

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING**

**Grand County Courthouse
125 E Center St.
Hybrid virtual participation on Zoom
Moab, Utah**

**MINUTES
November 3, 2025**

The Grand County Airport Board met in a regular meeting on November 3, 2025. The meeting was held in-person at the Grand County Commission Chambers with hybrid virtual participation available via Zoom.

Board Members Present: Jody Patterson, Bill Hawley, Jason Taylor, Rachel Paxman, Dan Wheeler, Bill Winfield

Board members on Zoom: Lori Maughn

Board members Absent: Howard Trenholm, Randy Martin, Ted Curtis

Present on Zoom: Thorsen Milton with Lochner, Alyssa Martyn

Staff present was: Andrea Erwin, Jessiqua Zufelt, and Steve Gleason

Others Present: Alan Rydman, Judd Hill

Call to Order: Jody Patterson called to the meeting to order at 4:02 p.m.

Citizens to be Heard – None

General Business

1. **Minutes October 6, 2025** – Motion to approve the minutes of October 6, 2025 by Rachel Paxman. Second by Jason Taylor. MOTION CARRIED UNANIMOUSLY
2. **Airport Fee Schedule** – Steve Gleason discussed ground and airside lease rates, explaining that many leases have not been adjusted per the CPI as required. A non-invasive audit of all airport leases is underway to ensure consistency and compliance. Discussion included clarification on lease rate differences between Hangars A and B, and how CPI adjustments have been applied. Steve explained that the \$0.31 per square foot rate represents an estimated ceiling rate for planning purposes. Board members discussed the process for communicating rate adjustments to tenants and ensuring consistent application of policy. Steve noted that water rates have not kept up with costs and that the County is currently covering the majority of airport water expenses. Plans are in place to install meters and establish a fair usage-based rate. Garbage fees were also reviewed; current tenant contributions total about \$5,000 annually while the airport's total cost exceeds \$13,000. Bill Hawley clarified past adjustments and questioned rate history; Bill Winfield recalled that water rates were redlined last year. Airport staff will continue to work on updating the fee schedule and auditing leases.

Discussion Items

3. Project Reports

- a. **Taxilanes E, G & J** – Judd reports that paving for Taxilanes had not begun due to an asphalt mix design change required by TSJ. Test paving was anticipated for later in the week, using the same asphalt mix for all lanes. FAA tolerance standards for the test strip will allow flexibility for minor deviations without penalty.
 - b. **Taxilane F** – The first test strip will be done on F, if it fails we have less requirements as the FAA paid project so there is potential to keep the failed asphalt and save the county money.
 - c. **Apron Expansion** – Concrete expansion being done by LeGrand is expected to start spring of 2026, weather dependent. Apron rehab near the fuel farm will also occur in the spring and be completed by TSJ. The airport entrance road will be reworked as part of the upcoming projects and may temporarily affect tenant access.
4. **Contour Marketing** – Jessiqua reached out to Riley, Contour says we have already spent the \$25,000 for 2025 between online ads and the billboard. Jody received an email from Howard, and believes that artwork has been approved and the process of the billboard has started. The board would like to see final costs of the billboard, and what those costs look like.

Reports

- 5. **County Commission** – Bill Winfield reports there are a lot of things going on at the county but nothing for the airport board. He said that there have been several requests for re-classifications and they far exceed what is available in the budget. The airport is trying to get the Admin Assistant position full time, and need to get an Ops Manager.
 - 6. **City of Moab** – Jason reported that the UDOT bulb out study is over. New garbage cans for Main St. have been ordered.
 - 7. **Travel Council** – Howard Trenholme was absent, no report.
 - 8. **Contour Station Manager** – Rachel reports everything is going good. They are back to just two flights a day.
 - 9. **Director's Report** – Steve reports that the water leak at the well has been repaired and was quite significant. Steve has received several phone calls with people interested in building hangars. ARFF truck is going out to bid this month, we won't receive it for two years. Steve reports that the firetruck tank is working well.
10. **Miscellaneous**

Future Considerations

Closed Session(s) (If Necessary)

Adjourn – Jody adjourned the meeting at 5:07 pm.

ATTEST:

Jody Patterson Chair, Grand County Airport Board

Steve Gleason, Airport Director