

**GRAND COUNTY AIRPORT BOARD
REGULAR MEETING - MINUTES**

**June 7, 2021 @ 5:00 P.M.
Council Chamber, 125 E Center St
Moab, UT 84532**

Join Zoom Meeting

<https://us02web.zoom.us/j/81010539789?pwd=bWhPL1FTYmUvWCtOdEo5d1pyQ3dFQT09>

Meeting ID: 810 1053 9789

Passcode: 462076

Call-In 669-900-6833

1. Call to Order
 - a. Meeting called to order at 5:06 pm on June 7 by Chairman Groff.
 - b. Members present: Bill Groff (Chair); Jody Patterson (Vice Chair); Mary McGann (Commission Representative); Howard Trenholme; Norm Knapp; Andy Solsvig (Airport Director).
 - c. Members not present: Ben Byrd; Karen Guzman-Newton (was on briefly)
 - d. Guests: Eric Rivera – Armstrong; Tom McKay – Moab Express; Taylor Hall

2. General Business
 - a. Approve minutes of May 3, 2021 Airport Board meeting.
 - i. Motion to approve minutes by Trenholme, 2nd by McGann.
 - ii. Discussion: None
 - iii. Motion passes unanimously.

3. Director's Report
 - a. Safety Report
 - i. Red Rock Balloon flew over hangars and across runway due to winds. It was controlled. Airport staff coordinated efforts for escorting.
 - ii. One flight diversion to Grand Junction and one cancelled flight due to weather in Denver.
 - iii. S.O. responded to unruly gentleman in the terminal who was denied booking a ticket for the flight. The individual was witnessed by the Airport Director and the deputy took the individual back to Moab.
 - b. Meetings and conversations with the following groups:
 - i. May 5th First Flight to Salt Lake City on Delta Air Lines.
 - ii. Presentation from a company (Vioci) regarding Part 139 inspections and lease management.
 - iii. Weekly talks with Armstrong regarding projects and grants.
 - c. Misc. Items:
 - i. Board can read through those items.
 - d. Training Completed:
 - i. Annual ARFF Fire training per Part 139 requirements for four staff. Training was held in Telluride. This is required each year.
 - ii. ANTN Digicast Videos:
 1. NFPA Updates
 2. Assisting NTSB with Airport Responses
 3. Benefits of Hosting a Solar Farm
 - iii. Two staff members completed PHTLS (Trauma) Certification.

- iv. One member completed Rail Car Safety & Incident Management.
 - e. Upcoming Flight Schedule.
 - i. June commercial schedule is as follows:
 - ii. 9:02 AM Arrival from Denver and 10:21 AM Departure to Denver
 - 1. Except Tuesday and Wednesday (no flight)
 - iii. Daily 12:35 PM Arrival from Salt Lake City and 1:15 PM Departure to Salt Lake City.
 - iv. 2:55 PM Arrival from Denver and 3:37 PM Departure to Denver
 - 1. Tuesday and Wednesday Arrives at 2:56 PM and departs at 3:37 PM.
4. Airport Monthly Data Report
- a. Significant increase in May. 3rd busiest month on record.
 - b. 41% increase in AVGAS
 - c. 56% increase in Jet-A
 - d. Double the General Aviation activity compared to 2019. Larger equipment (airplanes) noticed.
 - e. Skywest enplanements are now broken out between SLC and DEN flights.
 - f. Still waiting on Enterprise numbers.
5. Citizens to be heard
- a. Tom Mckay – Moab Express
 - i. Activity of Lyft and Uber at the airport and around town. Had a complaint from a customer.
 - ii. Unsure where the airport stands on this issue? What can be done?
 - iii. There is a lot of under-the-table work being done by drivers. Wanting to bring your attention to this matter.
 - iv. Would be nice if the airport could block them like at other airports.
 - b. Chairman stated this is a difficult subject to control.
 - c. Director stated there has been one driver we are aware of and this has been discussed with them. It's been a cat and mouse game of them stating they are an independent contractor and the company (Uber/Lyft) needs to pay the fee. The problem is being able to get a hold of anyone with these companies. Looked and searched for information regarding a contact and even asked the driver for contact info with no information. The Director did contact the County Administrator to check into any business licenses. If there is one then fees will be paid, if there isn't one then they are operating illegally.
 - d. Have not found out about the business license as of yet.
6. Discussion Items (Interjected for other reports):
- a. Project Updates:
 - i. Historic Property Treatment Plan (HPTP)
 - 1. Jody reported a draft report submitted to Armstrong and the Director for review. Comments received. The draft will then be sent to BLM, SHPO, and FAA.
 - ii. ARC – Phase II: Blue Hills Road & Wash
 - 1. Ready for notice of award.
 - 2. Received four bids on the project. Discussion on process and the contractor who provided low bid. TSJ Construction.
 - 3. The numbers came in a little high but not too much over engineer estimate.
 - 4. Submitted a grant application for grant 40 with the FAA to cover the overage cost of the project.

