TAC Air and WW Clyde stepped up and paid the upfront costs for the new corporate taxilane. The condition of them providing the money was that each tenant would pay a frontage buy-in, and we would pay this money back to TacAir and WW Clyde. Mr. Gleason was happy to announce that all spots have been sold and the money is starting to come in.

We have received a check from one tenant, with two more checks expected next week. One new tenant will be taking a big chunk of the taxilane that will pay \$600,000 for their buy-in, then another one for \$400,000. Once they have paid the frontage buy-in for the taxilane, they will pay yearly lease for the land.

From now on we will do a buy-in for new taxilanes. This has worked out really well. Mr. Gleason recognized Brian Torgersen for designing the taxilane.

Duncan Aviation

Pictures were passed around showing aerial views of the project. It is an impressive sight to see the large hangars. Fencing is being moved and the FAA has approved temporary alignments that will be moving as construction continues.

According to Mr. Prochazka construction is moving right along and is on track and averaging a little bit ahead. Flow with air traffic seems to be going fine. The ILS was extended to take in the new ramp space. Sunroc/Wadsworth won a national paving award for the concrete on this job. This has been a big deal. With FAA restrictions on pouring the concrete, timing was critical. (Before the meeting started Mr. Prochazka mentioned they would like to host an Airport Board Meeting at their building around this time next year.)

Winter Operations Review

If there is snow tomorrow, Mr. Gleason and Mr. Johnson will hold off going to UAOA to make sure all is well at the airport. The broom has been working well. Airport staff start plowing and brooming at 4-5 a.m. to get ready for commercial flights. There are some nights when Mr. Gleason spends the night at the airport to monitor snow conditions. Friction tests are done every 20 minutes and NOTAMS are updated during storms. If the NOTAMS are not changed, it means conditions are the same as the last test 20 minutes ago. There is more area to plow now, and Duncan Aviation has been helping with the expanded ramp. Runway 13 and Alpha are priority, then other movement areas are done after that. UVU plows their area into windrows and that speeds up what Provo City then does with the snow. TAC Air also does their area as well. Mr. Gleason said it is really efficient for the business to push it into windrows so Provo can take of it from there. According to the RCAM Runway Index, conditions are reported as 6- dry and good, 5- a little bit of snow, etc. If it gets down to a 3, pilots do not want to land, and a 2 pretty much closes the runway.

Terminal Development

Mr. Gleason reported that we are in the design phase of the new terminal building. We have outgrown our current terminal. We also don't have parking for everyone. With the new taxilane development, 175 parking spaces will be taken out. In order for one of the tenants on the new corporate taxilane to get their preferred spot (where the parking lot used to be), they have agreed to pay for a new parking lot.

A parking lot will be added to the North side of the airport entry road with a new sidewalk to the current terminal. New parking lots will add 200 new spaces to replace the 175 that have been taken out. We are currently letting people park anywhere they can find a spot that is not designated as employee parking. Parking is critical to the airport because it is a huge revenue generator, and all revenues brought in through parking stay in the airport's budget. It is a good problem that our parking spaces are full.

Mr. Whitehead would like a buffer area between the new parking area on the north and the fuel tanks for security purposes. Mr. Torgensen is designing the parking lot and has stayed 50' away from the tanks and it can be double fenced if necessary. Because this parking lot will be temporary, it will be paved with mill tailings.

The environmental design has been started for the terminal. Funding for apron construction has been applied for. If we get this funding, it will be after the federal budget has been passed in October. With this FAA funding, we will start construction for the ramp portion of the terminal area. It will be about the same size as the ramp for Duncan Aviation's area.

Mr. Decker said we are looking at every possible pocket of money we can find. It is very expensive - \$8 million for the ramp (FAA). The parking lot, infrastructure (utilities), and terminal all still need to be funded. An article appeared in the Deseret News that the Provo terminal is on the list for \$9 million through the State. The FAA, State, and Utah County all realize it is absolutely needed. The freeways are crowded, and Salt Lake International Airport is crowded and under construction for their new terminal.

Mr. Gleason reminded us again that we are not talking about Provo Airport ever being as big as Salt Lake International. SLC is a hub for a major airline. We won't be a hub for anyone. We will have possibly 10 gates at the most. We are planning for four gates to start out so we can have more than one airline here at the same time, and continue to be Salt Lake's backup. Utah County seems supportive of funding \$4.5 million. The State Senate has passed the bill and the House is likely voting this morning. We just found out that Utah County Commissioners actually signed theirs this morning. We will go as fast as we can as soon as we have the funding so we don't lose momentum.

If another airline comes in before the terminal is completed, we will need to do a temporary expansion of the current terminal. There is a very likely possibility this will happen. We won't use this funding for the expansion of the current terminal building, so it will be done as economically as possible.

