

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
AGENDA**

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

Join Zoom Meeting

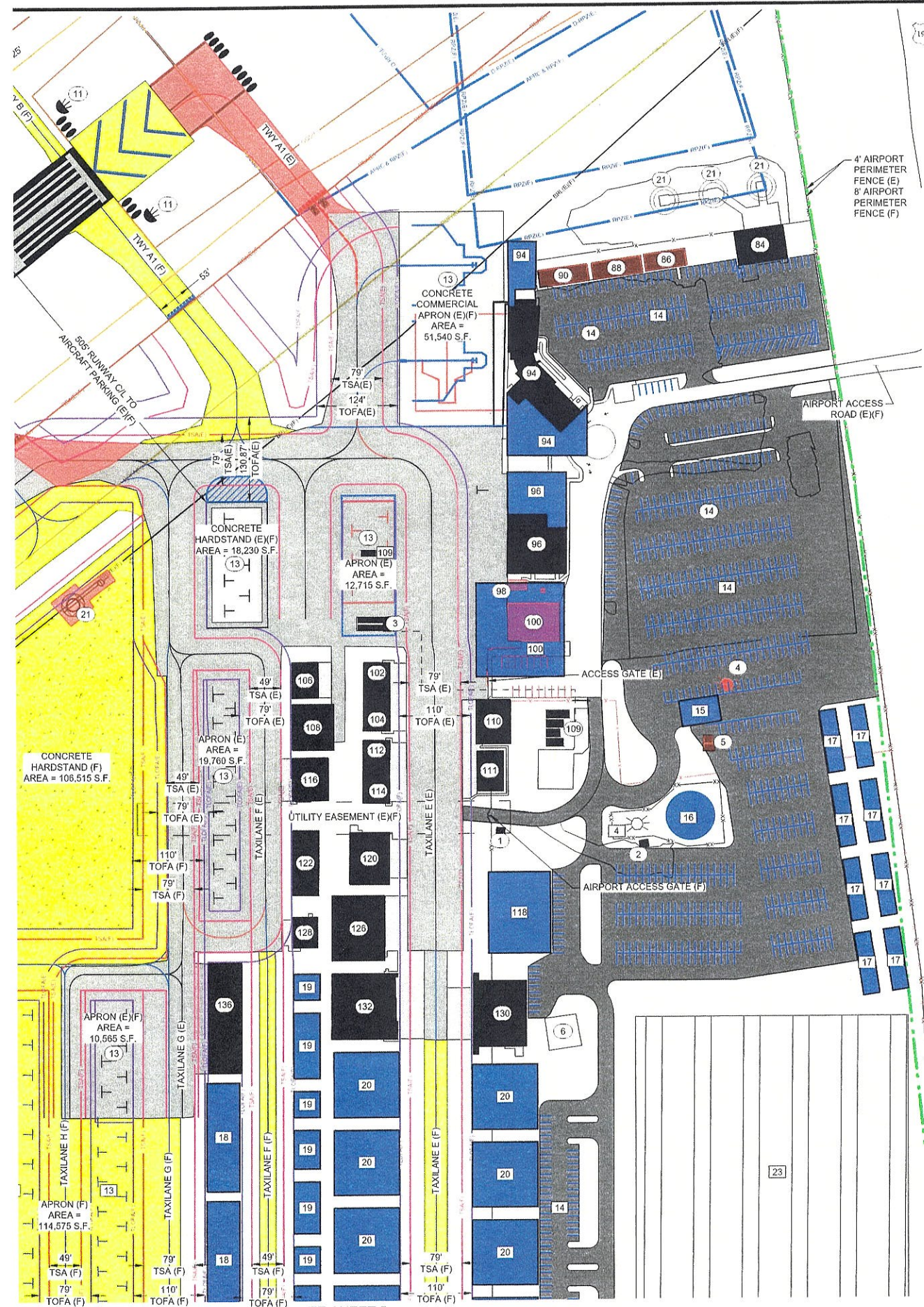
<https://us02web.zoom.us/j/85853116757?pwd=WmpYU0tYN0xPNS9ibEgyM1liR21UQT09>

