

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
MINUTES**

**November 4, 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 4:05 p.m.
2. Members present: Jody Patterson, Bill Hawley, Bill Winfield (County Rep.), Alex Borichevsky (Travel Council Rep.), Randy Martin, and Jason Taylor (Moab City Rep.). Laurel Catto participated on Zoom. Airport Director Tammy Howland was also present.
3. Members not present: 0
4. Others present: Director's Assistant Tara Collins, Judd Hill of Lochner (formerly Armstrong), David Everitt, Dan Wheeler, AJ Throgmorton, Rachel Paxman, Iris Palmer, Richard Packer, Don Mitchell. On Zoom was Eric Rivera of Lochner.

B. General Business

1. Approve minutes of October 7, 2024 (Regular meeting)
Motion by Bill Hawley to approve, seconded by Randy, approved 5-0. (Jason just arrived so did not vote.)

C. Citizens to be Heard - None

D. Presentations

1. Energy Solutions - 10 minutes + questions (Not present).

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

1. Interviews of applicants to the Airport Board (w/ term expiration 12/31/2026):
AJ Throgmorton, Rachel Paxman, Dan Wheeler, Iris Palmer, David Everitt, Richard Packer, Don Mitchell.
AJ Throgmorton: Worked 2 years as a river guide. Wants to get his pilot's license. He said the Airport could improve its marketing. He serves on the County Budget Advisory Board. Applied for City and County Planning Commissions. He would like to see a flight with a larger plane to SLC.
Rachel Paxman: She ran a tourism business for 30 years. She was on the Moab Chamber of Commerce, and the Travel Council Advisory Board. She has worked for airlines for 8 years, including American Airlines in Grand Junction. So, she has a relationship with the FBO, the rental car companies. She thought Denver and SLC were good hubs.
Dan Wheeler: He has been a pilot since high school, and in the aviation industry for 40 years. He was a mechanical engineer with the Nebraska Dept. of Aeronautics. In 2018 he started with Redtail Air, and is now director of operations. He's fielded many questions from pilots about flying over National Parks and Moab. He has served on Aviation Boards. He thinks there is potential

for growth at the Airport, and sees transportation to and from the Airport as the challenge.

Iris Palmer: She has worked for Redtail for 17 years, has worked a lot of the positions in the company, and is now the accounting manager. She was born and raised in Moab. She knows the FBO business and private aviation business very well. She sees the Airport has growth challenges, on the general aviation and private pilot side. Also, transportation challenges to and from the airport.

David Everitt: He has worked in outdoor recreation. He has been here since 1995. He was on the GC Planning Commission in 2002. He has been working in local government since 2008. He worked in the SLC Mayor's office for 8 years, and worked with the Airport Executive Director in that capacity, regarding the direction and planning of the SLC Airport. So, he grasps the operations and administration, and the political side of airports. He attended many airport board meetings in SLC. He is not in aviation, but he is totally into and passionate about Airports - both the operations side and the customer side. He was Moab City Manager for years. He now owns a bookstore.

Richard Packer: He is in the outdoor industry, recreation and tourism. He has a Bachelor's in Recreation and Tourism, and an MBA in that area. He's been in Moab since 2021, but has been recreating here for years before that. He has experience in branding and marketing. He's served on the boards of companies and non-profits. He is a skydiver. He is working on getting his pilot's license. He is an advisory to the board of Redtail. He has an E-motorbike business, and manages a glamping AirBnB. Regarding growth, he said lots of charters come through here, and they need hangars and apron space. He likes that boards have varying opinions and perspectives.

Don Mitchell: He is from Michigan. He started his aviation career in the military- the Air Force- in New Mexico, in 1986. He is a mechanic, and director of maintenance at Redtail Air. Most of his experience is with corporate aviation. He's been in Moab since February. The challenge he sees for us is apron space, especially for larger aircraft. Also, transportation to and from the Airport, to Green River and Grand Junction.

Jody noted that this was a first, to have this many applicants. Tammy appreciated that fact, all the interest. Randy noted they are all great candidates. Bill W. suggested a closed session to discuss. But the vote on the applicant must be made in open session.

Motion by Randy to go into Closed Session to discuss, under character and competence category, seconded by Bill H., approved 6-0. * * * * **Motion** by Jason to come out of Closed Session, seconded by Randy, approved 6-0. Closed Session adjourned.

Bill W. told all the applicants that it wasn't an easy choice, and that all the applicants' enthusiasm was heartening. They all would have made excellent choices to be on the Board. Jody said that Tammy related that if there is another opening, we hope all of the applicants would apply.

Motion by Jason to recommend Rachel Paxman be appointed to the Board, seconded by Bill H., approved 6-0. Rachel said she was honored. Jody explained next steps.

