GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
MINUTES

June 3, 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 4:03 p.m.
2. Members present: Jody Patterson, Bill Hawley, Bill Winfield (County Rep.), Jason Taylor (Moab City Rep.), Shalee Bryant, and Randy Martin. Airport Director Tammy Howland was also present.
3. Members not present: Laurel Catto and Jenny Gleason (Travel Council Rep.), although Alex Borichevsky attended on behalf of the Travel Council as a non-voting member, until his appointment to the Board is confirmed by the County Commission.
4. Others present: Director's Assistant Tara Collins. On Zoom was Bill Prather of Airport Garage Co.

B. General Business

1. Approve minutes of April 1, 2024 (Regular meeting) (May meeting canceled). **Motion** by Bill Hawley to approve the minutes, seconded by Randy, approved 5-0.

C. Citizens to be Heard - None

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

1. Interview Brian Hunnings and Alex Borichevsky for a position on the Airport Board (Travel Council Rep.)

   Alex said Brian was not present, and that they had initially wanted to split the time serving as board member between the two of them, and wondered if that was ok. Jody thought the Bylaws did not address this. Bill H. said that it would be better if it were one rep., because they have ongoing projects and issues that they cover. Shalee confirmed that this is a voting position, and said that makes a difference for a shared position. Bill W. thought they should postpone this so they can discuss it at Travel Council. Alex said there were a couple of events he's committed to this summer that would conflict with Airport Board meeting dates. Shalee suggested that on those dates, Alex could send a proxy, such as Brian, who could listen in, but just not vote. Jody pointed out that in our Bylaws, there are a certain number of meetings you are allowed to miss. So missing a few is not a big deal. Tammy thought it was better to have consistency in members.

   The interview commenced. Alex first moved to Moab in 2000, to work as a seasonal river guide. Then he opened Sabaku, a sushi bar in 2010 with friend

Frankie, and then 98 Center (restaurant). Alex discussed some of the issues currently facing CNY Airport.

Motion by Randy to accept the nomination of Alex as the new Rep., seconded by Shalee, approved 5-0.

2. Airport Garage Co. has a new site plan (5/21).
Mr. Prather went over the new site plan, which will be 19 units instead of 24, so as to accommodate a 60-foot wide opening (by the beacon) that may be a future Airport road. This new site plan has entrance and exit driveways. Prather mentioned that fire departments like that configuration.

There was discussion about this location for the garages, versus other locations. There was discussion about some of the dimensions, like the driveway. Prather said there would be electricity to the garages, that's the only utility. Someone asked about outside lighting. Prather asked how dark our Airport gets at night, Tammy said very dark. Prather said they've never had any security issues out here. Jody asked about drainage, Prather said they would relocate the water ditch to the south. It's a shallow ditch. Bill H. asked that the lease read that Prather is responsible for maintaining the driveway. Bill W. thought the future road should be next to the fenceline, instead of through the middle of the parking lot. There was discussion about expansion of parking. Shalee noted that when airports grow, they tend to build up for parking, not out. Bill H. pointed out that on the current ALP, we show the parking going much further south. Tammy said the ALP is conceptual. Jason thought the garages should be situated the other way: Parallel to the highway, not perpendicular. Jody thought so too: that the garages should be turned 90 degrees. Bill H. said he didn't want the row of garages parallel to the highway, because of the visuals. Shalee thought it would be a shame to lose parking space. But Bill W. pointed out that Prather was willing to move them, they didn't need to be permanently in that location. Shalee and Tammy agreed that these garages would be a high-end draw for our Airport. Alex suggested we could put advertising on the garages, but Tammy said it's now a scenic highway, so no more advertising is allowed. Bill H. said he was in support of Prather moving ahead with this latest site plan. Jody agreed, and said we have a mechanism to have the garages moved if we need to, for future design.

Motion by Bill H. to approve Prather's proposal for location and siting of the parking garages, pending review of actual site plans, and that we go ahead with the lease. Seconded by Shalee, approved 5-0.

Bill H. asked Prather to name the distance between the 2 buildings, the width of the driveway. Prather agreed to, and said they would be moving forward with more technical plans anyway.

3. Choose a committee to determine insurance terms for new airport leases.

   Tammy said we wanted to expedite our leasing processes, and she said every lease we have drafted gets hung up at insurance. The current County Attorney is fine with whatever this Board wants to do with insurance. She said there are a hundred variations that we could specify for insurance needs, and there are no regulations saying what insurance is required. It's based on what each airport and each community wants. Tammy referenced some other airports' insurance requirements (in the packet). Tammy said whatever we decide, we need to go back and make sure that each airport tenant is required that same insurance. So she's proposing a committee to sort through the insurance options, and decide.

   Jason pointed out that since the former County Attorney (Sloan) went to the trouble of researching all these rates, shouldn't the current County Attorney (Stocks) do the leg work on this, not the Board? Bill W. thought we should have Attorney Stocks in attendance for discussions of insurance. Bill H. thought we should have a mission statement for whoever will be reviewing our insurance requirements, that says what the purpose of this insurance is, what we're trying to accomplish. Are we just trying to shield the County, or is there something more?

