

**PUBLIC MEETING
GRAND COUNTY AIRPORT BOARD
REGULAR MEETING
AGENDA**

**March 7th, 2016
5:00 P.M.**

**Grand County Council Chamber
125 E Center St
Moab, UT 84532**

- Call to Order
- Review and Approve Minutes of 2/1/16 Airport Board Meeting
- Discussion of airport data
- Manager report and safety related issues discussion
- Discussion and consideration of airport sign contest.
- Discussion of FBO fuel storage.
- Discussion of ground transportation fee.
- Discussion of terminal remodel proposal.
- Future Considerations
- Closed Session (if necessary)
- Adjourn

Those with special needs requests wishing to attend Airport Board meetings are encouraged to contact the County two (2) days in advance of these events. Specific accommodations necessary to allow participation of disabled persons will be provided to the maximum extent possible. Requests, or any questions or comments can be communicated to: (435) 259-1346.

Posted by: Judd Hill, Airport Manager

Date _____ Time _____

February 1st, 2016 Airport Board Minutes

Members Present: Bill Groff (Chair), Bob Greenberg (Vice-Chair), Bill Hawley, John Knowles, Norm Knapp, Rory Paxman, Jody Patterson, Judd Hill

- A. Meeting called to order by Vice-Chair Greenberg at 17:00.
- B. Review and Approve minutes of 1/4/16 Airport Board meeting.
 1. Remove duplicate statement.
 2. Motion to approve by Knapp, 2nd by Knowles; unanimous vote.
- C. Discussion of airport board data.
 1. Low enplanements with no air carrier.
 2. Some skydiving in January is new.
- D. Manager's Report and Safety Discussion.
 1. Everyone got a letter regarding behavior on the airport, and how it can relate to their lease.
 2. Boutique is trying to get housing for pilots and local employees.
 3. Final design of terminal was \$7.5M. We will not be able to get funding. We will be working with their cost estimates to develop an alternative.
 4. Multiple airports/states from are considering getting a bill to facilitate the return of TSA.
- E. Discussion and Consideration of leases for vending machines.
 1. Judd Hill stopped managing Coke machine because of a potential conflict of interest. He had operated machines for past 3 months.
 2. Contract recommended for 10% revenue cost with VendMoab.
- F. Discussion of Airport Board Meeting Dates (for 2016).
 1. Meetings will be 1st Monday of the month at 5PM. If 1st Monday is a holiday, meeting will be on the following Monday.
- G. Discussion of new and existing ground leases.

1. Working towards updating and/or replacing existing leases to reflect the actuality of airport operations. Specifically, operating businesses out of hangars and that hangars are being sub-let.
2. New leases will be brought back to Airport Board after they have undergone legal review over the coming months.

H. Discussion of ground transportation fee.

1. Multiple airport fees were established, including several new fees. Multiple comments have been made on the ground transport fee.
2. Ground transport fee is \$500/year for a company not based at the airport.
3. Other airport's fees were discussed. A 15 passenger van at SLC is paying over \$15,000/year. St. George charges \$600/year + parking spot.
4. Local comments from Moab Taxi stating not happy, but will pay so they can do business at airport.
5. Recommend getting a sticker to identify what companies have paid appropriate fee.
6. It needs to be equal for everyone.

I. Discussion of Code of Conduct.

1. Several copies have been submitted.
2. FAA does not have problem with language.
3. Should be included in Minimum Standards and/or Rules and Regulations.

J. Discussion of terminal remodel project.

1. End product of design is not achievable.
2. A subcommittee (Groff, Hawley, Hill) will address how to scale their results to a modified design for CIB submission.

K. Discussion of airport sign contest.

1. Tabled until Bill Hawley Returns.

L. Future Considerations.

1. Report back on Ground Transportation fee.
2. Congressman letter for TSA support.
3. Airport sign contest.

J. Adjourned at 17:50 without objections.

-End of Report-

Respectfully submitted by: Judd Hill, CNY Mgr.