2. Letter to County Clerk Gabe Woytek, requesting a monthly or quarterly report of Airport finances (drafted by Randy).

Jody said the letter looked reasonable and sound to him.

Motion by Bill H. to accept and send the letter, seconded by Alex, approved 6-0.

3. New language drafted for minimum lease parcel size & hangar size in Minimum Standards (in response to 10/7 meeting).

Jody had been thinking about this, and said maybe we could designate a specific section for T-hangars, to have them closer together, so we could get more of them in there. Rather than have all minimum lot sizes be 2,000 sq.ft., and then only being partially used. With the additional taxiways, we might be able to designate x number of units within there. He thought that might be more aesthetically appropriate. Judd opined that it was definitely do-able. He showed the area on the ALP map. Bill H. said then the T-hangars could be loosely nested, or staggered. Jody said: then that would allow that community of T-hangar owners to not necessarily have to have a full 2,000 sq.ft. lease, which they would only be using half of. Judd pointed out that the only consideration there would be the local building codes and fire codes. Tammy said currently the spacing between the hangars is determined by the County Building Dept., based off the NFPA codes. She's working with Bill Hulse to get that nailed down. The fire inspector says 10 feet spacing. Bill H. said if you put up a fire-rated wall, you can put them closer together. Jody said if we do this in a forward-looking way, we'll be able to save space. Bill H. suggested that Judd draw something on the ALP to reflect this discussion. Judd said yes.

Motion by Randy to table this in order to rewrite the language, seconded by Laurel, approved 6-0.

4. Redline revisions to insurance requirements in CNY Lease Template, proposed by the Insurance Subcommittee.

Jody said he went back through the redlines, and the current lease template requirements. Then he looked at the last 5 leases that we've approved, and they're literally all different regarding insurance requirements. He compared insurance in the 5 recent leases (Heli X, FBO building, Redtail Lot 96, Rydman, and Rusty's Lot 118 hangar). Tammy said Lot 96 is different, because they rent that hangar from the County. So the County insures it, and they reimburse through rent. Jody said it would be nice if it were more uniform. Tammy said that was the importance of it being in the Minimum Standards, because they are applied across the board, regardless of if you have an older lease.

Motion by Laurel to approve the subcommittee's adopted redline, seconded by Randy. Discussion: Laurel said, to put the discussion into context, that she thinks it is important to remind ourselves that we are an advisory board. We do not have the authority to dictate contract terms to the County. And she does favor relaxing the current standards, and she thinks this proposal relaxes it pretty significantly,

from the lease she personally signed [with CNY in 2022]. But she thinks if we go much further than this in relaxing the requirements, it's not going to fly with the County Attorney. For instance, she said, if we try to go with some minimal, least restrictive standard that we see at some of the rural airports that popped up in Jody's survey, she doesn't think it's going to fly. It would be too big of a departure from the current lease template that the County Attorney last approved. She feels this is a good compromise, that we adopted a lot of the suggestions, and a lot of the sentiments that Bill H. has expressed, but if we go much further, it's going to be DOA when it gets to the County Attorney's office. Bill W. asked if this redline had been reviewed by the County Attorney, and was assured that it would be, before any leases can go to Commission.

Bill H. said there are things in this redline that he doesn't understand why they are on there, such as aviation liability. Jody explained that he could drive his airplane around and do a lot of damage to the Airport. So that needs to be covered with liability insurance. Tammy said it's one way for the County to protect itself with the known users of the Airport. Obviously we can't regulate the transients, but if one is based at our Airport, we have the opportunity to regulate that, to make sure our Airport is protected. Tammy said, it's just like driving your car. Bill said it's different, because we're selecting a group of people. We can't select hangar planes, and not select Redtail planes or tiedown planes. He said it should apply to all based aircraft. Tammy pointed out that it does say "for all the based aircraft in the hangar. Bill H. objected to "in the hangar", and Tammy pointed out that this is a lease. Jody said we would need to address it for all based aircraft (tiedowns) at some point, but that would be somewhere else in the Minimum Standards.

Bill H. brought up Hangar Keeper's Liability, and said he doesn't understand why that is in there, how does it relate to the County. Laurel said it is for a hangar owner, who keeps airplanes owned by someone else. Jody pointed out that the Hangar Keeper's Liability was already in the template, and it had already been vetted by the County Attorney, so we're not removing it because it was already there. Laurel said it's softened though, with the subcommittee's change, because it allows a hangar owner to eliminate this coverage if their tenants have aircraft hull coverage, and sign a waiver of subrogation. Laurel conceded that Bill H.'s point was good, i.e. to avoid having 2 layers of coverage, but the waiver of subrogation solves that. There was some discussion of Worker's Comp. coverage. Jody clarified that if any coverage is unattainable in the market, there is a work-around. Laurel gave as an example her own experience: commercial liability was not available during construction, and her broker emailed that fact, and the County Attorney simply waived that.