To join by phone: Dial (669) 900-6833 Meeting ID: 858 5311 6757 Passcode: 528365

- A. Call to Order
- B. General Business
 - 1. Approve minutes of October 16, 2023 (Regular meeting)
 - 2. Safety Report / Director's Report - October 2023
 - 3. Airport Monthly Data Report - October 2023 & Virtower Data
 - 4. Interview Bill Hawley to serve another term on the Airport Board
- C. Citizens to be Heard
- D. Action Items: Discussion and Consideration (some for Recommendation to County Commission with approvals subject to limitation)
 - 1. Meeting dates for 2024 (City Council meetings are 2nd Tuesdays at 6:00 pm).
 - 2. Letter from Board re: SITLA land swap.
 - 3. Letter from Board re Skydive Moab and County special event permitting process.
 - 4. Site Plan for Airport Garage Co. new garages.
- E. Discussion Items:
 - 1. Airport Garage Company – Doors will face each other – facing south on the first building, and facing north on the second building.
 - 2. Project Reports
 - a. SRE Building – Final approval, close out of grant soon.
 - b. 2023 Fencing project – Moving along
 - c. Lot 118 Hangar – over-ex nearly complete.
 - 3. AEAS – ASA in progress.
- F. Reports:
 - 1. County Commission
 - 2. City of Moab
 - 3. Travel Council
 - 4. Solar Committee
 - 5. Other reports for Airport Board
- G. Future Considerations
- H. Closed Session, if necessary
- I. Adjourn

Those with special needs requests wishing to attend Airport Board meetings are encouraged to contact the County two (2) days in advance of these events. Specific accommodations necessary to allow participation of disabled persons will be provided to the maximum extent possible. Requests, or any questions or comments can be communicated to: (435) 259-1346.

Posted by: _____ Date _____ Time _____
at the Grand County Commission Chambers



ARMSTRONG

LOCHNER COMPANY

CANYONLANDS REGIONAL AIRPORT
GRAND COUNTY, UTAH

AIP No. 3-49-0020-042-2022
AIRPORT LAYOUT PLAN

No.	ACI No.	Date	Revision / Description	File	Drawn	Chk'd	Appr'd
0	226796	05/20/23	ORIGINAL ISSUE	6796303	RA	JPH	J2P

TERMINAL
AREA
DRAWING

Sheet: 4 of: 24

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
MINUTES**

**October 16, 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 5:06 p.m.
2. Members present: Jody Patterson, Bill Hawley, Laurel Catto, and Bill Winfield (County Rep.). On Zoom were Norm Knapp, Shalee Bryant, and a little later, Jenny Gleason (Travel Council Rep.). Airport Director Tammy Howland was also present.
3. Members not present: Jason Taylor (Moab City Rep.).
4. Others present: Director's Assistant Tara Collins.

B. General Business

5. Approve minutes of September 18, 2023 (Regular meeting)
Motion by Bill H. to approve, seconded by Norm, approved 4-0 with Laurel abstaining.
6. Safety Report / Director's Report - September 2023
Tammy reported that there was another issue with the drive-thru gate, with someone stopping and parking in front of it. The keypad died, so we have a temporary replacement. She discussed the Live Fire Training, and other training. There was a disabled aircraft with a flat tire in the safety area on September 22. The baggage claim gate also has issues, we'll be replacing rollers on it. We got a new drink vending machine, and the electronic gremlins disabled it a day and a half later. We had Bill Groff's building dedication, and that went really well. Skydive did a fantastic presentation for the dedication, with the American flag on a skydiver. Tammy showed the flight schedules.

Tammy spoke about the plane crash that killed 4 people. She said that darkness was a factor inhibiting finding the crash site. Even the spotlights couldn't find them. It wasn't until Classic Helicopters brought in their night vision that the downed plane was found. They weren't picking up any transponder on the emergency frequencies. Laurel mentioned there was no ELT beacon activated. Tammy said there was no fire on impact.
7. Airport Monthly Data Report - September 2023 & Virtower Data
Fuel sales were down in September. At Skydive Moab, 3,365 people fell out of airplanes. Tammy showed the Virtower data. Jody mentioned how much busier CNY is in general.

C. Citizens to be Heard - None

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

1. Meeting dates for 2024.

Tammy asked if they could change from Mondays to Wednesdays. Bill H. said they need to occur before the Commission meetings. Tammy and Bill W. mentioned the strict deadline to submit materials for CC meetings, so Bill H. suggested the week before the Commission meeting, i.e. the second week. They settled on the second Tuesdays, since if the meeting was on Wednesday, there wouldn't be time to submit by the midnight deadline. This would start Jan. 1.

Motion by Laurel for second Tuesdays, seconded by Bill H., approved 6-0.