DRAFT

Company	January	February	March	April	May	June	July	August	September	October	November	December	Total
Boutique Air - Landing	\$ -	\$ -											\$ -
Pinnacle Helicopters - Landing	\$ 7.00	\$ 10.50											\$ 17.50
Skydive Canyonlands - Landing	\$ 4.34	\$ 19.53											\$ 23.87
Skydive Moab - Landing	\$ -	\$ 13.02											\$ 13.02
Redtail Aviation - Landing	\$ 96.54	\$ 97.38											\$ 193.92
Redtail Aviation - Fuel	\$ 368.96	\$ 435.36											\$ 804.32
Redtail Aviation - Ramp Fee	\$ 342.00	\$ 243.00											\$ 585.00
TOTAL	\$ 818.84	\$ 818.79											\$ 1,637.63

Canyonlands Field Airport Data 2016

January February March April May June July August September October November December TOTAL

Avgas Data - Gallons Used/Sold

MONTHLY TOTAL	1725.24	2567.64											4292.88
Year 2015 total	856.1	1353.7											46990.4

SS - \$5.09 (5.11 avg, 4.19-5.75)

SLC = \$5.29	Jet A Fuel Data - Gallons Used/Sold												
MONTHLY TOTAL	3951.04	4130.18											8081.22
Year 2015 total	3685	3704.9											116456.3

SS - \$4.15 (4.79 avg, 4.15-5.54)

SLC = \$4.98	Fuel Flowage Fee Report												
Retail @ .06 gal	\$368.96	\$435.36											\$804.32

Enplanement Data

Retail	11	26											37
Boutique Air	0	0											0
Skydive Moab	0	11											11
Pinnacle Helicopters	8	12											20
Skydive Canyonlands	2	9											11
TOTAL (139 only) unofficial	11	26											37
2015 total (139 only)	258												4836

Landing Fee Report \$0.65/1k# MTOW

Boutique Air	0	0											
Boutique Air Total	\$0.00	\$0.00											\$0.00

Retail Aviation

C-172 @ 2550#	5	13											
C-206 @ 3600#	0	0											
C-207 @ 3800#	23	19											
C-210 @ 4000#	4	3											
K-100 @ 7255#	3	3											
Retail Total	35	38											
Retail Landing Fees	\$96.54	\$97.38											\$193.92

Skydive Moab 182

Skydive Moab 182	0	6											
SM Monthly Total	\$0.00	\$13.02											\$13.02

Skydive Canyonlands 182

Skydive Canyonlands 182	2	9											
Skydive Canyonlands Navajo													
SC Monthly Total	\$4.34	\$19.53											\$23.87

Pinnacle Helicopters

Pinnacle Helicopters	4	6											
Monthly Total	\$7.00	\$10.50											\$17.50

Mo. Land. Fee Total

Mo. Land. Fee Total	\$107.88	\$140.43											\$248.31
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Ramp Fees Collected

Acft Over 25k # @ \$225	2	1											3
Acft Over 10k # @ \$60	2	3											5
Total	4	4											8
Total \$\$\$ Collected	\$570.00	\$405.00											\$975.00
Paid to County	\$342.00	\$243.00											\$585.00

Manager Report
Canyonlands Field (CNY)
3-07-2016

1. Boutique Air is expecting to be flying in March. They have most plans in place, currently working on getting new aircraft on certificate. Chamber of Commerce would like to do a ribbon cutting of sorts for their startup.
2. Taxiway lighting project has been progressing on schedule. At present time, the L.E.D. lights are being installed into the concrete bases.
3. Runway was closed for 2 days (from 06:45 – 17:00) during taxiway lighting construction. Several local flights were allowed to proceed (i.e. airmail); several planes (Angel Flights) were allowed to land despite no prior scheduling. One jet was denied permission to schedule a landing because it was a G-5 that would have required stopping construction for approximately 2 hours.
4. A month-long lease was initiated between Mesquite Electric and Grand County for an office lease for Armstrong Consultant field engineer overseeing taxiway lighting project.
5. Met with representatives of Jason Chaffetz's office, along with other city and county entities. They are willing to support airport whenever possible.
6. A letter was drafted, and approved by the County Council to support federal legislation for the 'Treating Small Airports Fairness Act' or the 'TSA Fairness Act'. It was co-sponsored by Hatch in the Senate and Chaffetz in the House of Representatives.
7. TSA lease ended on 2/26/2016; a \$65 refund needs to be issued to GSA since they paid for lease through 2/29/16.
8. Meeting with Ruth Dillon, Chris Baird, FAA, BLM, and Armstrong Consultants about Environmental Assessment and Blue Hills Rd.
9. Environmental Assessment for runway expansion has been progressing. Currently FAA and BLM are trying to coordinate what is needed for total long-term airport expansion. FAA has recently requested that the EA encompass the entire scope of the project and not just the short-term C-II upgrade that occurs entirely on airport property.
10. Redtail is still pursuing more information on moving county-owned hangar.
11. Skydiving and helicopter tours are underway.

