

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
MINUTES**

**March 20, 2023 @ 5:00 p.m.
County Commission Chambers, 125 E. Center Street
Moab, UT 84532**

A. Call to Order

1. The meeting was called to order at 5:06 p.m.
Members present: Jody Patterson, Norm Knapp, Bill Winfield (County Rep.), Jenny Gleason (Travel Council Rep.), Bill Hawley, Laurel Catto; Shalee Bryant attended via Zoom.
Members not present: Jason Taylor (Moab City Rep.).
Others present: Airport Director Tammy Howland, Assistant Tara Collins, Randy Martin of Redtail Air.

B. General Business

1. Approve minutes of January 31, 2023 (Special meeting)
Motion by Jenny to approve the minutes, seconded by Bill H., approved 5-0.
(Shalee arrived right after.)
2. Safety Report / Director's Report
Tammy went over two reports, for January and February. They fixed the light on the beacon. There was a snow event on Jan. 18, that went pretty smooth. There was an intoxicated passenger in January, they were escorted off the premises by a sheriff's deputy. They had some problems with the water pumps, due to freezing. That involved hooking up the generator. We sent 3 new ARFF people to train in San Bernardino, so they are certified, although they have ongoing in-house training.

In February, many things broke. They continued fixing the water system. There was another snow event on Feb. 15, it was a long one. A couple cables on the FBO hangar broke, so Upgrades by Arch came out to fix that. There was a propane leak due to AmeriGas not closing the fill valve. Tammy noticed the smell. As for the ARFF1 repairs, this truck is not due for replacement until 2025. But Tammy is tracking all the issues they are having with it. In the last 8 months they've spent \$6,000 on it. SkyWest had a minimal bird strike on approach. It was about 10 miles from the airport. Their mechanic checked it, and they were able to fly the plane that same evening. It's mandatory to report these. Lot 108 started construction for their hangar. They've been great to work with. Tammy went to the UAOA conference in St. George, and learned that people want to invest in airports. EPA came to UAOA and did a presentation on spill containment. For the fall conference, UAOA approached Tammy about holding it in Moab. Tammy covered the flight schedules.
3. Airport Monthly Data Report - February 2023

Tammy went over the revenue for February, including fuel sales (higher than 2022), enplanements (also higher than 2022), landing fees. Vending sales are down due to credit card reader problems.

C. Citizens to be Heard - None

D. Discussion Items:

1. Project Reports

- a. SRE Building – Tammy said they’re working on compaction, then rebar, then concrete. They’re waiting for things to dry out.
- b. Terminal Modification – Work is in progress. Ben Byrd is the contractor. It should be done by the end of March.
- c. ALP Update – They’re scheduling the development drawing. Armstrong has sent some preliminary drawings to the TAC.
- d. 2023 Fencing project – Jody’s company did the cultural resource survey. Tammy said nothing was found, so they can submit that to the FAA.
- e. ARFF truck repairs – ongoing.

2. Tammy discussed Redtail’s preliminary plan to replace the current wash bay and Hangar A with a super-large hangar, capable of storing transient jets overnight, and building a new wash bay for both rental car companies on a landside location. The Airport would gain revenue from the larger lease, from fuel sales to those who use the larger hangar, and from increased car rentals, which is the largest revenue generator at the Airport. Redtail will remove the old Hangar A, and it will probably be moved elsewhere on the Airport. This proposal has generated a lot of excitement. Redtail and Enterprise may move all of their operations out to the Airport. Randy clarified the motivations of Redtail, and also the financial obligations of this project, and what they would charge the car rental companies. Prompted by a question from Laurel, Tammy said they had not yet worked out if the Airport would get a percentage of the overnight hangar stay fees, but that would need to be included in the new lease for Hangar A. Laurel said it was an incredibly creative solution.

3. Tammy spoke of the U.S.D.O.T. rejection of SkyWest’s proposal, and opening of a new bid period (deadline March 21). It will be an item on the next meeting. She said their previous bid had a proposal for a service that they are not licensed to provide. Tammy surmised they would have to propose to be a 121 service for now.

4. Rent Study is done. Bill H. directed us to the last table in the report, in the summary. He pointed out that the graph showed huge ranges in rent amounts. Jody said their opinion seemed to be higher than the mean averages, by about 7 cents. Bill H. said it looked like our rents were close, but a little low. Also he had an issue with their map of improved vs. unimproved land, because some portions are not accessible. He thinks we should ask for a refinement, and better definition, of those zones.

5. Possible different location for new Airport Garage Company garages to be built. (along the fence by Moab Heli X).

Bill H. recommended that since the ALP is imminent, that we put off deciding on a garage location until we can mesh it with the ALP (Norm agreed). Bill H. said we could get Bill Prather involved in the ALP process. Tammy said she could send Prather an invite to the next ALP meeting. Bill H. pointed out that at this new location, it would be the first thing people would see at the airport.