2. Discuss and Approve CIP list (Capital Improvement Projects).

Tammy showed the spreadsheet, and located the item: Rehabilitate Access Road (Design and Construction). Tammy clarified that the year shown on the chart, like 2025, is the completion year. Laurel asked if CIB funds could contribute to these projects, and Tammy said they could.

Motion by Laurel to approve the CIP list, seconded by Bill H., approved 6-0.

3. Airport Garage Co. – Bill Prather came out Oct. 12 and viewed the location physically, and sent a request for revised location, with a drawing on google earth image. Tammy said Mr. Prather was asking for a site a bit north of where the Board wanted the garages. Near the big parking lot, but not in it. Jody thought it was a nice compromise from what the Board proposed, and it will still be away from the new car wash site. Bill W. mentioned leaving room for a perimeter road by the fences. Tammy said Prather would need to comply with setbacks that the County requires. Bill H. pointed out that it is not on the parking lot, so that made it a fair compromise. Tammy mentioned that the map does not do justice to how much room, in reality, is out there.

Bill H. wondered if the entrances would be on the parking lot side. That would mean he wouldn't need any gravel, until he got to building 2. Laurel said she thought the entrances would face each other. Bill H. thought we should confirm this – the direction of the doors. Laurel likes this compromise location, but she wouldn't want the doors to face onto the parking lot, because it disrupts the flow of the parking lot. Bill H. recommended we ask him for a real site plan, showing entrances, and give him tentative approval now.

Motion by Laurel to tentatively approve the location, subject to the receipt and approval of a site plan, seconded by Shalee, approved 6-0.

E. Discussion Items:

1. Board member terms expiring 12/31/2023: Bill Hawley, Jenny Gleason, Norm Knapp.

Norm Knapp will not re-apply for the Board. He is moving away from Moab. Jenny and Bill H. will re-apply. Jenny said the Travel Council will open that spot to everyone, interview people, and then appoint their choice.

2. Project Reports

- a. SRE Building – Garage doors – Waiting on some final adjustments.
 - b. ALP Update – Has received final approval from the FAA, so now the Commission needs to sign their approval.
 - c. 2023 Fencing project – Materials have been delivered, out by Heli X. Start date is October 23 (next Monday).
 - d. Lot 118 Hangar – dirt work being done, equipment is here. They will need to excavate, and do some drainage work.
3. AEAS – still under review by DOT. SkyWest renegotiated their subsidy. Laurel said Tammy took a bad situation and salvaged it well, saying there was a lot of anxiety around losing United. They discussed Contour, and Tammy and Jody said that it is not even an option to stay with SkyWest.
 4. Further Discussion re: Tenants selling their hangars – Do we want to amend old leases to new (extended) terms? Minimum Standards contains mandatory reversion to County.

Dell Keys arrived at the meeting. Tammy said the only lease that doesn't have a reversion clause is Keys' lease. Tammy consulted with an Airport legal consultant at UAOA, and they said whatever is in our Minimum Standards is the binding rule. Laurel asked Dell what was her understanding about what would happen when her lease expired. Dell spoke about how the newer leases have four extensions, whereas hers has only one extension. Tammy pointed out that the newer lessees also pay four times what Dell pays as rent. Dell said she was being ripped off huge for water & sewer charges. Bill H. observed that she wasn't alone in that regard, they all pay a lot for that. Dell said it wasn't based on use, and Tammy said she was welcome to put in a water meter. She reminded Dell that there had been 2 leaks in her hangar that consumed a ton of water. Dell said when she goes to sell her hangar, she wants a fair settlement for herself and for the buyer. If there's only 10 years left, that's not a lot to bargain with. Bill H. recommended that Dell become familiar with the Minimum Standards, because there are options other than reversion. Tammy agreed and said that after talking with that consultant, this issue should be reviewed by the County Attorney. Laurel said she thought reversion is implied in a ground lease, separate from the Minimum Standards. Dell said she would pick up a hard copy tomorrow, from us at the Airport. Dell asked did we want her hangar sitting empty? Tammy said we would make more money renting it than selling it.

F. Reports:

1. County Commission – Bill W. said they had started a conversation about the land swap, and about water. He thinks the land swap needs input from other people, in front of the Commission, his sole input would not be enough. Jody disclosed that he and Tammy had met with Bill H. that day, and they came up with some additional arguments and ideas for why it's a good reason to pursue the land swap. Bill H. is going to draft a letter, which Jody will edit.