12. Airport tenants would like some reassurance that the goal of ground lease restructure is to reflect the ability of businesses to operate out of hangars (as they have for the last 3-10 years).
13. The state Department of Environmental Quality has changed requirements for water monitoring. We will now have to submit samples for analysis monthly instead of quarterly.
14. Safety: A runway light was hit and destroyed on 3/4/16. No pilot has yet to report damage at this time. Airport staff is currently trying to figure out who is financially responsible.

-End of Report-

Respectfully submitted by:

Judd Hill, CNY Mgr.

Submitted Designs

CNY sign contest

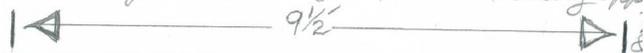


your amazing moab adventure starts here!

CANYONLANDS FIELD



Jud: This design will save you \$ as it is easily app

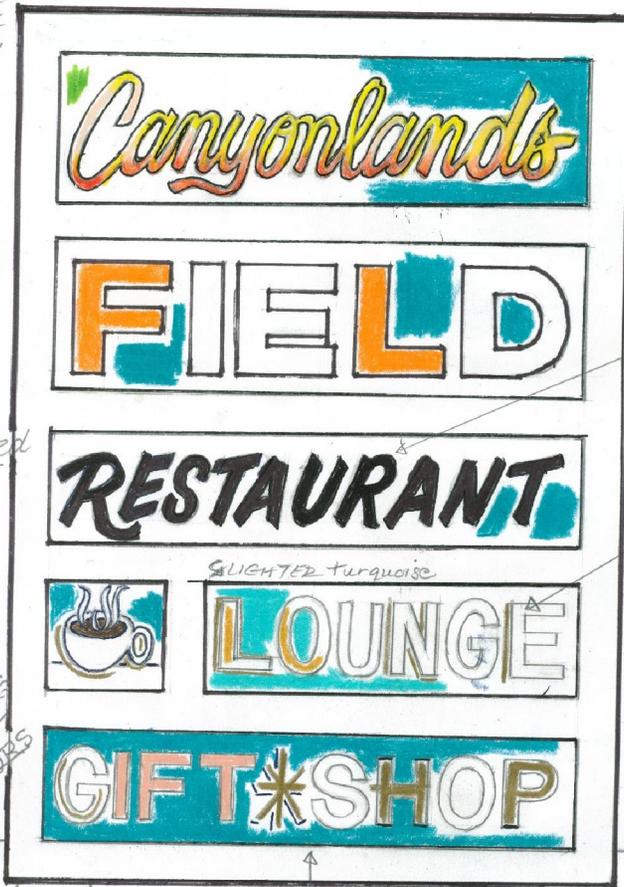


SCALE
5/8" = 1'

