

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
MINUTES**

**March 4th, 2024 @ 4:00 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 4:02 p.m.
2. Members present: Jody Patterson, Bill Hawley, Bill Winfield (County Rep.), Jason Taylor (Moab City Rep.), Jenny Gleason (Travel Council Rep.), Randy Martin, and Shalee Bryant. Airport Director Tammy Howland was also present.
3. Members not present: Laurel Catto.
4. Others present: County Attorney Stephen Stocks, hangar tenants Doug Carroll and Dell Keys, Director's Assistant Tara Collins, Keith MacBeth of Skydive Moab. On Zoom were Eric Rivera of Armstrong, and Bill Prather of Airport Garage Co.

B. General Business

1. Approve minutes of February 5th, 2024 (Regular meeting)
Motion by Jenny to approve the Feb. minutes, seconded by Bill H., approved 4-0.

C. Citizens to be Heard - None

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

1. Airport Garage Co. new garages: New request for location of garages. Cost estimates for excavation nearly doubles the cost of the project.

Bill Prather said the soil treatment and the connection to power were both much higher than he anticipated. He doesn't want to pass that cost along to tenants. So he is asking for the new hangars to be located anywhere on the expanded parking lot. Jody asked if he wanted the prior location he was considering before ending up outside of the parking lot. Prather said anywhere on the parking lot would work, anywhere except on the poor soils area outside the parking lot. Jody and Tammy discussed how compacted the soil layers at the edges of the parking lot really are, and decided that they weren't necessarily building-ready. Prather agreed. Tammy said Red Dirt Co. would not have to fill so much, in the parking lot, so it would still need prep, but less prep. Prather said Red Dirt said moving the site to the parking lot would save Prather \$35,000 to \$45,000, and that would make the difference to him. Jason observed that the County spent a lot of money making that parking lot, and so the County essentially would be doing the dirt work for Prather. Tammy acknowledged that but clarified that the existing prep work isn't building-ready. Prather said the high cost was not due to just prepping for the concrete pad, but also prepping for the 30-foot driveway beside it. Bill Hawley pointed out that the last 2 hangars constructed had to do major soil work. Bill Winfield said that they must look at the long-term goals of the Airport.

Prather reminded him that the risk of relocation was completely borne by him. Jody & Tammy discussed what might trigger a relocation – usually infrastructure. Prather asked what he could provide. Jody requested a map or diagram showing alternatives that might work, something they could discuss and debate as a board. Tammy said the engineers (Armstrong) conveyed that by the time we run out of parking spaces, we would have much bigger problems as an Airport, namely, we would be exceeding the capacity of our terminal.

2. Dell Keys' hangar sale – Vote to recommend termination of Key's lease, approve Keith McBeth for land lease, and decide lease terms.

Tammy noted that all parties were present, as well as the County Attorney. The County exercised its right of first refusal (they declined to buy). There was discussion about the FAA requirements regarding historical buildings. There was discussion about the remaining time on the lease to reach the maximum of 50 years: 24 years left. There was discussion about hangars appreciating in value instead of depreciating, as they should be, since their leasable time is limited, which is beyond the scope and authority of this board.

Motion by Bill H. that since the buyer is happy with the new lease term of 24 years and the current rental rate, that the board approve the lease, seconded by Jason (clarified: using the new lease template, not an assignment of Dell's lease), approved 5-0, with Jenny abstaining.

3. Doug Carroll hangar sale – Vote to recommend termination of Carroll's lease, approve land lease for James Mabey, and decide lease terms.

Doug said that James is the president of Redtail Air.

Motion by Shalee to offer the buyer a new lease for 31 years total, seconded by Bill H., approved 4-0 with Jenny and Randy abstaining.

E. Discussion Items:

1. Project Reports

- a. Ramp/Taxiway A1 - will go out for bids in March
Tammy said a request for bids would be in the paper this week.
- b. Generator for terminal - Contract fully signed, waiting for generator and switch to arrive.
Tammy said the generator is ordered. She estimated delivery to be in 26 weeks.
- c. Drive through gate replacement
Tammy said they are waiting on the grant for that, then they can send it out for bids. They got the grant through a security provision in FEMA.
- d. CNY Triennial Emergency Exercise - March 14, still need volunteers.