On the water, Tammy confirmed that there is a meter on the well. They need to find out how many shares (acre feet) of water the Airport is currently allocated, and how many they use. Laurel Hagen's water report has all that info. But we also

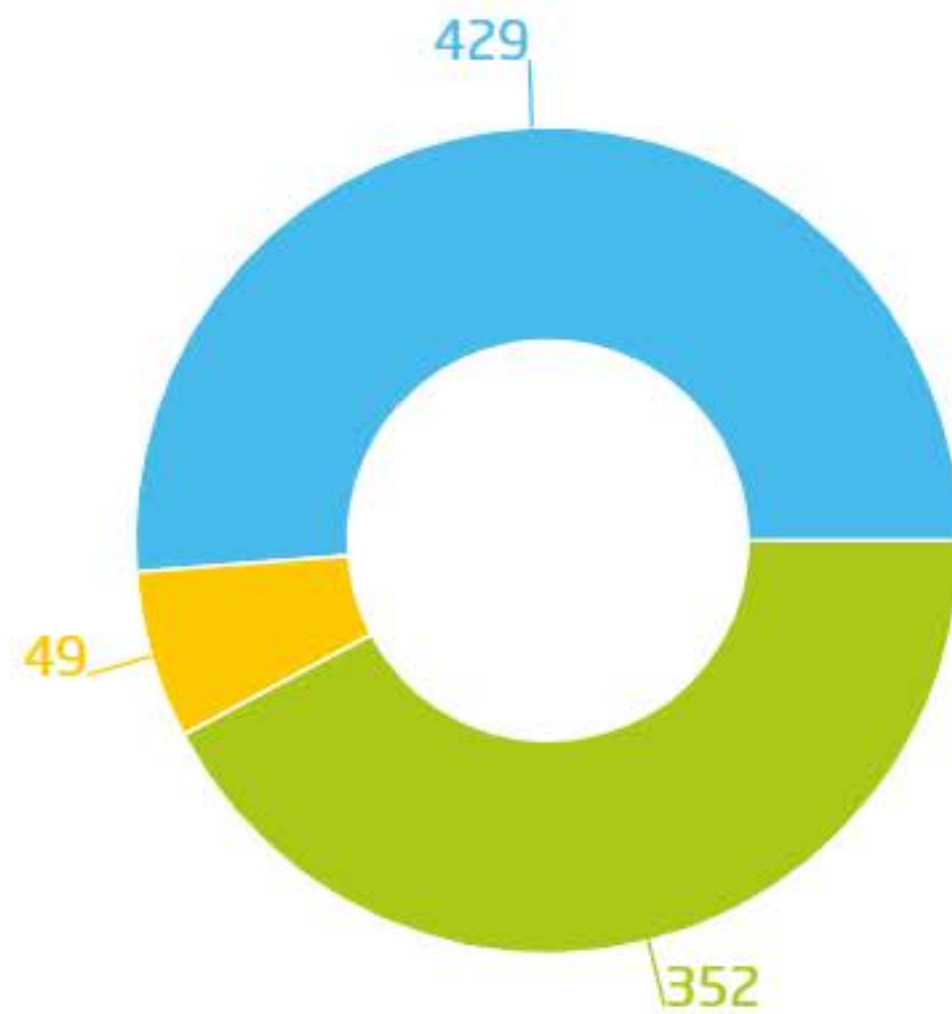
need to obtain the water usage report. Tammy recently had Andrea pull up water usage for 2022 and 2023.

On the natural gas line, Bill W. thought we would need a 2-inch pipeline.

2. City of Moab – Jason not present.
 3. Travel Council – Jenny said they are working on the budget. Bill H. asked if the Travel Council had any money for an airport entrance sign. He said one was designed a few years ago. But they need funding. Jenny thought it fit into marketing for the airport, and will ask for funding. Bill H. said they needed \$12,000. Tammy said if Jenny can't get it, the State Aeronautics division has some money for that, a grant process. Jody said we should pull up and use the existing design.
 4. Solar Committee – Bill H. had nothing.
 5. Other reports for Airport Board
- G. Future Considerations
- H. Closed Session, if necessary
- I. Adjourn – at 6:25 p.m.

