

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

**October 4, 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 5:00 pm on October 4, 2021 by Chairman Groff.
 - b. Members present: Bill Groff (Chair); Jody Patterson (Vice Chair); Norm Knapp; Ben Byrd; Bill Hawley; Karen Guzman-Newton; Andy Solsvig (Airport Director).
 - c. Members not present: Mary McGann (Commission Representative)
 - d. Guests: Eric Rivera (Armstrong); Jennifer Gleason; Randy Martin and Dan Wheeler (Redtail)

2. General Business
 - a. Approve minutes of August 2, 2021 Airport Board meeting.
 - i. Motion to approve minutes by Knapp, 2nd by Guzman-Newton
 - ii. Discussion: None
 - iii. Motion passes unanimously.

3. Director's Report
 - a. Director mentioned reviewing the safety and security first.
 - b. Safety Report
 - i. After further inspection and discussion, it was determined the runway holes are a result of lighting from a storm the evening before.
 - ii. 9/25 mountain bike found leaning against the fence on airside. Fabric laid over the fence. Notified tenants, no responses or other information as of yet.
 - iii. 9/25 There were a few skydivers that landed away from the landing zone. The reason is a result of a different aircraft being used over the weekend. A King Air 360 is much faster and people were adjusting. No injuries or incidents. Skydive picked up the jumpers. These were all solo jumpers. No tandems had issue.
 - iv. 9/26 Suspicious person asking weird questions. Person did not seem aware of where they were. Individual flew back to SLC on 9/28.
 - v. 9/29 Sheriff Deputy called asking about someone reporting an aircraft landing somewhere. After investigation, there were some local bush pilots that landed at the dirt strip near the sand dunes. Pilots land there all the time. This was reported back to the Deputy.
 - vi. Addressed local bush pilots to please not land in the safety areas as the tires can create ruts. We understand the crosswind runway is currently closed so please be cautious.
 - c. Meetings and conversations with the following groups:
 - i. FAA Certification inspection September 20-22. Director reviewed the write-up items with the group and the corrective actions taken.

- ii. Talked with group of powered parachutists about their options for flying, taking off and landing. Airport Rules & Regulations state only the Skydive area and crosswind runway can be used if on airport property.
 - iii. Responded to two complaints:
 - iv. Bush plane flying low over the river. This is legal by regulation but any pilot should keep the 500-foot rule into consideration.
 - v. Helicopter flying low over Moab. It's a Chinook type helicopter that was making its way to California. Was coming from Eagle, CO and passing by. Not sure why the aircraft was flying low.
 - vi. Provided airport tour to August Granath (Economic & Tourism Director) to discuss various things about the airport.
 - vii. Met with Armstrong and subcontractor to discuss the water feasibility study and the various things involved and what we are trying to identify along with options for solutions.
- d. Misc. Items:
 - i. Board can read through those items.
- e. Training Completed:
 - i. Online Security videos with Digicast.
 - ii. Practiced 3-minute drills with ARFF truck. Directly tied to FAA Certification.
 - iii. Airport Certification training preparations.
- f. Upcoming Flight Schedule.
 - i. October commercial schedule is as follows:
 - 1. DEN:
 - a. 10:05 AM Arrival and 10:40 AM Departure (Thu, Fri, Sat, Sun, Mon)
 - b. 2:35 PM Arrival and 3:05 PM Departure (Daily)
 - 2. SLC:
 - a. Daily 12:35 PM Arrival and 1:15 PM Departure.
- g. Questions:
 - i. Regarding airside training, is the Airport notifying people when they expire? Some people called who's pin expired.
 - 1. Director explained an employee goes through the list each shift and will update the list by either cancelling the pin or we may reach out to the tenants. Airport will work to be more proactive in cancelling gate codes. There is always a staff member at the airport to assist with any training.

4. Activity Report

- a. Avgas sales were down.
- b. Jet sales are up.
- c. Enplanements up 42% with a load factor of 62% for the month of September. The Delta passengers have shown growth.
- d. Business activity is doing well.
- e. The airline will likely pull the SLC flight for the winter months. Request has been made for twice weekly but waiting to hear back from the airline.
- f. Board member asked when we may find out about the flight. Director stated in the next week or two because of the airline scheduling.

