

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
MINUTES**

**July 17, 2023 @ 5:00 p.m.
Grand County Commission Chambers, 125 E. Center Street
Moab, UT 84532**

A. Call to Order

1. The meeting was called to order at 5:04 p.m.
2. Members present: Jenny Gleason (Travel Council Rep.), Bill Winfield (County Rep.), Jody Patterson, Jason Taylor (Moab City Rep.) Joining by Zoom were Laurel Catto, Norm Knapp, and Bill Hawley. Airport Director Tammy Howland was also present.
3. Members not present: Shalee Bryant
4. Others present: Director's Assistant Tara Collins, and Eric Rivera of Armstrong Consultants.

B. General Business

1. Approve minutes of May 15, 2023 (Regular meeting)
Motion by Jason to approve the 5/15 minutes, seconded by Jenny, approved 4-0, with Jody abstaining.
2. Approve minutes of June 12, 2023 (Regular meeting)
Motion by Jenny to approve the 6/12 minutes, seconded by Bill H., approved 5-0, with Jason abstaining.
3. Safety Report / Director's Report – June 2023
Tammy reported that they did annual testing on ARFF 1 dry chem, it's still working. The No-Foam testing showed it still needs work. These were done for the upcoming FAA (part 139 standards compliance) inspection next week. The fuel system and their records is a big part of that inspection, as well as ARFF, and training records. There was a water system failure. They assisted on a medical incident on a SkyWest flight. They have started their annual fire inspections of hangars. There were departure delays due to weather in Denver. Tammy gave the flight schedule.
4. Airport Monthly Data Report - June 2023 – Virtower Data
Tammy went over the revenue for June, including fuel sales, enplanements, landing fees. There was a 44% increase in Low Lead fuel sales over last year. Vending sales are still down due to credit card reader problems. 2,629 skydivers jumped out of an airplane in June.

Tammy showed the Virtower data charts for June. They show visiting versus based aircraft, use per runway, use per day of the week, etc.

C. Citizens to be Heard - None

D. Discussion Items:

1. Project Reports

- a. SRE Building – All exterior finished, insulation, electrical and plumbing near completion. Waiting on garage doors and some light fixtures on back order.
 - b. ALP Update – Waiting on the FAA .
 - c. 2023 Fencing project – Out for bid. Eric said the bidding period is closed. One company showed up for the pre-bid meeting.
 - d. Lot 108 Hangar – completed, waiting for final inspection & CO. Laurel said they had a great team. There is a 3-foot grade change from the back to the front, so they installed interior steps to the back door.
 - e. Lot 118 Hangar – in permitting phase.
2. Rent Study – Tammy will be meeting with an AMCG representative about our issues with the zones, and will include Bill H. in that.
3. AEAS – Our request is still under review by DOT. SkyWest publicly committed to extend their service until Contour takes over. However, that extension is not legally binding. SkyWest will continue to receive EAS funding for the extension period.
4. Purchase & delivery of new (used) water tank. Photo in packet. The old, buried water tank was damaged in the process of digging it out from the location of the newly constructed SRE building, and could not be salvaged. Tammy went over the price comparisons of various tanks. We got a 20,000 gallon tank. With that size, it is less likely to freeze. The County Road Dept. will build a pad for it.
5. Update on SITLA land swap. The proposed swap is for a piece of land out by the old airport, by the motocross track.

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

1. Grant Application to the FAA for design for upcoming AIP projects.
Eric presented the 4 projects, using the airport map, and outlined the timeline of these projects. They are: Taxiway A1 relocation, Apron expansion, existing Apron reconstruction, and Taxiway construction/expansion. It is unusual for the FAA to let us tackle 4 separate projects at once, but they are inter-related. Design will be complete in 2023, construction will begin in 2024 and 2025. Eric said it's a good sign that the FAA is willing to fund the design phase, it means they intend to fund the construction.

Motion by Jason to send the grant application to the County Commission, seconded by Norm, approved 6-0.

2. Review / Revise Airport Board Bylaws.

Motion by Bill H. to approve the revisions, according to the last draft submitted in the 7/17 AB packet, seconded by Jason, approved 6-0.

F. Reports:

1. County Commission - Bill W. has been working on the SITLA land swap.

2. City of Moab - Jason brought up some new hires at Moab City: a new finance director, parks and rec director, and economic development director.
 3. Travel Council - Jenny said they are working on grants, and their budget.
 4. Solar Committee – Letter from FAA (rejection of our grant proposal). Bill H. said that some of the ones that were accepted were carbon copies of our proposal.
 5. Other reports for Airport Board - Jenny proposed September 14 (Thursday) from 4:00 to 6:00 pm, for the dedication of the Operations hangar to Bill Groff. Redtail Air was planning a press party that morning, so they could make the building fancy for both events.
- G. Future Considerations - Tammy said that just today, we heard from Dominion Energy that they are installing a high-pressure gasoline, and they wanted to know if we wanted a line to the airport. We would need to estimate our gas load needs, and there would be a cost for this installation. Jody agreed that we should look into it. There are not currently issues with obtaining propane, but it would still be prudent to look at this option. Jody and Jason said at least we should stub it in. Tammy will get more info.
- Garage discussion (Bill H. request) - Tammy said that Prather is waiting on the go-ahead from us, and we were waiting for the ALP to be more finalized.
- CIB request for parking lot funding - The next one is in October. Tammy will work with Bill and Chris Baird to obtain money for paving.
- EV charger grant – Bill Winfield had proposed a couple of sites at the Airport. Nothing new.
- H. Closed Session, if necessary
- I. Adjourn - The meeting was adjourned at 6:38 p.m.

Submitted by: Tara Collins