**GRAND COUNTY AIRPORT BOARD**
**REGULAR MEETING**
**MINUTES**

**May 15, 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 5:09 p.m. Jason led the meeting. Members present: Jenny Gleason (Travel Council Rep.), Jason Taylor (Moab City Rep.), Laurel Catto, Bill Winfield (County Rep.). Bill Hawley attended by Zoom.
2. Members not present: Jody Patterson, Norm Knapp, Shalee Bryant, Airport Director Tammy Howland.
3. Others present: Director's Assistant Tara Collins, Randy Martin of Redtail Air. Attending by Zoom were Justin Pietz and Eric Rivera of Armstrong Consultants.

B. General Business

1. Approve minutes of April 17, 2023 (Regular meeting)
   **Motion** by Jenny to approve the minutes, seconded by Bill H., approved 3-0, with Laurel abstaining. (Not a quorum, so we will need to re-approve these minutes on June 12.)

2. Safety Report / Director's Report - April 2023
   **Motion** by Jason to postpone this item until the June 12 meeting, seconded by Laurel, approved 4-0.

3. Airport Monthly Data Report - April 2023
   Board members viewed the data chart.

C. Citizens to be Heard - none

D. Discussion Items:

1. Project Reports
   a. SRE Building – Wall beams in place. Eric gave the status of this project. The iron has gone up. They are working through labor issues.
   b. Terminal Modification – RSEDS (baggage screening) installed and operational – TSA in training. Jenny said she's seen the machine. It was installed quickly.
   c. ALP Update – Draft out for review by FAA. Justin spoke about this one. They had their alternatives meeting with the Technical Advisory Committee. The FAA is comfortable so far with everything the ALP is showing. They have the draft ALP drawing plan completed, and it went to the FAA for airspace review. They made revisions to where the garages will go.
      Laurel asked about whether the center of the west-side taxiway could be shifted (near lots 22, 27, & 28), if there is any flexibility in that. Justin said that nothing is set in stone on the ALP, however, the depth of some of those hangars, the small ones, is fixed. He said the tie-down spaces/distances need to be preserved, but there may be a little more room.

d. 2023 Fencing project – survey work last week. Eric covered scope of work and design. This is pending the ALP approval. Hoping to go out to bid in the next month or so. The FAA has given environmental clearance.
e. ARFF truck repairs – Jason noted the agenda said: No new issues.

2. Rent Study – AMCG working on modifying the zones. Jenny mentioned that the zones AMCG labeled were not really relevant to our Airport. Justin said Armstrong told AMCG about the comments and issues with the zones, that Tammy had told Armstrong. AMCG told Armstrong they would make those edits. Armstrong will follow up on that.

3. Virtower Data – not provided.

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

1. Approving lease with Redtail Air for Hangar B (Redtail signed).
Laurel pointed out that the term is meant to align with the FSO Operating Agreement. But the Hangar B lease allows for a 5-year renewal after the initial term ends. Which means this lease could extend beyond the FSO term. Randy posited that it was language left over from the old lease, and we could take that language out. Laurel said whatever successor to Redtail becomes the FSO will want to take over Hangar B, and we can't have impediments to that. Randy looked at whether the FSO Agreement has any renewal options; it doesn't. Jason noticed that they had a quorum, but if Jenny abstains, they will not have a quorum. Randy said they have been on a month-to-month status for a while, so waiting one more month is no problem.
**Motion** by Jason to table this until the next meeting, due to lack of quorum, seconded by Laurel, approved 4-0.

2. Approving Ground Lease for new FBO building.
Same issue as above.
**Motion** by Laurel to table this, seconded by Jenny, approved 4-0.

3. Approving possible locations for Airport Garage Company.
Bill H. said the ALP has been modified to show where the future garages should be built; he thinks we should go ahead and tell Prather the location, so he can move forward with planning and a proposal. Jason wondered: if the ALP goes for public comment, and the location is changed, are we liable for telling Prather this is the location? Jason noted this is a draft ALP, and we could make sure he understands that. Justin said that once it goes a little further along, it will have to go for airspace review before the FAA. Laurel wondered if we are blocking ourselves in for future parking expansion. Justin said that was good input. Bill H. said we could move the garages further south. Justin said we could move the solar farm further south, too. Bill H. noted that the garages get much less traffic to them than the parking areas.
**Motion** by Jason to approve the possible location of new garages, based on the draft ALP, seconded by Laurel, approved 4-0.

4. Discussing intermittent food truck visits (not a lease), "Texas Tacos": rates, terms, parking location, versus food truck with a lease.
   Jenny brought up the previous discussions in 2022 about water and electrical hookups for the permanent food truck (John Ripley Corkery's), and that Shanna's intermittent food truck is completely mobile and would not need to hook up to anything. Bill H. suggested we ask each company for a concrete proposal, re: how they would share the income. He suggested using the taxi model, where they pay a set rate per day of operation.

5. Reviewing recently adopted Resolution 3347 (Board Appointment Process) and Ordinance 674 (Adoption of Board By-Laws Process).

F. Reports:

1. County Commission – Bill W. had to leave.
2. City of Moab – Jason said they had a water workshop.
3. Travel Council – Jenny said they've been editing budgets, and they went through an RFP process for a company to lead the strategic plan for the County. They got 17 bids. They approved some special events: Thompson Springs had a May Day event, and other events. They started a summer marketing campaign, to draw people here in the hotter months.
4. Solar Committee
5. Other reports for Airport Board – Randy said that in light of SkyWest leaving, Redtail Air will offer flights to Salt Lake City 2 days per week (Tuesday and Thursday). They will leave Moab in the morning at 8 or 9 o'clock, and return to Moab at 4 or 5 o'clock. They are also meeting with the Vernal Airport Manager, who is flying down here on 5/19, to discuss possibly providing service between Vernal and Salt Lake City. They are hoping some of the economic diversification money could be used for the flights to SLC. They will use the Kodiak (8-seater). They will land at Atlantic Aviation in SLC. Jenny said Tammy did a really good job with this, thinking outside the box.

G. Future Considerations

CIB request for parking lot funding

EV charger grant – Bill Winfield met with Tammy, toured the Airport grounds, and chose a location by Moab Heli X for the chargers. There's a transformer there. They needed a location in order to apply for the EV grant. However, the location can be moved later. Then he included Chris Baird in the process. The company that will install the chargers co-shares the income, and also maintains them and replaces them.

H. Closed Session, if necessary

I. Jason asked for a motion to adjourn. Motion by Laurel. Adjourned at 6:21 p.m.

Submitted by: Tara Collins