

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

**February 7, 2022 @ 5:00 P.M.
Commission Chambers, 125 E. Center St
Moab, UT 84532**

A. Call to Order

1. Meeting called to order at 5:00 p.m. on February 7, 2022 by Chair Groff.
2. Members present: Bill Groff (Chair), Jody Patterson (Vice Chair), Bill Hawley, Jenny Gleason (MATC Representative), Ben Byrd (arrived at 5:09), Jason Taylor (City Representative), Mary McGann (County Representative), and Andy Solsvig (Airport Director).
Members not present: Norm Knapp (excused).

B. General Business

1. Approve minutes of January 3, 2022 Airport Board meeting.
Motion to approve minutes made by Gleason, seconded by Patterson. No discussion, motion passes unanimously.
2. Safety Report / Director Report
 - a. Solsvig updated NOTAM re: those areas that are pertinent to the runway project.
 - b. 3 cancelled SkyWest flights.
 - c. COVID has impacted crews nationwide, Andy suspects a couple of the cancelled flights were due to that; the other due to weather.
 - d. They had one remain-overnight aircraft.
 - e. The precision approach path indicator is out of service until they get a new circuit board. It will be 4 to 6 weeks for that.
 - f. New employee, Rea, from Green River.
 - g. No incidents reported in the Safety and Accident Committee meeting.
 - h. He had meetings with the County Attorney, Redtail, and Skydive re: the various agreements on today's agenda.
 - i. Training: Wildlife Mitigation - firearm practice; Hunter education; ANTN - managing aqueous film-forming foam; Emergency & Security communications; and one team member had medical training.
3. Airport Monthly Data Report - January 2022
Av Gas was higher by 18% over last year. Slight decrease in Jet A fuel. There was an increase in enplanements over 2020.

C. Citizens to be heard - None

D. Discussion Items:

1. Project Updates:
 - a. ARC- Phase II: Blue Hills Road & Wash Update; Flight Checks

Armstrong Group reported on the progress. The road is finished now. They are waiting on the flight test. The FAA had one issue with it, so they will re-check that flight test in the next few months. Also there was an issue with declared distances, so the FAA will update that. They discussed the cost of flight checks.

b. SRE Equipment

Everything has been delivered except the broom.

c. SRE Building

The request for bids is posted; the bid opening will be March 1.

d. ALP Update

They finished the scoping for that project. It's almost at Master Plan level.

e. Foam Tester Equipment

Solsvig reported that they were encouraged by the FAA to get quotes for this. They received 3 quotes, and sent them to the FAA. Foam testing is required for airport certification. It makes sure the truck can discharge foam correctly.

2. Agreements:

a. Hangar Plots

Lot 108 has a lease on it, they are interested in building. This is where the snow removal equipment is going to go. There is interest for 14, 11, and 12. Lot 13 is currently open. There is a vested interest in 36 and 37. They discussed taxiway financing and cost recovery, by agreement with the tenants. Byrd will get cost estimates.

b. Heli-X Operating

There's been a change of ownership to an LLC. They want an operating agreement to do a different business model than scenic tours, one geared toward canyoneering and adventure seekers. Redtail purchased the Pinnacle operation. So there would be 2 helicopter enterprises.

3. ATM RFP

They did not receive any proposals for the ATM. So Solsvig contacted a group in Salt Lake City, and they have provided some options: the airport can buy the ATM and manage it, or we can hire them as a management company and pay fees to them. He will research the feasibility and details of both options.

4. Gateless Parking Agreement

The County Attorney has reviewed it. There will be an increase in fees (i.e. airport expenses) for this system, but they are hoping to make up for those expenses through users' convenience in paying, and savings in airport staff time. They could raise the parking rate from \$5 to \$6 per night to cover those increased fees. If it doesn't work out, they can be released from the contract with 30 days' notice.

5. TSA Baggage Screening Machine

Solsvig needs to put together the request for architectural qualifications (RFQ). Then there is a meeting soon with TSA and the airline to discuss the cost of the wall that needs to be relocated.

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

1. Parking Software Agreement

Motion by Gleason to approve the Gateless Parking Agreement, seconded by Byrd. Solsvig discussed the revenue and expenses of current and proposed parking operations. He said that a gated system is too expensive, and that a lot of airports are using the gateless system. Motion passes 5-0, with 1 abstaining.