White cabinet:
Sheet Metal

Sign is illuminated with large diodes

Quality paint & match colors
Lexan colors
2.5 MACOLORS



GLITCHED TURQUOISE

COLOR OF PLEXIGLASS APPEARS LIGHTER WHEN ILLUMINATED - DARKER WHEN OPAQUE HENCE

STUCCO

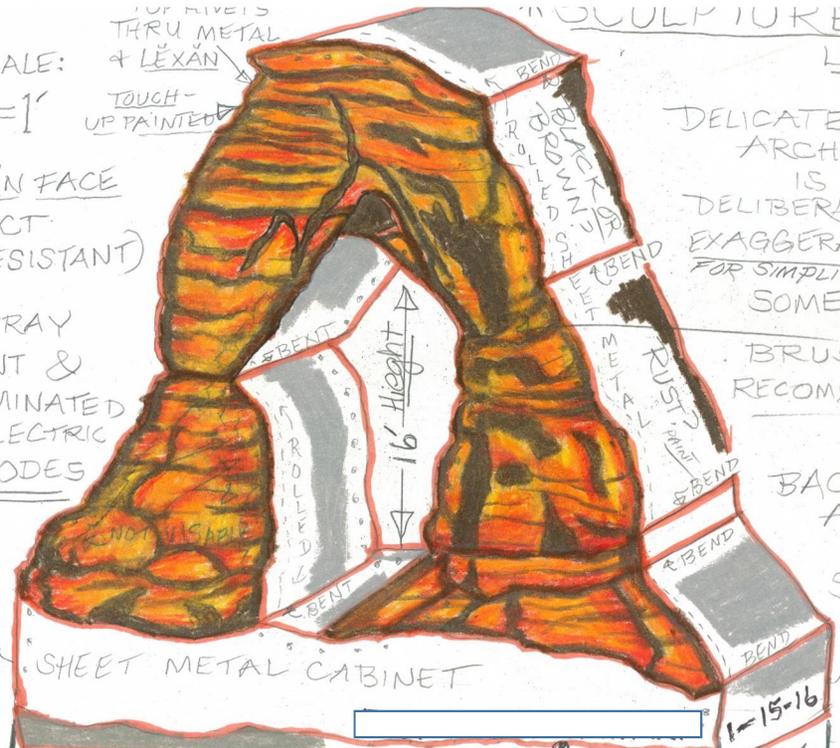


SCALE:
1/2" = 1'

TOP RIVETS THRU METAL & LEXAN
TOUCH-UP PAINTED

LEXAN FACE (IMPACT RESISTANT)