Motion Approved 3-2 (Laurel, Alex, Randy in favor. Bill H., Jody opposed.)

5. If insurance revisions are approved, bring Rydman lease back to the table.
Motion by Randy to approve the lease with the insurance revisions as just approved, seconded by Alex, approved 4-0, with Bill H. voting no.
6. Approve/Deny letter of intent for Skydive Moab to build a new hangar.

Tammy showed the ALP and a google earth aerial photo of the location. He wants to build on the east side of that taxilane. There would be space between Ben Byrd's hangar and Keith's proposed hangar. He wants to be near his skydive drop zone. Bill W. asked how much empty space there would be. Judd said 4 total hangars in that line, so empty space for three. Tammy admitted it is not desirable to build leaving that much empty space. Tammy said this section has not had an environmental assessment, but it will need to be done for the new taxilane. Judd said the last historic artifacts found out there were a tin can, and a wristwatch. Jody added: and a 1960's quarter. Bill W. brought up paving the taxilane to that location. Tammy said paving that area will come up later in this agenda. Jody said he didn't have a problem starting this process, and then making decisions about location and empty space later.

Motion by Laurel to approve, seconded by Bill H., approved 5-0.

7. Randy has declined to continue serving on the Insurance Subcommittee.
Now moot.

8. Extension Number 2 for Redtail to begin construction of their FBO building (in response to 10/7 meeting).

Motion by Bill H. to approve, seconded by Laurel.

Randy asked Dan Wheeler if 6 months was enough time, Dan said that's the plan.

Tammy clarified that that space is designated as an FBO area, so no one else can swoop in to that spot. **Motion** approved 4-0.

F. Discussion Items:

1. Project Reports

- a. Taxiway A1 Relocation - Grant offer signed and submitted to the FAA.
Construction to start in the spring.

Tammy asked to combine this with f.: CIP update. Tammy said this project will start in the spring, based on the contractor giving us their estimate of timing. We didn't want the Airport closed for the winter. They just had their meeting with the FAA to discuss their CIP list, how they will use their entitlement money. This is where our 5-year plan comes in for projects. Overall, they got some good news, and some things they need to work on, that she will be bringing to this Board. Judd said the CIP looks at 5 years, then to 10 years out. They do that for budgeting reasons.

Originally this project was bid out as Taxiway A1 connector and an Apron expansion. Judd said The FAA was trying to get discretionary funding, but they were not able to do so. So Taxiway A1 was awarded, but the Apron expansion was not. So the Apron will go out to bid again as a 2025 project. It has 3 schedules: Apron reconstruction, Apron expansion, and the Taxilane construction. There will also be a slight relocation of the fueling facility. Standard funding is FAA pays 90.63%, and the County picks up the extra 9.37%. For the next 2 years, the FAA is picking up 95%. So one benefit of the Apron project getting kicked off is that the County will now only have to cover 5%. Also, a couple years ago there was the Bipartisan Infrastructure Law (BIL) funding, and that is roughly \$1.1 million per year. Entitlement \$ is based on enplanements, the BIL \$

which is a 5-year program, and then discretionary funding, which is a nation-wide pot that you compete for nationally. Their priority is runways, then taxiways, then aprons. The hardstand is the #1 priority, because of the need for parking. Further CIP: The new ARFF truck will be in 2026. Judd said we're not eligible for State funding, because we are a primary commercial service airport.

Judd said the State owns the VOR that's on our Airport. (Very High Frequency Omni-Directional Range, a short-range radio navigation system used by pilots to guide aircraft.) It needs to be moved out of the critical area, and for future development projects. But it could be moved to BLM land, just off the airport.

- b. Drive through gate replacement (FEMA Grant) - Gate ordered. Gate has a 10-12 week build time.
- c. Mini-split heating/cooling unit for baggage screening area - Passed legal review. Waiting on Contractor.
- d. Lionsback digital advertising - waiting on insurance cert.'s.
- e. FAA ATP BIL application submitted - terminal modifications. CNY did not receive the grant.
- f. CIP update.

G. Reports:

- 1. Airport Monthly Data Report & Virtower Data - October 2024
- 2. Any questions on Director's Report for October 2024
- 3. County Commission
- 4. City of Moab
- 5. Travel Council
- 6. Solar Committee
- 7. Other reports for Airport Board

H. Future Considerations

- I. Tammy said we currently have RFQ's out for Engineer and Planner of record. Bids are due by November 18, so that will be on the December agenda.

J. Closed Session, if necessary

K. Adjourn - at approximately 7:13 p.m.