We have asked architects to remember that we need a lot of space and places where families can gather in the terminal. We expect the MTC to use it as well, so we need secure space where families can gather for their missionaries. We do not plan to put a lot of frills in the building. It will look good, but we want to spend the money on the comforts inside the building and the experience of passengers rather than spending it on outside beautification, etc. If we start making a lot of money later, we can dress it up then. We need to budget \$14.5 million just for the building, \$3 million for the parking lot that connects to Lakeview Parkway, and \$1.5 million for utility infrastructure. Passengers currently pre-pay for parking. All revenues collected from parking, by law, have to stay at the airport.

Mr. Gleason asked for a motion to support requests for funding and a motion to support the plan to design and build the new terminal. Bill Prochazka so moved and Mario Markides seconded. Voting was unanimous. The support of the Airport Board will be passed on to every funding source.

Mr. Winterton asked how much Provo City will be responsible for. We will be responsible for \$19 million of the new terminal which includes sewer, water, and parking. Most of it is for utilities, access roads, and parking lots. Land that the city has already purchased is included in that price. Land turns out to be a net zero, so we can count it as a part of our contribution.

With the public parking lots, if we use FAA funding to build them, we would not be able to charge for parking and that is a really good funding source for the airports. We will build it at the city's cost and charge for parking. We will move the parking lot and have more spaces with a clear pathway to the terminal.

Provo River Delta Restoration

Contrary to our wishes and input, they are still doing it and we can't stop them. They are at least a year out before they start construction and are currently in property negotiations. They will probably have to condemn to get the land they need. We will need to remind property owners this project has nothing to do with the airport. We will do our best to mitigate the bird issue that will undoubtedly come with the project. It will be as far away from the runway as we can get it. They have actually downsized it from the original plan.

ARFF (Aircraft Rescue and Fire) Training

The UVU Fire Academy is working on bringing live training in a burning plane to the airport. As part of FAA Part 139 regulations, all fire fighters at the airport are required to go through this training and be certified. Right now they go to Denver and Dallas for it and it is very expensive. Salt Lake closed down their ARFF training. UVU is trying to figure out a place on the airport where we could put a fake airplane and do live burn training for firefighters state-wide.

Once they've got this up and running, it will open up to everyone in the western states region. Anyone out of state would need to pay, but for in-state firefighters, it will be free. UVU's budget and out-of-state entities will cover the cost of the program. We are excited about it and it will save our Fire Department \$50,000/year to be able to train here. Every firefighter who works at the airport has to do the live burn within 12 months. UVU will also obtain a mobile training unit to use here as well as take to other places in the state, but the fixed one would be stationed here. This will help UVU expand their program and get people into the school. For certifications, two certifications can be done on mobile units, but the third has to be done on a fixed unit, and that would be here.

Manager's Report

Master Plan – Mr. Gleason displayed the slide show that was presented to the City Council. Project overview shows the airfield hotspot on Alpha 4, the area set aside for new terminal, and new hangar development for the north end for general aviation. Runway 13/31, the primary new hangar development for the north end for general aviation. Runway 13/31, the primary runway, has already been rebuilt, and 18/36, crosswind runway, needs temporary maintenance.

Forecasts have been done. The solutions phase is where we are right now, and the FAA review is coming up quickly. Public hearings will be done before the FAA hearings. Mr. Gleason will reach out to the neighborhood chairs and the public hearing will be held in the Provo City Council chambers on Wednesday, April 17th, from 6-8 p.m. Notification will be sent to Airport Board members and it will be advertised in the newspaper.

Mr. Gleason will have big poster boards of the parking lot, terminal, runways, etc., and experts will be there to answer questions. Suggestions will be taken at this meeting.

We currently have a right-hand pattern to keep traffic over the lake. We did this because we listened to the neighbors' suggestions and wanted to be a good neighbor in return. Becky Bogdin, neighborhood chair, would like a physical tour of the airport. Because of security and scheduling issues, tours are

typically done through UVU, but Mr. Gleason would be willing to do one for the neighborhood chairs only – no public tours.

Forecast operations – Each landing and each take-off is counted as an operation for any aircraft. Commercial service flights and Duncan Aviation don't generate a lot of operations. Provo's count won't go up much more than it is because additional flight schools aren't allowed at the airport anymore.

Based aircraft – We are getting more jets, but it is a slim part of the market.

Passenger enplanements – Allegiant continues to add destination and frequency of flights to Provo. Our market is better than other airports in Utah. Allegiant has not expanded destination or frequency in Ogden. The two largest universities in the state are in Utah Valley and that generates traffic. If we don't build the terminal, we will flatline. It will ramp up quickly when we build the new terminal.

Facility requirements – 95% wind coverage is on runway 13/31, so other runway use is very limited.

Airfield capacity – Small aircraft and jets have substantial speed differential. Tower has to be careful letting pilots in for landings and takeoffs because jets can easily and quickly overtake a smaller plane, and Alpha 4 hotspot is confusing for transient pilots.

