GRAND COUNTY AIRPORT BOARD
RESCHEDULED MEETING
MINUTES

September 9, 2024 @ 5:30 p.m.
Grand County Library, 257 E. Center Street
Moab, UT 84532

1. Call to Order
    1. The meeting was called to order at approximately 5:33 p.m.
    2. Members present: Jody Patterson, Bill Hawley, Bill Winfield (County Rep.), Laurel Catto, and Jason Taylor (Moab City Rep.). Alex Borichevsky (Travel Council Rep.) participated on Zoom. Airport Director Tammy Howland was also present.
    3. Members not present: Randy Martin and Shalee Bryant.
    4. Others present: Director's Assistant Tara Collins. Judd Hill and Thorsen Milton from Lochner (formerly Armstrong Consultants), Alvin Chung on Zoom.
2. General Business
    1. Approve minutes of July 1, 2024 (Regular meeting)
       Motion by Bill Hawley to approve the minutes, seconded by Jason, approved 5-0.
3. Citizens to be Heard - None.
4. Action Items: Discussion and Consideration (some for Recommendation to County Commission with approvals subject to limitation):
    1. Letter to County Clerk Gabe Woytek, requesting a monthly or quarterly report of Airport finances (drafted by Randy).
       Tammy said the letter was not ready; Jody said they'll skip this one.
       Tammy said now that the County has a new finance director, a lot of this has been worked out.
    2. Letter of intent from Alvin Chung to build a hangar, with lot choices and dimensions.
       Alvin spoke a bit about their intent (he and James Mabey), Tammy showed the T-hangar diagram and lot choices submitted by Alvin. Tammy said they're planning to use some of the BIL money for new taxilanes, and showed the taxilane diagram. He said he wants a 62' x 40' lot, but his diagram doesn't reflect that accurately; that will need to be revised. They discussed the minimum size required for a hangar (2,000 sq. ft.). Bill H. recapped the 2 options: we could modify the Minimum Standards to allow for smaller hangars, or Alvin could build a 2,000 square foot hangar. Laurel said we could make the lot size minimum 2,000 square feet, but allow smaller hangars inside that lot.
       Motion by Laurel to approve this concept plan as submitted, subject to revision of the minimum square footage, in the minimum standards. Seconded by Jason, approved 5-0.

3. Propose moving forward with digital advertising by Lions Back Resort for a minimum of one year until we get a system in place that meets the Board's expectations.
   Motion by Bill H. to let Lions Back go ahead with advertising, with the understanding that at the end of that advertising time, that they return whatever terminal space they use to its original condition. Jody mentioned a caveat that the time they're given should be: one year <u>or</u> until we get our advertising policies enacted. So if we get them enacted in 2 months, then they have 2 months. They wouldn't get the rest of the year, he said. Bill H. thought we should go ahead and let them start. **Motion seconded** by who?? Jody raised the question: what if, in the meantime, somebody else wants to do the same thing? Tammy mentioned that Palisade Colorado had inquired about advertising in the CNY terminal. Bill H. said we have other monitors already there for other advertisers. Tammy said Palisade wanted printed media on the wall, not digital. There was discussion about ways to get out of this contract. Jason asked what if another entity wanted to do their own digital advertising with their own TV's? Bill H. answered No, this would be the last one. He didn't want to keep them waiting any longer. Jason thought that in addition to this motion, next we'd need a moratorium on further digital advertising at the Airport. Bill H. reiterated that we really need an advertising policy. Jody clarified that the **motion** is to allow Lions Back Resort to digitally advertise for a minimum of one year, with the caveat that they return the space to its original condition. Approved 5-0.

4. Redline revisions to insurance requirements in CNY Lease Template, proposed by the Insurance Subcommittee.
   Tammy said we had a Subcommittee meeting on the insurance. The biggest change from that meeting was on the Auto insurance. Bill H. said he was in opposition to these revisions. Although, he did not have a problem with Builder's Risk Liability Insurance or General Liability Insurance. However, he said there are exceptions to General Liability. The other thing he wonders about is who will be policing these requirements.

   There was some discussion about tie-down customers versus hangar tenants. There was some discussion about automobile insurance - who should have to maintain coverage. Bill H. wondered why we need people to get auto insurance at all. Laurel said because it is reasonable and prudent, regardless of the chances of an accident happening. Laurel pointed out that these are very standard insurance requirements, in her experience with other airports. Instead of Hangar Keeper's Liability, Laurel suggested that the tenant get their liability insurance company to issue a written waiver of subrogation in favor of the Airport and the County.

   Motion by Laurel to approve these redline revisions, with the deletion of paragraph i., [the alternative to insurance: assets] and including a waiver of subrogation exception to hangar keeper's liability. Bill H. thought they had not discussed the redlines thoroughly enough. He redirected the discussion back up to property insurance. Jody said he didn't think they would get through the redlines tonight. The group went over the definition of "Improvements" in the Lease

Template, i.e. the hangar. Bill H. thought there were a lot of unnecessary rules and insurance requirements. Bill W. thought that Bill H. should be part of the insurance subcommittee. Jody asked if Bill H. would be part of the subcommittee. Bill H. nodded. Bill W. thought some provisions were reasonable, but that we had to be careful not to make this document too onerous. Tammy pointed out that this section was based on several other airports' existing lease provisions. Bill H. asked to see those other airports' leases and insurance provisions. Bill W. wanted to make sure that the final draft of this section would be reviewed by the County Attorney, and staff assured him that it definitely would be. Judd Hill gave his opinion, based on his experience of what other airports have for insurance requirements: while most have similar insurance requirements, it really comes down to what CNY needs specifically.