Landings per Runway

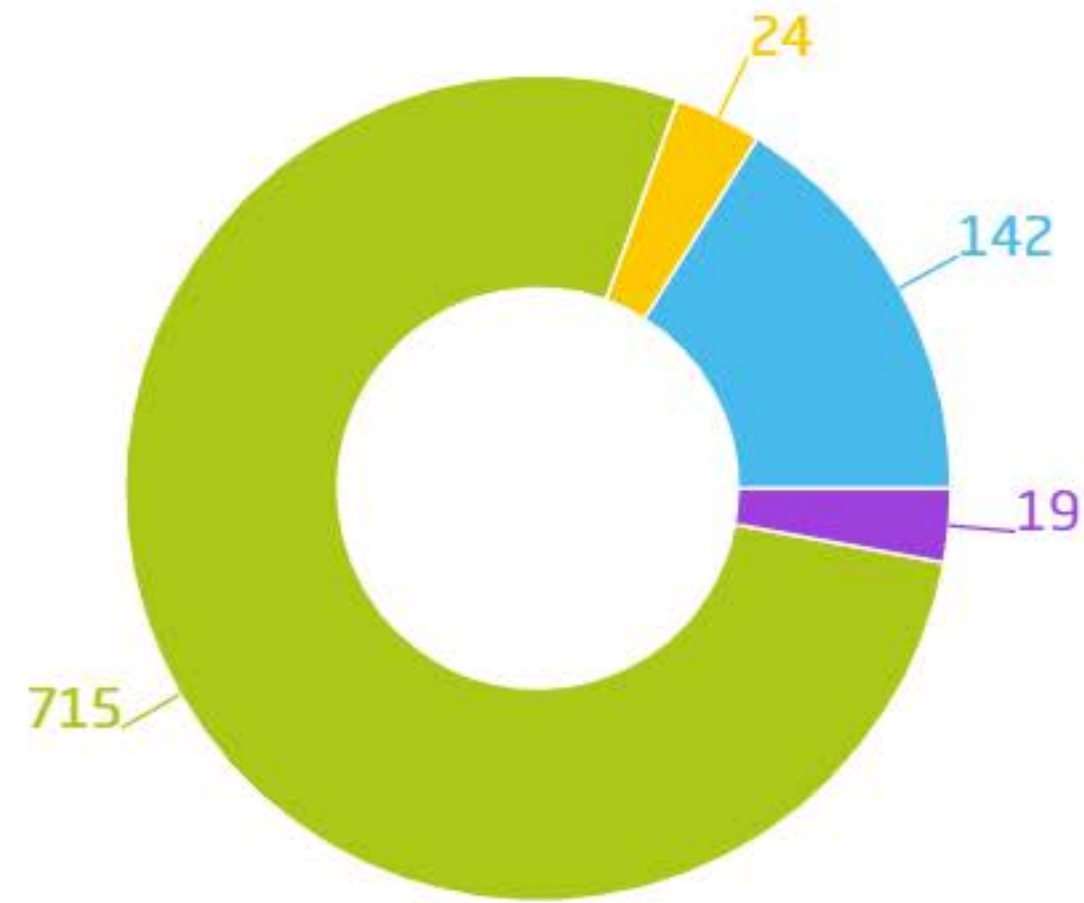
KCNY 10/01/2023 0:00 > 10/31/2023 23:59 LT