Terminal area on the south that has been reserved for years for the permanent terminal site – We have turned down new building requests on the south end so we could save it for the terminal. GA hangars and corporate hangar numbers are doing well. We also need more tie-down space.

Runway fixes – Leave 18/36 as is for the next few years. If we keep it, the FAA won't fund it. It doesn't add capacity. In order to get them to fund repairs, we have added a parallel runway alternative for 13/31 in the master plan. It will eliminate 18/36. With this change in the master plan, the FAA will fund repairs to last for 10 years until we can get the parallel runway built. 6/24 was eliminated years ago when Mr. Gleason was fairly new in the Airport Manager's position. Because 18/36 is a crosswind runway, it is good for training and is good for a backup, but G650 or category C aircraft aren't allowed to use it; they are too large. The pavement on 18/36 is getting really bad, and it would take \$7 million to fix it. A parallel runway can be used for training/flight school traffic and 13/31 is for larger commercial traffic. This would resolve the mixed airplane size/engine type problem we currently have. The parallel runway is shorter and narrower and needs 800' of separation from 13/31. It would be 4326' in length. It will take into account traffic pattern. VOR will be removed. It will take 10 years for the parallel runway to be designed, funded and built.

Terminal configuration – Of the three options, Concept C is the best. We will build the center portion first and be able to expand in both directions as needed. We will get four gates to start with. There will be room for four lines for TSA, a rental car area, and baggage pick-up carousel in addition to the secured portion of the terminal. The area outside of the terminal will incorporate good traffic flow for vehicles, mass transit, and bikes. We do have a bike area now, but it is rarely used. If we outgrow the terminal area, we would have the alternative of moving the terminal, but that would be decades out. Jet bridges will be planned, one or two to start with, then everyone else would board on the ground as needed, but we will eventually have bridges for all gates.

The airport Protection Zone will remain as is. If property owners adjacent to the airport would like to sell their land, we would like to buy it. We won't go after it unless they want to sell to us, but we are always interested.

Hotels fit into a commercial zone around airports. Housing is only restricted in the Airport Protection Zone. Farms are very airport compatible. A sod farm and compost area what John Hinckley is planning for

now. We are not thrilled with the compost idea. It doesn't present a very appealing first impression when people fly into Provo and have to pass that on the way to the airport.

Ever since Provo City bought the Knudsen property on the north end in 2007, we have not had to have a monetary match on FAA-funded projects because we have been able to use the property as the City's matching share. We are always interested in buying property adjacent to the airport but are limited on what we can spend – amount determined by the appraisal. When we spend money on land, we get it back. If property owners want to sell, we want to buy and will make an offer.

The timeframe on the terminal is closer now and the funding is going to start coming in. The work on the ramp will be started in 2020. The environmental process has been started but needs to be done before we can start construction on the terminal. Surcharging the apron will be started this fall.

Other Hangar Construction

On Taxilane 19's vacant area near Ashby's hangar, the old buildings will be removed for two hangars to be built. Proposals for additional general aviation hangars north of the current t-hangars have also been presented to Mr. Gleason. The infrastructure problem needs to be solved first before they can even be considered. Sewer depth is a problem. When we get it solved, there are people in line to build seven hangars. Between the new corporate row and the general aviation row, there should be eight hangars under construction by summer, nine counting Duncan's project. Fencing and security will be a challenge, as well as west-side construction. We are directing traffic down Lakeview Parkway as much as possible. Construction traffic will use Center Street. It is unavoidable.

Mr. Markides expressed interest in the progression on Lakeview Parkway. Mr. Torgensen reported that the contractor has opted to bore under 3110 West for the sewer line. That should keep them from closing the road. There will be a flagger available to keep at least one lane open all the time. The sewer project is moving along even though it is slow. The storm drain line is going in, and the water line will be started in the summer. The roadway is taking shape and paving will be going down. Disrupted irrigation lines should be ready for the season to start by April 1, 2019. This section of the road should be finished this fall. Cleanup might continue through winter, but the road should be open in October. Eventually a traffic signal will be put in, but not right away. The contractor will have to cross Center Street for the sewer and that will create a challenge for Duncan and the State Park. A detour on a county road to the north will happen while Center Street is closed. The 3110 sewer project will turn to the north/south direction in June and go to Lakeview Parkway. They will put a master lift station on the south side of Lakeview Parkway.

The Provo city Water Department is spending \$11 million on the sewer project. They can bore short distances for the sewer, but with the grade flat as it is, no errors can be made on the bore, so it makes it difficult. They are pumping 3,000 gallons a minute out of the wells 24 hours/day.

Adjournment

With no further business to take care of, Bill Prochazka motioned and Carol Walker seconded to adjourn at 1:40 p.m. Voting was unanimous.

Next Board Meeting: June 11, 2019