There was further discussion about waiver of subrogation for the County, when the County is a third party, i.e. not involved in the liability/incident. Bill H. thought that we shouldn't have a laundry list of insurance requirements for every possible thing that might happen.

Item was tabled for further research and discussion.

Tammy and Jody wondered about Randy, he hasn't been in touch. Jody said, interestingly, that Redtail had contacted him about getting one of their employees on the Board. Jody plans to respond with the general procedure for any potential Board member.

5. If insurance revisions are approved, bring Rydman lease back to the table.
   They weren't.

5. Discussion Items:

   1. Status of Solar Power Purchase Agreement with Neighborhood Power
      (was on the 8/6/2024 County Commission meeting, then C. A. Stocks had 2 more subsequent meetings.)
      Bill H. said the County Commission and County Attorney had some concerns with this project, and this company. Tammy outlined what those concerns were: the money we were supposed to save in the long run, that math doesn't work out. Bill W. said that the Commission would like us to move away from Neighborhood Power, and open it up. Bill H. wondered why we hadn't gone back to Neighborhood Power, and told them the County's concerns, and ask if they will change their proposal. Bill W. said that John Knight (local solar guy) had had several meetings with Neighborhood Power. Tammy said that since the article came out in the T-I, she had one local company contact her, and say they didn't see an RFP for this project. Bill W. thought there were too many people involved, that the solar study group should be narrowed down, so we know exactly who is working on it. Bill H. thought that whether we go with an RFP or another option, there should be somebody at the County level who is the gatekeeper of this project.

2. Project Reports
    a. Taxiway A1 Relocation - Tammy said the grant offer was signed and submitted to the FAA. The bid amount is $106,964 over the amount requested. To continue with the project Grand County can carry this amount until the end of the project and receive a full reimbursement. This item was approved at the Aug. 20 CC meeting. Phase II ramp expansion did not receive discretionary funding for 2024, but will have potential funds in 2025.
    b. Drive through gate replacement (FEMA Grant) - ICA finalized. Passed legal review on 8/6, sent to commission. Chair signed ICA on 8/13, and gate ordered. Gate has a 10-12 week build time.
    c. Mini-split heating/cooling unit for baggage screening area - ICA done & sent to Eco HVAC of Moab. Tammy said that area is exposed to the elements so much, it doesn't keep up with the heating & cooling of the rest of the building.
    d. FAA ATP BIL application submitted - terminal modifications. Tammy said they're waiting on approval.
    e. Emergency repairs for the terminal roof drain, and damaged fence caused by torrential rains on August 23rd.
    f. Taxi-lane preliminary design - see attached.

3. NTSB safety request for CNY. Tammy said that the NTSB notified us that the sky could be extra-dark on some nights. Someone mentioned that the dark skies are a selling-point for Moab, that's one of the reasons people visit here. Tammy suggested that pilots should turn on the runway lights when taking off at night. She said this is merely a request from NTSB. There's no requirement involved.

4. Draft CNY advertising policies - rough draft and make suggestions.

5. CIP list for FAA review - 2024 attached for reference. (This is the one prepared last year, for this year.) Tammy said they'll have their meeting with the FAA on Sept. 19 at UAOA. Judd said that this year they're going to add a line item for contingencies.

6. Reports:
    1. Airport Monthly Data Report - July & August 2024 & Virtower Data. Tammy said fuel sales are still down. Enplanements are also lower than last year, but we'll still hit our 10,000.
    2. Any questions on Director's Report for July & August 2024.
    3. County Commission - Bill W. said he would keep working to stabilize the solar power project, he said it got spread out over too many people.
    4. City of Moab - Jason said they are working on a plan for all the flooding. He went to the ULCT convention last week, and found out that going over-budget on projects is a state-wide problem, probably a nation-wide problem.

5. Travel Council (Alex dropped off Zoom)
6. Solar Committee (already covered)
7. (Lease) Insurance Subcommittee - Jody said we had beaten that one with a dead horse.
8. Other reports for Airport Board

7. Future Considerations

   1. Landgate presentation at October meeting - potential revenue/solar opportunities. There's no cost to us. Tammy explained that landowners can lease their land to an investment group, it's a way to advertise that this is intended for solar power projects (or wind, or mineral). We're in a good position, because we have 2 sets of transmission lines and a substation.

   2. Energy Systems Consulting - local resident, John Early, who works for Gardner Energy, saw the newspaper article and would like to consult with us for solar project.

   Bill H. said we needed to discuss the Redtail lease. He said they have a hangar lease for their new FBO building, and they haven't started building it. He requested it be on the next agenda, along with the extension of time we gave them to start building.

   Judd Hill said the process of selecting an engineer-on-contract would be coming up soon.

8. Closed Session, if necessary
9. Adjourn - at 7:48 p.m.