   Tammy reiterated how many options there were, including not requiring any insurance. She said that Sloan set insurance requirements that completely protected the County, but there are airport users who think that <u>they</u> should be the ones to decide on insurance. We don't want to be on one extreme or the other. Shalee asked what problems people are having with our current insurance requirements, and Tammy said they think the limits are too high, they don't want to pay that much. Tara explained that the current objecting tenants, whose private attorney is Sloan, think that since they will not have subtenants or commercial activity, it's just a father and adult son, that their insurance limits should be lower. Bill H. clarified that the leases already require tenants to hold the County harmless, so that could be an argument for one extreme of requiring no insurance. He added that a middle ground would be, say, requiring only liability insurance. Jason, Jody, and Bill W. want Stocks to be the decision-maker, maybe put out a memo, they need some parameters. Jason wondered why we are making CNY tenants get more insurance than the transient planes flying in temporarily. Bill W. and Jody suggested we invite Stocks to the next meeting.

E. Discussion Items:

1. Project Reports
   a. Advertising (Mentioned in Future Considerations on 4/1.)
      Tammy said we want to establish standards for this, and asked the Board what they wanted our advertising standards to be. Bill H. said that he researched digital advertising, and the expense of it is the administration of it, managing the billing, and marketing the advertising opportunities. Jody said we could cut down on that administrative time by offering a minimum time of ad airing for a flat fee. Bill H. asked who currently manages the airport billing. Tammy said she sends the Clerk's office a

billing request spreadsheet every month. It's pretty much the same every month, and Bill H. said this advertising billing would be constantly changing, but said there are third party companies that can manage it for us, like our parking revenue. Tammy said Jenny had contacted Love's Communications, and Bill W. said it would be a good idea to ask Love's for a proposal. Jody reminded us that we may need 3 proposals, if the dollar amount meets a certain threshold. Tammy said since the County is contracted with Love's, they need not seek 3 proposals.

Tammy asked if they wanted only aviation-related ads, or tourism-related? The Board said they wanted any and all advertising. Shalee suggested we make the ad contract read "upon approval by Airport Management."

b. Ramp/Taxiway A1 - Bid accepted, waiting for grant offer from FAA. Tammy said we are still waiting on the ramp expansion. The FAA Reauthorization Bill just got passed. We are asking for discretionary money on that one. We are definitely moving forward with Taxiway A-1 this year. Tammy explained to Alex why they are required to move the threshold (because otherwise they would have to move Highway 191).

c. Generator for terminal - Tammy said it's completed. It will cover all the power that the terminal needs, not just some of it, and is an automatic switchover.

d. Drive through gate replacement - out for bids. Extended deadline for proposals to June 11, 2024. Tammy knows of 2 definite bidders.

F. Reports:

1. Airport Monthly Data Report - April & May 2024 & Virtower Data Enplanements are increasing. Fuel sales are still down, at least for JetA. Tammy defined enplanement for Alex. All of the money we get is based on enplanements. Tammy talked about how we can boost Contour's flight sales, and said that on June 18, Contour will be run by American Airlines, and that will help. We will then have a set gate space in Phoenix, which will help a lot with delays. Alex discussed Moab flight departure times, and connecting flights. Shalee said that is a problem everywhere, not just in Moab. Randy relayed that once we get with American, they will be able to track late passengers on their incoming connection, and wait for them. There was discussion about flights to Denver and Salt Lake City.

2. Director's Report for April & May 2024 – No questions.

3. County Commission - Bill W. asked about the vending machines.

4. City of Moab - Jason said the City Council recently walked around Main Street at different times of the day, observing traffic patterns and other conditions, hoping to make Moab more walking-friendly.

5. Travel Council - Alex said they are working on attracting weddings to Moab. They get rehearsal dinner requests all the time. He also talked about Rocky Mountaineer (the tourist train).

6. Solar Committee - Bill H. clarified that there will be 2 separate events: a walk-through at the Airport by Neighborhood Power, and then a solar presentation (online meeting) by Neighborhood Power. They are proposing a PPA (Power Purchase Agreement). Whatever power the site generates, we buy them all, at the set rate, for 25 years or however long. We would be paying this company about what we pay to Rocky Mountain Power, but it stabilizes our power, we get to go green, and we'd be at a fixed rate for a long time. He said it's on the Board to decide if this is a good deal or not. We need to get a REIP grant (for rural areas) to get this going. The County can't apply, but a small company <u>can</u> apply. This company will also work with investors in the beginning phases, and then recoup all their money later. The terminal is the biggest user of power at the Airport. Bill H. asked about grant-writing services at the County.

7. Other reports for Airport Board - Shalee said it would be great to have a Chamber seat on this Board. She said that representatives from all the Utah Chambers went to Washington D.C. A staffer for Senator Lee met with them, and wanted to know how they can help out Moab. They don't want us to feel isolated. These legislators can attend our Board meetings too.

G. Future Considerations

H. Closed Session, if necessary

I. Adjourn - at 5:55 p.m.