Tammy said they were on the final stretch of preparations. The State Coroner's Office will send people down to do their briefing and presentation on mass casualty scenarios.

- e. Hangar 118 - They're pouring footers and stem walls.
 - f. Airport garages - making head way with estimates and site plans. Nothing to add.
2. Discussion of amending Minimum Standards to clearly outline hangar sales and move into Lease Policies section.
Tara and Tammy will be drafting revisions to these, based on our experience with Dell's hangar sale. We want to make that process clearer. Also, the County Right of First Refusal is in the wrong place in that document, so we will move that into the lease policies, so it's more intuitive, and shows the flow of the process better. Bill H. requested that it be a redline.

F. Reports:

1. Airport Monthly Data Report - February 2024 & Virtower Data
No monthly data available. Tammy says that Contour has completed all their flights, but there have been quite a few delays. Tammy spoke about how the lower fuel sales are hurting Redtail and the airport. She said she's spoken to Contour about it. Also, warmer temperatures will mean that they'll have to buy their fuel here instead of Phoenix. Tammy showed enplanements for Feb.
2. Any questions on the Director's Report for February 2024
3. County Commission - Bill W. said the Commission discussed the Keys and Carroll hangars. Bill W. thinks the Airport really needs a Plan, and he acknowledged Shalee's work with Econ. Dev., but he thinks we need to bring Armstrong on board for this Plan, so that we're not coming up against these problems like with the Airport Garage Co. He'd like the Plan to be about more than economics, but about the physical layout too. Shalee reiterated that this Board needs a Chamber representative, and an Economic Development representative, whether from their advisory board or the department itself. She said there are key elements locally that are affected by the decisions that this Board is making. Jody suggested we could amend the Bylaws and add more representatives.
4. City of Moab - Jason said on Sunday they are going to Washington D.C. with Jacques, Mary, and Joette. They're going to meet with all our congressmen and senators, first to keep the funding coming for the uranium pile, but second, to try to turn ownership of that UMTRA property over to the County and the City jointly. They would like to turn that property into something beneficial to residents. Also they want to meet with Park Service officials. Then they plan to meet with the Department of Transportation, to talk about the EAS, and how these decisions have a ripple effect on local businesses. He said it's created a real

financial crunch on locals, on businesses and employees. He thinks a 5-year EAS contract would be better than a 3-year contract. Randy spoke to the drop in fuel sales since Contour came on. In response to that, Redtail laid off one person, and declined to hire another. Shalee said that Rocky Mountaineer (the tour train) is seriously considering stopping in Grand Junction instead of Moab. Tammy and Bill H. brought up the need for a Marketing Plan. Shalee said Ben and Skye (in Econ. Dev.) were so excited about that.

5. Travel Council - Jenny said Tammy attended the last meeting, to cover transportation options to and from CNY. It is the Travel Council's goal to publicize all the available ways to reach Moab, to help the public understand their travel options to and from here. This will help economic diversification. They are modifying their marketing plan with Love's Communication, to cover how to get to Moab. She said there is a dashboard on the Grand County website, on the Economic Development page, with info about visitors' spending and trends.
6. Solar Committee - No report.
7. Other reports for Airport Board - Shalee and Jenny met with the Economic Development Department and Forrest Rogers, and got a lot of information. Shalee said Ben and Skye of Economic Development were so excited, they're going to start getting funding for a strategic plan for the Airport, and they offered whatever help we need. Jenny said Forrest offered some good ideas, about what other airports do. Jody said a workshop might be more helpful at this stage, and Tammy agreed.

Randy asked Bill W. about the Internal Audit. Randy had listened to the recording of the audit committee meeting. At the meeting, Kevin Walker said there would be a letter coming from the State Auditor's office, with the findings of their audit. Randy asked if that letter had been received, and if so, did it affect the Airport finances at all. Bill W. said to his knowledge, they hadn't received the letter yet. He said the letter will apply to Grand County as a whole, not just the Airport. Jody asked if Tammy could get some revenue numbers for the Airport, and Tammy said she would.

- G. Future Considerations
- H. Closed Session, if necessary
- I. Adjourn - 5:53 p.m.