■ KCNY LDG RWY 03
■ KCNY LDG RWY 15
■ KCNY LDG RWY 21

Takeoffs per Runway

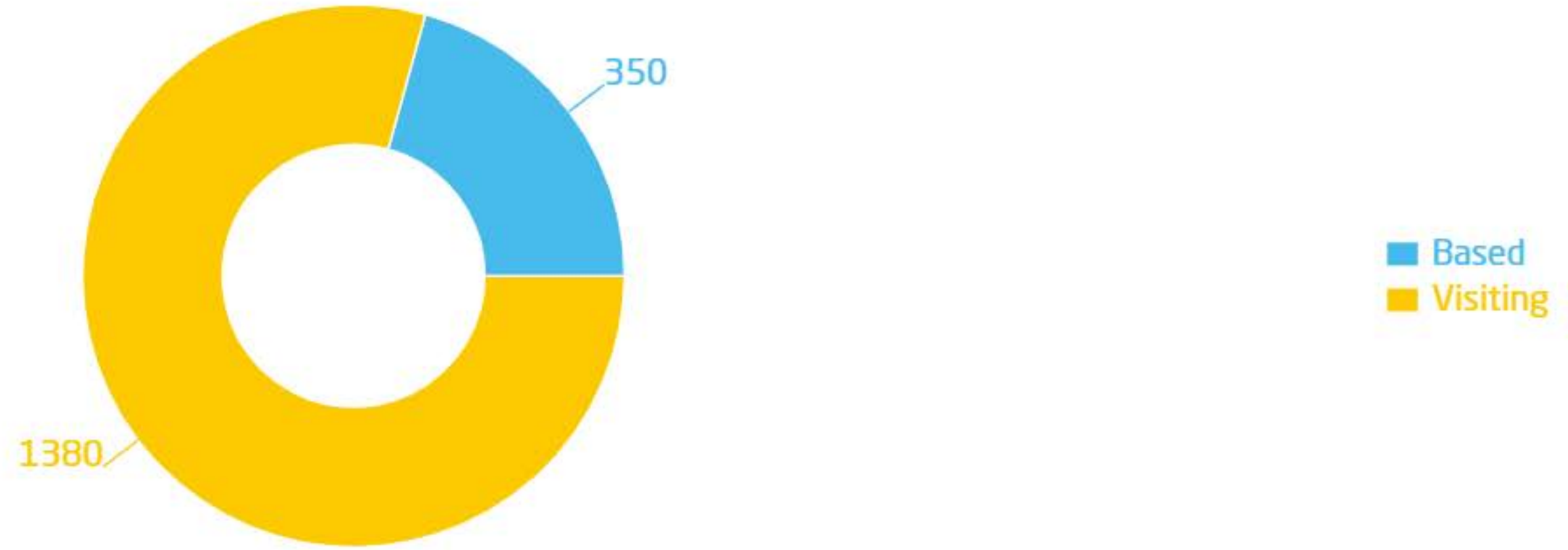
KCNY 10/01/2023 0:00 > 10/31/2023 23:59 LT