SPRAY PAINT & ILLUMINATED W/ ELECTRIC DIODES



SCULPTURE LIGHT

DELICATE ARCH IS DELIBERATE EXAGGERATE FOR SIMPLIFIED SOME A

BRUSH RECOMMEN

BACK ARCH IS SH ME

width 9 1/2

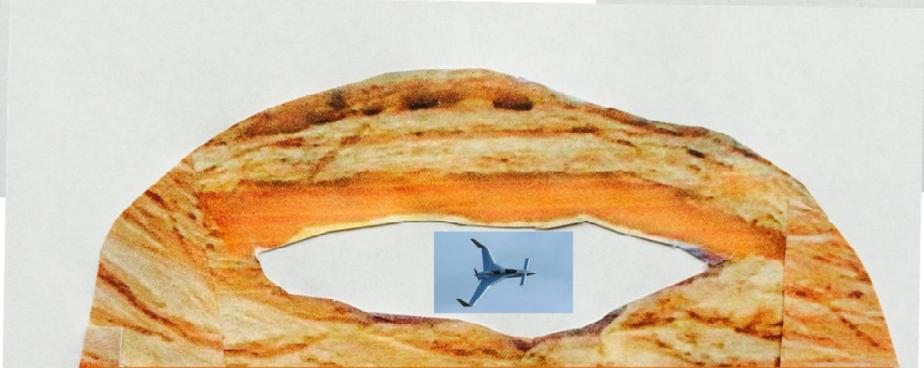
15-16



CANYONLANDS FIELD



CANYONLANDS FIELD
MOAB UTAH



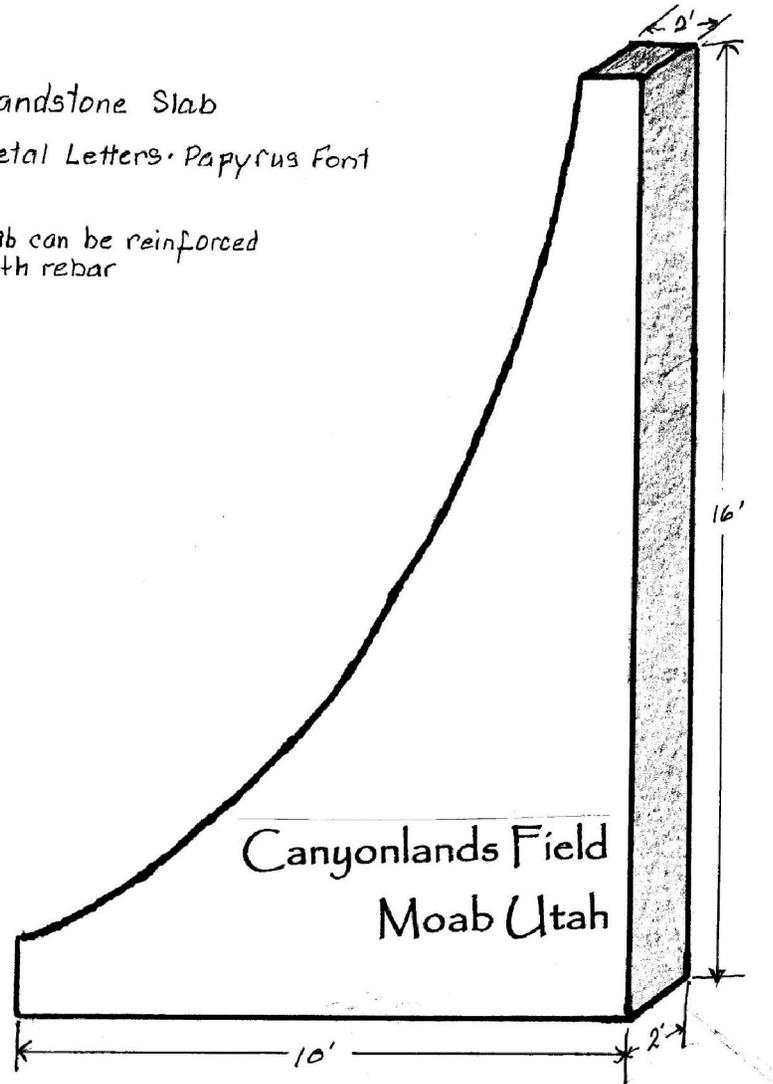
CANYONLANDS FIELD
MOAB UTAH





Sandstone Slab
Metal Letters - Papyrus Font

Slab can be reinforced
with rebar





Canyonlands Field

Moab, Utah 84532

February 24, 2016

To: Judd Hill
Manager, Canyonlands Field
Moab Utah

Fm: John Ramsey
Redtail Air, Inc.
Moab, Utah

Judd,

First, you may have noticed we changed our name from "Arrow West Aviation Inc. DBA Redtail Aviation" to Redtail Air Inc. Nothing else has changed as far as the corporate entity is concerned.

Second, As we discussed recently, we want to install a fuel farm for our operations in Moab. This will give us the option to purchase fuel in larger quantities and be very competitive on fuel pricing which should be a benefit to both locally based and transient aircraft. This tank farm will give us 62,000 gallon storage capacity for a mix of AvGas and JetA. I have attached photos of the tanks we will be acquiring and moving from Rifle Colorado. We have some engineering to do on the containment pad but it looks like it will be about 60'X60' with some concrete aprons on the sides. By this letter I am asking for a formal OK for us to proceed with this project and if granted, where a suitable location would be on the airport. Of course the design and plans would have to be approved when available. Im assuming we would enter into a land lease similar to the terms we worked out for our hangar project.

We would move these tanks to Moab in early April and may have to store them temporarily until the containment pad is designed, approved, and constructed.

Thanks

A handwritten signature in black ink, appearing to read 'John Ramsey', with a large, sweeping flourish at the end.





Canyonlands Field Airport
110 Aviation Way
Moab, UT 84532



Date Presented to Company: _____

Company Name: _____

RE: Car Rental/Shuttle/Taxi Service Fee at Canyonlands Field Airport

Dear Sir or Madam:

You are receiving this letter as a representative of your respective company because your company is required to register with Grand County and pay a **\$500 ground transportation fee** established by the Grand County Council in the form of a county ordinance to either deliver rental cars, or offer taxi or shuttle services from Canyonlands Field.

Your company is receiving this letter because it is officially operating on the Airport and has not yet paid this legally-required fee.

This fee must now be paid immediately to the Grand County Clerk's Office. Once the fee has been confirmed, please contact Airport Management to receive Ground Transport identification to be displayed on your company vehicle. Only one fee is required for all of the vehicles in your company's fleet.

If you have any questions, please address them to the Airport Manager, Judd Hill.

Judd Hill
Canyonlands Field Airport Manager
435-259-4849
jhill@grandcountyutah.net