2. Redtail Agreements:

a. Operating Agreement

This has been reviewed extensively by Solsvig and the County Attorney. Redtail also has reviewed it, so it's in final draft form.

Motion by Gleason to approve the Operating Agreement, seconded by Taylor.

Solsvig discussed Redtail's operation obligations as Full Service Operator per the minimum standards. There was discussion about what would happen if Redtail decided not to be a Full Service Operator anymore. Solsvig said that the Agreement has language about them following the Rules & Regs and the Minimum Standards, and it also has default language and breach language so the County has some tools for enforcement there.

Motion fails 6-1.

Motion by Taylor to postpone voting on all three Redtail agreements until they can consult with the County Attorney, seconded by Hawley, passes 5-0, with Gleason abstaining.

b. Hangar A & B
(postponed, as above)

c. Fueling
(postponed, as above)

3. Skydive Operating Agreement

There are a couple things Solsvig wants to review with the County Attorney, but probably no language changes. This agreement is annual, to make sure they have their annual insurance provided. They intend to start operations at the end of February. The difference between Skydive and Redtail is that they own their hangar (they have a ground lease). So, they could use their hangar for personal reasons. The County Attorney has reviewed it enough for it to be voted on tonight.

Motion by Gleason to approve the Skydive Operating Agreement, seconded by Patterson. Discussion by Solsvig and others about insurance coverage amounts. Motion passes 5-0, with Hawley abstaining.

4. Rules & Regulations: Alcohol Policy

The County Attorney joined and says that she wants a stricter policy, a total ban, on alcohol in the hangars, and that the County could be held liable under a contributory negligence theory. They discussed how other airports regulate alcohol (Tahoe, St. George, Ogden). Cedar City allows alcohol in their hangars for personal use, but if they are distributing it, they need a permit. Gleason mentioned that Redtail stores alcohol in their hangars for private flights. Sloan said that that would be exempt from the ban. Sloan said that nowhere else on County property is alcohol allowed unless permitted through the DABC, she wants County policy to be consistent, and Groff pointed out that nowhere else do people personally own a structure on County property. Discussion ensued about alcohol consumption on chartered planes, on County property, before they've taken off.

Motion by Taylor to postpone voting on this policy for private and commercial entities, until they do more research, seconded by Gleason, passes 5-1.

Revisiting Redtail Agreements:

Gleason asked Attorney Sloan if the 3 Redtail agreements are tied together such that if Redtail is in breach of one agreement, that breaches all three. Attorney Sloan said that protecting the County's right to remove an Operator is important. Solsvig and Sloan found the language in the three agreements that says a breach of one breaches all three.

Motion by Taylor to approve all three Redtail agreements (one Operating Agreement, Hangar A & B lease, Fueling agreement), seconded by Byrd, passes 5-0, with Gleason abstaining.

F. Reports:

1. County Commission - McGann now absent.

2. City of Moab - Nothing to report.

3. Travel Council

Gleason reported that they are looking at the new OHV / UTV regulations, and also the Arches timed entry system. She thinks a sign at the Airport telling arrivals about the Arches timed entry system, with a picture of Delicate Arch, would be a good idea. She is speaking with the NPS.

4. Solar Committee

Bill Hawley would like to make a presentation to the County Commission. Members of the Solar Committee are Knapp, Patterson, and Hawley.

5. Hangar Development Committee

Solsvig reported that they were supposed to have a meeting at 4:00 today, but nobody else logged on. Next meeting is in 2 weeks. He will set up a meeting with Byrd and Armstrong.

6. Tenant Updates

Gleason reported that Redtail is in a hiring process, for 2 new desk service agents and pilots. They made an offer to a helicopter pilot. They are partnering with Rocky Mountaineer to be their transportation to and from Las Vegas.

7. Other reports for Airport Board - None

G. Future Considerations

1. Pavilion / Outdoor Seating Area

2. Terminal Awnings

Solsvig will tie this in with some other architectural work.

3. Hangar Leases

4. PFC Application

H. Closed Session (if necessary) - None

I. Adjourn

Chair adjourned the meeting at 6:41 p.m.

Submitted by: Andy Solsvig, Airport Director