- KCNY TO RWY 03
- KCNY TO RWY 15
- KCNY TO RWY 21
- KCNY TO RWY 33

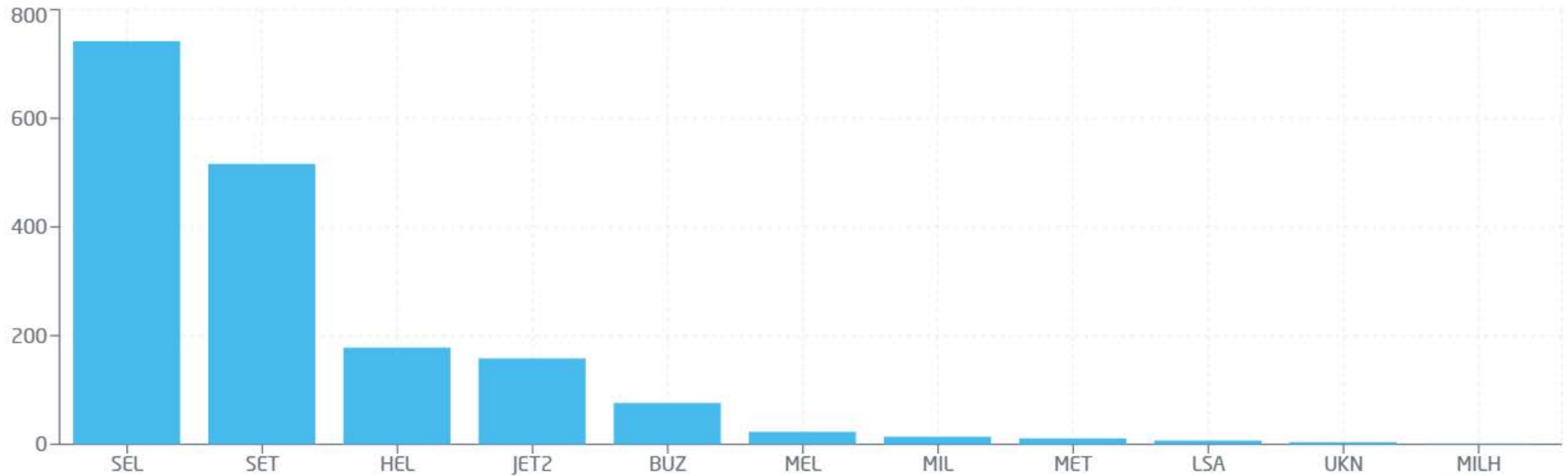
Operations Based vs Visiting

KCNY 10/01/2023 0:00 > 10/31/2023 23:59 LT



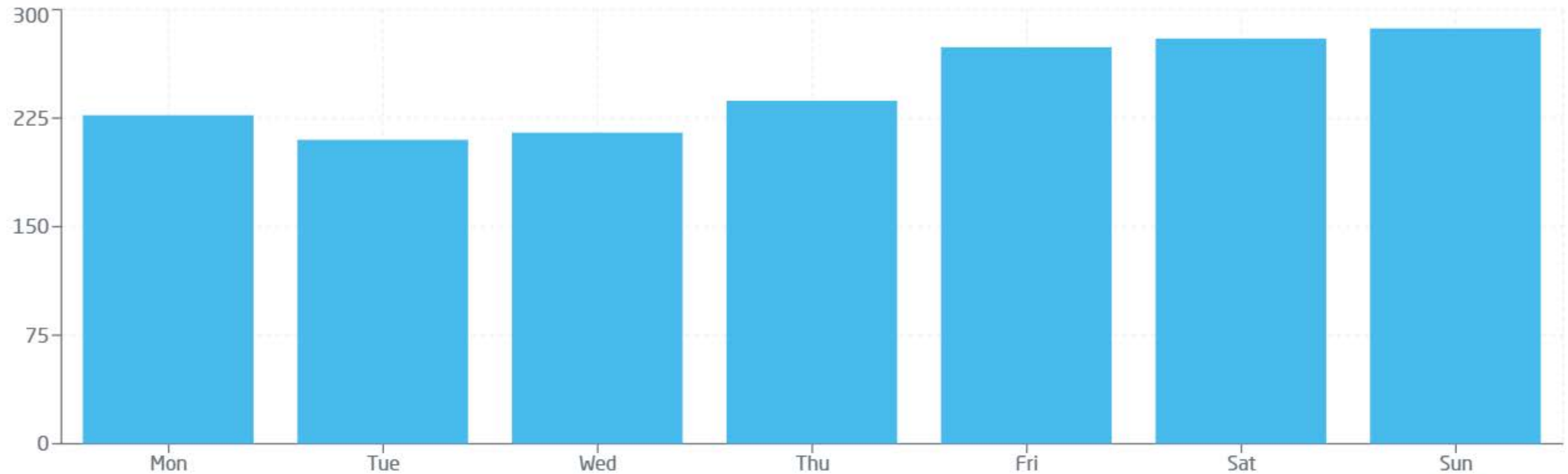
Operations by Aircraft Category

KCNY 10/01/2023 0:00 > 10/31/2023 23:59 LT



Operations by Day of Week

KCNY 10/01/2023 0:00 > 10/31/2023 23:59 LT





Board and Commission Application and Certification Form

Instructions: Complete and sign this form and return it to Grand County Council Office, 125 E. Center St., Moab, UT 84532; fax: 435-259-2574; or council@grandcountyutah.net

Board or Commission Applied For: Airport Board

Name: William Hawley

Mailing Address: 3150 E. Grand Ave.

City: Moab State: Utah ZIP Code: 84532

435-259-2574 Email Address: whawleyx2@gmail.com

In what year did you establish your current residency in Grand County? 2006
(residency is required for all Boards; some District boards require residency within the District, which may not include Moab City limits; **two** years' residency prior to assuming board membership is required for Planning Commission)

If not Grand County, which county do you reside in? (applicable for Historical Preservation Commission and Housing Authority of Southeastern Utah) _____

Occupation or professional training: Retired Electronics and pilot

List your work experience that is relevant to your application for a position on the Board or Commission for which you are applying (if needed, attach a separate page):

12 years on the Airport Board Aided in the development of the Airport Terminal

Hangar owner and private pilot for over 50 years

Engineering background

Hangar construction experience

List your non-work experience that is relevant to your application for a position on the Board or Commission for which you are applying:

CERTIFICATION

I have read Resolution No. 3184, I understand the eligibility requirements for serving on the above-named Board or Commission, and I certify, that all the information on this form is true and correct.

Additionally, I have read and understand the County's Professional Ethics and Conflict of Interest Ordinance No. 593 (2019), including my duty to disclose non-restricted conflicts of interest prior to relevant discussions and votes and recuse myself from discussions and votes involving my restricted conflicts of interest.

If appointed, I agree to faithfully attend the meetings and adhere to the State law, County resolution and ordinance, and the Bylaws that govern the Board or Commission on which I am appointed to serve.