6. Contracting with Vector to collect landing fees for the true number of aircraft landing at the airport. Also, discussing whether we should change our landing fee amounts. Tammy said our VirTower system is partnering with Vector, to provide this service. Vector will provide us with some numbers of landings at CNY. We could capture the after-hours and transient plane landings, and it would take the burden off of Redtail to collect those fees (they don't take a cut). Vector has many registered planes already in its system, and they have their billing system down. They would take a percentage as their commission. She said we may want to switch to rates per thousand pound increments, like we do for commercial.

Laurel pointed out that there are long time lags before Vector sends the bills, sometimes 6 to 8 months after they land somewhere; Randy agreed. Laurel said time is money, and suggested we could structure their commission according to the lag time. Tammy appreciated this information. Laurel said Flight Aware is another option. She also said that Vector gets 2 revenue streams, because they sell our data for marketing. Tammy showed an example of the landing data we can collect.

E. Action Items: Discussion and Consideration (some for Recommendation to County Commission with approvals subject to limitation)

1. Two Redtail Agreements: The FSO Operating Agreement and the Fuel Agreement have had substantive revisions since the Board approved them on December 5, 2022). (the Office Space Agreement and the Retail Space Agreement did not have revisions since the Board approved them on December 5, 2022).

Randy spoke about Redtail's latest concerns, and the current revisions address those. Laurel was curious if Redtail was allowed to charge facility fees for use of the new FBO building (yet to be built). Randy said they charge a ramp fee, but hadn't talked about a facility fee. Laurel said some airports' FBO facility fees are astronomical. Aspen costs \$375 to enter the FBO building, which they waive with a fuel purchase. Randy said they are anticipating higher fuel sales, and counting on more military landings with the new FBO building. Tammy said the only fees outlined in the Operating Agreement are fees that Redtail pays to Grand County; we have no say in what they charge customers. Laurel said if there's an additional revenue stream due to our lease, then similar to a shopping center owner, we may want to spell out in the FBO lease that Grand County gets a percentage of that.

Bill H. asked why the former version of the Operating Agreement said both the County and Operator could terminate, and now the current version says only the Operator can unilaterally terminate. Tammy said there are other means in the

agreement that would allow the County to terminate. Norm said, from a business owner's perspective, the lease is in exchange for lessee's investment, and an operator wouldn't want to enter an agreement that could be terminated for no reason. Bill H. pointed out that the Lease has a clause that in case of assignment or transfer, the County would have to pre-approve that, but a similar paragraph is not in the FSO Operating Agreement. There was discussion about a hypothetical new FBO coming in. Laurel suggested that we add to the Operating Agreement a clause regarding assignment and transfer requiring County approval, similar to the clause in the Lease.

Motion by Bill H. to accept the FSO Operating Agreement and the Fuel Agreement, with the proviso that in the FSO Agreement, we add the assignment clause that's included in the Lease Agreement, seconded by Shalee. Randy asked to make a quick call to John Ramsey for his ok. Upon Randy's return, the motion passed 5-0, with Jenny abstaining.

2. Approving Ground Lease for new FBO building. (Still under legal review.) Bill H. asked if there was a time limit to complete construction. Tammy said a year.
3. Approving Car-Sharing contract with Turo. (Still under legal review.)
4. Discuss/ Approve the dedication of CNY operations building in the name of Bill Groff. Tammy discussed Groff's contributions, dedication, and labor donated to the Airport & Board. **Motion** by Jenny, seconded by Norm, approved 6-0.

F. Reports:

1. County Commission - Bill W. had nothing.
2. City of Moab - Jason not present.
3. Travel Council - Jenny said there was a presentation regarding the timed entry program at Arches N.P. No-shows are 30-32%. Redtail started a new package for Monument Valley, with Goldings resort. She described the Mitten Shadow event that happens down there twice a year. They launched a new website for the Redtail flight school. Tammy said State Aeronautics has a grant for flight schools in remote areas.
4. Solar Committee - Bill H. said they got the grant application in, and they should know in a month or two. Tammy said the State is looking at selling carbon offsets to help fund solar projects at airports. Laurel asked where the panels would go, and Bill H. said that's part of the ALP process, but they'll probably be out by the rotating beacon, beyond the parking lot. It's about a half acre. Bill H. said they also applied for a \$15,000 mini-grant through Utah Recreation (Jenny's idea) to put up a gazebo by the terminal.
5. Other reports for Airport Board - Bill H. said that the AOPA (Aircraft Owners & Pilots Association) sent a letter to the BLM, telling them not to restrict landings and takeoffs.

G. Future Considerations

1. SITLA land swap - Tammy will connect with Chris Baird, as some of the leg work has already been done on that. She said they would trade some unusable land south of Blue Hills road that the Airport owns.
- H. Closed Session, if necessary
- I. Adjourn - The meeting was adjourned at 7:12 p.m.

Submitted by: Tara Collins