5. Director stated the grant was previously approved in January 2020 and all associated documents can be approved which the County Commission Chair will be able to sign. A notice of award will be coming.
 6. Starting date will be after July 15th due to additional wildlife study work needed.
 7. How long will the project go? There is a 50-day construction period for schedule one and then will continue with schedule two into the fall.
- iii. SRE Building
1. After receiving bids and with material costs increasing along with lead time, it would be at least 6 months out and into 2022.
 2. The thought is to get design done for the building and bid in 2022 to hopefully get better numbers.
 3. Will move forward with equipment acquisition.
 4. Grants 38 & 39 have been received.
 5. The grants are 100% funded but will go to June 15th County Commission meeting for approval.
 6. Two companies bid on the equipment. A brief description of the equipment and attachments were made.
 7. Hoping to receive equipment before winter season.
- b. Car Rental Agreements
- i. Work in progress and another review.
 - ii. Have an opportunity to check interest of other companies for RFQ.
 - iii. There is interest from offsite rentals and Hertz.
 - iv. There is demand and interest to consider expanding the operation.
 - v. Comment of encouraging this approach for additional interest.
 - vi. Comment is there are not enough cars to rent. The more cars the better.
 - vii. Director will look into the process and report at next meeting.
 - viii. Landside infrastructure and car wash facility is a concern.
- c. SkyWest Agreement
- i. Working on the draft. Going month-to-month at the moment.
 - ii. Agreement will be tied to Essential Air Service agreement term.
- d. Funding for Landside projects
- i. The ideas of infrastructure to pave the parking lot, the entry road and other amenities.
 - ii. Don't know how to pay for it but can look into grants, TRT funds, CRB loans.
 - iii. Will need cost estimate for the work.
 - iv. Talk with County Roads Department.
- e. Operating Agreements
- i. Been trying to meet with Skydive to get this finalized.
- f. Solar Committee
- i. Put forth a proposal to the Director.
 - ii. Director has asked for electrical use information and would like a 3-year average.
 - iii. Another piece is getting a budget amendment but the county is finishing up an audit and then get a budget amendment approved and maybe consider setting aside some funds for a solar project.
 - iv. Board Member McGann stated the County is looking into Blue Skies and may be buying solar credits. Creating solar farms is really for a developer to do.
 - v. Can we pursue getting a developer on board to do the work? We can look into that but would need to get a developer interested first. The best way for the County is to buy solar credits and then get involved with Blue Skies which will open up the ability to get funding.

- vi. Director stated liking the idea of doing something smaller initially to help offset the electrical costs and usage. Then look at something larger down the road. Need to look at all options.
- vii. Board member McGann stated it would be pretty simple to do something for the airport and then pay off the solar panels.
- viii. Board member Hawley prefers the smaller approach like residential to help get a net zero electrical use. A larger site will require more regulatory requirements. The proposal was to set up some sort of agreement with the Airport to get a company to help finance the project. Want to move forward with a RFQ/RFP. Can't really present something until we go through this process.
- g. Hangar Development Committee
 - i. Consists of Ben Byrd, Bill Hawley and Norm Knapp has shown interest. Also included the Airport Director.
 - ii. Set up meetings.
 - iii. Director stated some of the emails and establishing the expectations and guidelines for future developers.
 - iv. Board member Hawley mentioned there are two facets with private development who pays all the costs and the other is where the County becomes the developer. The private development is pretty well spelled out.

7. Action Items:

- a. Moab Express Lease Agreement
 - i. Director stated the proposal is to have a kiosk in the terminal building renting 16 square feet for an employee to stand and represent the company. Relatively simple lease agreement. Currently in the negotiating phase. A draft is in the works.
 - ii. Tom McKay mentioned we are close to the same page on the Agreement and explained the use of the space.
 - iii. Motion made by Trenholme to approve an agreement once completed.
 - iv. 2nd by Knapp
 - v. No discussion.
 - vi. Motion passes unanimously.
- b. Taylor Fence contract for gate controls
 - i. Director stated there is a meeting on Wednesday for Taylor Fence to look at the gate operator sensors which may adjust the cost of the agreement.
 - ii. The previous bid amount expired and costs increased and reason a new contract is needed.
 - iii. Will need approval to move forward.
 - iv. Motion to approve a future agreement not to exceed \$10,000 made by Knapp. 2nd by Patterson.
 - 1. Does it include parts and labor? Director stated yes.
 - 2. As a reminder, four companies were contacted. Two did not respond. One contractor withdrew and now we are on the fourth contractor.
 - v. Motion passes unanimously.

8. Future Considerations

- a. PFC (Passenger Facility Charge) Application - 2021
 - i. Work in progress.
- b. Consideration for covered parking with solar panels.
- c. Charging station at the airport for electric vehicles.

- i. Director stated more and more airports are doing this. Would be great to look for a grant related to this.
 - d. FBO Agreement
 - i. Director will be negotiating with Redtail this month and set up meetings for those discussions.
 - ii. Hoping to bring a draft to the board at next meeting. Need to have approval done in July.
- 9. Closed Session (if necessary)
 - a. None.
- 10. Adjourn
 - a. Chair adjourned the meeting at 6:13 PM.

Submitted by: Andy Solsvig, Airport Director