5. Airport Budget Overview

- a. Director shared spreadsheets of what is being worked on in preparation for the 2022 budget. The various line items with detailed notes on justification for how that number was created. Director discussed the pursuit of cost centers in the future. This is a work in

progress. Cost center categories can then determine how to adjust rates and charges to help cover that expense.

- b. Question on how many people are employed at the airport?
 - i. Director stated 6 full-time and 3 part-time positions. Wanting to remove the part-time positions to use those funds toward a full-time position to help with coverage during sick/vacation times.

6. Citizens to be heard
 - a. None

7. Arches / Canyonlands Slots – Redtail
 - a. Randy with Redtail discussed the FAA and National Park service coming out with a proposal to limit the number of commercial flights over the parks.
 - b. Redtail is operating under an agreement from 2001 which allows a specific number of fly overs. The FAA and Park service is wanting to reduce the number of flights.
 - c. Randy mentioned the full number of slots allocated were reached in August.
 - d. Since the Park service is using a three-year average when flights were reduced there is concern its not reflective of actual flights and demand.
 - e. 24 National Parks are under review and being reviewed, six of them in UT.
 - f. Question: Are there minimum height requirements? Randy mentioned to maintain at least a 2,000-foot limit but on average fly 2,300-2,800 feet above ground.
 - g. Question: Why is this an issue? There were a number of suits from environmental groups which is forcing the Parks to review flight plans.
 - h. More people were taking same day flights because of Arches being closed and not allowing people into the park.
 - i. These decisions are going to cause business impacts.
 - j. Question: How does it work if another operator comes and wants to fly the routes? Dan mentioned they cannot do that as a certain number of routes are provides to certain operators.

8. Discussion Items (Interjected for other reports):
 - a. Project Updates:
 - i. ARC – Phase II: Blue Hills Road & Wash
 1. Coordinating with contractor for runway work during the night hours of 7PM to 7AM.
 2. The safety area and grading is complete.
 - ii. SRE Equipment
 1. Waiting for delivery and attachments later.
 - iii. Building
 1. Wrap up design in the next month or so.
 2. Building will get bid in February/March.

9. Continuation of Discussion Items:
 - a. Director stated over the last three weeks there has not been enough time to review any agreements or contracts.
 - b. Redtail Agreements
 - i. Postpone until next month. This is a work in progress.
 - c. Skydive SSO
 - i. Tabled.
 - d. Solar Committee
 - i. Files of information have been received and it's a matter of collecting the data.

- ii. Mr. Hawley mentioned he is willing to help with compiling.
- e. Hangar Development Committee
 - i. Will send out a note to the group about planning meetings.
- f. Question on discussion items for the Pavilion idea in the terminal area.
 - i. Director stated there are likely terminal modifications or an extension coming. Could look at baggage claim coverings. Would like to look at the space holistically.
 - ii. Hawley stated it would be self-funded. Use volunteers labor to have it built.
 - iii. Consideration of a size costing \$3,500-\$4,000. Probably 12' x 12'

10. Action Items:

- a. Interview of nominated Travel Council member to the Airport Board – Jenny Gleason
 - i. Airport Board asked interview questions to the nominee.
 - ii. Motion to approve Jenny Gleason to the Airport Board by Knapp.
 - iii. 2nd by Guzman-Newton.
 - iv. Motion passes unanimously.

11. Future Considerations

- a. PFC (Passenger Facility Charge) Application
- b. SkyWest Agreement
- c. Car Rental Agreement
- d. ATM – Terminal
- e. Groff made the comment some people have asked when there might be a roof over the baggage area. It was planned with the terminal but not enough funds to do the project.

12. Closed Session (if necessary)

- a. None.

13. Adjourn

- a. Chair adjourned the meeting at 6:09 PM.

Submitted by: Andy Solsvig, Airport Director