Signature: William Hawley Date: 11/08/2023

Grand County Airport Board

To: Grand County Special Events Committee

From: Grand County Airport Board

Re: Moab Skydive Mother of all Boogies Special Events Permitting

16 October 2023

Dear Special Events Committee,

On August 21, Airport business tenant, Keith MacBeth of Skydive Moab, attended the Airport Board meeting in the Commission chambers, and voiced issues during the “Citizens To Be Heard” portion of the meeting regarding his company’s special event permitting problems over the past few years. Based on the information provided by Mr. MacBeth the Airport Board has some concerns over the permitting process, the timeliness of the permit review process, and the threatening actions taken against him. Mr. MacBeth stated that in 2022, he advertised for his special event (MOAB: Mother Of All Boogies) as it got near the fall event date, but he never received a permit, and was then threatened with a cease and desist order.

Mr. Macbeth stated that he applied for a special event permit in February 2023 and as of August 21, 2023 he had received no word about his permit, and that it was therefore too late to advertise. He pointed out that this event has no impact on the City environs and neighborhoods, as it is held at the airport. Also, he rents his own portable toilets for such events, so County resources are not used. Airport Board members further noted the airport, County, and local businesses are losing out on potential and important revenue streams related to this event.

Mr. MacBeth and his company have been Airport tenants for a long time. Skydive Moab contributes to County revenue through landing fees and drop zone fees, which increase substantially during the popular event, and its customers contribute to the local tourist economy. Based on the information provided by Mr. MacBeth the Airport Board feels he has been treated unfairly. We wanted to show our support for his business endeavors through this letter, and hopefully provide an impetus for some changes in turnaround time during the permit process.

If there is anything the Airport Board can do to facilitate the permitting process in the future, we are happy to do so. Please feel free to contact me at jody.j.patterson@gmail.com or by phone at 1-970-433-1218 if you have any questions concerning this letter or wish to discuss the matter further.

Respectfully,



Jody J. Patterson
Airport Board Chair

cc: Keith MacBeth

Proposed expansion sites

Legend



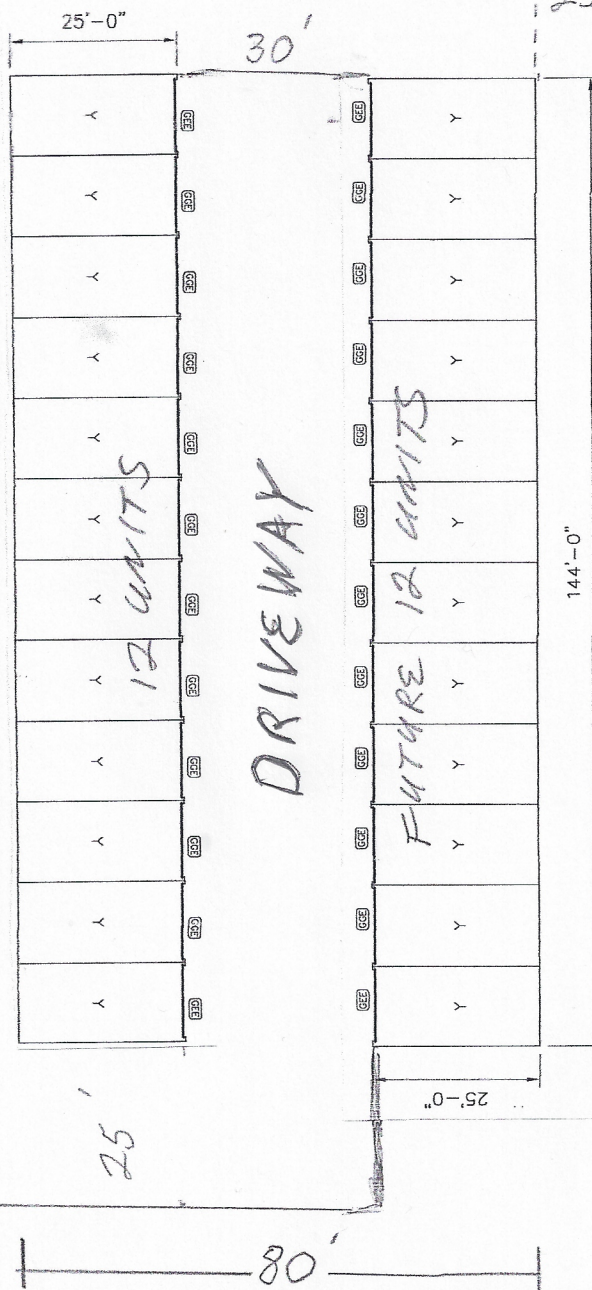
Google Earth



200 ft

BOUNDARY FENCE

EXISTING PARKING LOT



A - 25'-0" x 144'-0" x 10'-4" 1/4:12 PITCH LEAN-TO BUILDING SYSTEM