

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

**June 6, 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.  
Members present: Bill Groff (Chair), Mary McGann (County Rep.), Norm Knapp, Jenny Gleason (MATC Rep.), Ben Byrd, Bill Hawley, Jason Taylor (City of Moab Rep.), and Tammy Howland (Interim Airport Director).
2. Members not present: Jody Patterson (Vice Chair) is on a job, so he's excused.
3. Others present: Randy Martin, Dan Wheeler, & John Ramsey of Redtail Air, Laurel Catto, Keith MacBeth of Skydive Moab, and John Ripley Corkery of Thompson Springs.

B. General Business

1. Approve minutes: **Motion** by Byrd to approve the minutes of the 3/7/2022 Airport Board meeting, seconded by Knapp, approved 5-0.
2. Approve minutes: **Motion** by Gleason to approve the minutes of the 4/4/2022 Airport Board meeting, seconded by Knapp, approved 4-0, with Groff abstaining.
3. Safety Report / Director Report: Tammy Howland discussed runway lights, safety measures, and fire extinguisher training at Redtail Air. She brought up the new parking system, that some flights were delayed for mechanical issues, reported on the repaired sprinkler line, and the additional concrete garbage cans. She discussed the training of staff, especially the live fire training in Helena, MT, that Mark and Mason attended. She went over the current commercial flight schedule.
4. Airport Monthly Data Report - May 2022  
Howland reviewed the prior month's fuel sales, enplanements, and revenue of various enterprises.

C. Citizens to be Heard

D. Discussion Items

1. Howland gave an update on the Airport Director position. Grand County has posted the job opening.
2. Agreements:
  - a. Redtail Operating Agreement & 4 Lease Agreements (Hangars A & B, terminal space, fuel farm): Howland said we are waiting on insurance documents.
  - b. Moab Heli-X Operating Agreement: Howland said she would review the draft.
3. Project Reports
  - a. SRE Building: Bid to TSJ was approved by the County Commission on May 17.
  - b. SRE Equipment: Century Equipment delivered the right broom.

- c. ARC Phase II (Airport Reference Code, related to runway improvement): Howland said the Runway 3 PAPI's were repaired. This completes the ARC Phase II project, after the flight check on Thursday June 9.
- 4. Bill Prather with the Airport Garage Company, LLC has submitted a letter of intent to build a 12-unit storage garage on landside (attached). Groff stated that we need to send a letter to Prather explaining the fee structure.

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

- 1. Discuss/Approve moving ahead with plans for a food truck at the Airport. John Ripley Corkery of the Desert Spoon restaurant spoke about his desire to operate the food truck. He described some of the food items he would offer. They discussed the 120-volt electricity that is currently available, versus installing a 220 volt, and decided to stay with the 120 for now, see how it works out.

**Motion** by Knapp to move forward with the food truck lease, seconded by Gleason, approved 5-0.

- 2. Approving Airport Layout Plan Final Scope of Work with Armstrong Consultants, Task Order Q. (This will go before the County Commission tomorrow.)

**Motion** by Byrd to approve ALP final SOW, seconded by Taylor, approved 5-0.

- 3. Approving draft of Ground Lease Agreements for Eli Maloy (UBTS, LLC) for Lots 12 and 15, pending county legal review. (He has sent a letter of intent, attached):

Discussion: Eli Maloy is no longer employed by UBTS, LLC. The signer will be Rusty Robinson [later corrected to Russell Robinson]. The lease is complete, pending County legal review. **Motion** by Knapp to approve the leases, seconded by Gleason, approved 4-0, with Byrd abstaining, as he will be overseeing these 2 hangars' development.

- 4. Discuss/Approve drafting of new Lease Agreement (and termination of old lease of 12-18-2018) with Ken Lord, now Canyonlands Hangars, LLC, for Lot 108, pending county legal review. Discussion: They want to build a 70x70 hangar. Laurel Catto is a partner with Ken in Canyonlands Hangars, LLC.

**Motion** by Knapp to approve termination of old lease and drafting of new lease in new name, seconded by Byrd, approved 5-0.

- 5. Approving submittal of grant application for the No-Foam Testing Device. (This will go before the County Commission tomorrow.)

**Motion** by Gleason to approve, seconded by Knapp, approved 4-0 (Byrd had left the room).

F. Reports:

1. County Commission: McGann discussed the installation of fiber in Grand County, specifically in Spanish Valley.
2. City of Moab
3. Travel Council
4. Solar Committee
5. Hangar Development Committee
6. Tenant Updates
7. Other reports for Airport Board: Howland said re: the terminal modifications, that we will get a Scope of Work, and then it will go out to bid.

G. Future Considerations

1. Terminal Awnings
2. Hangar Leases
3. PFC (Passenger Fee Charge) Application with the FAA

H. Closed Session, if necessary (none)

I. Adjourn - The meeting was adjourned at 6:39 p.m.

Submitted by: Tara Collins, Assistant to the Airport Director