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**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
Meeting Minutes  
June 18, 2013

**I. Call to Order**

Mr. Denny Granum, Board Chairman, called the meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on June 18, 2013 in Grand Junction, Colorado and in the County of Mesa.

Chairman Granum presented a years of service plaque and thanked past commissioner, John Stevens for his service.

**Present:**

*Commissioners Present:*

Denny Granum, Chairman  
Sam Susuras  
Tom Frishe  
Rick Wagner  
John Stevens  
Steve Wood

*Commissioners Absent:*

David Hibberd, Vice Chairman  
Paul Nelson

*Airport Attorney:*

Michael Morgan

*Airport Staff:*

Rex Tippetts, Director of Aviation  
Amy Jordan, Clerk  
Kathie Lucas

*Other:*

Jason Virzi, Jviation  
Michael Quinn, Jviation  
Matt Gilbreath, Jviation  
Bill Marvel, GJAUTA  
Bill Pitts, Citizen  
Wayne Clark, Citizen  
David Hartman, Armstrong  
Bradley Sullivan, Colorado Flight Center  
Rich Keller, Shaw Construction  
Adam Killian, Shaw Construction  
Bob Erbisch, Citizen  
Deborah Gaul, Citizen  
Michael Hodes, Citizen  
Dave Krogman, West Star Aviation  
Kelly Dunn, Fentress Architects  
Holly Carson, Fentress Architects

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**II. Approval of Agenda**

*Commissioner Susuras moved to approve the agenda. Commissioner Wagner seconded. Voice vote: All Aye. The agenda was approved as distributed. Commissioner Hibberd and Commissioner Nelson were not present.*

**III. Conflict Disclosures**

Chairman Granum – Hangar Owner

Commissioner Wood – Hangar Owner  
Commissioner Frishe – None  
Commissioner Wagner – None  
Commissioner Susuras – None

**IV. Commissioner Comments**

None.

**V. Citizens Comments**

**Bill Marvel, Grand Junction Tenants and Users Association**

Mr. Marvel addressed the Board and spoke in support of the Mr. John McClelland, the owner of Grand Valley Aircraft. Mr. Marvel said Mr. McClelland is the only remaining piston mechanic on the airport. Mr. Marvel explained that Mr. McClelland has to vacate the hangar he is currently operating out of, because that hangar was foreclosed on about 1-year ago, reverted to the lender, and recently sold to another person. Mr. McClelland was not able to secure financing for that hangar. Mr. Marvel said that Mr. McClelland is currently looking to find another hangar to operate out of, by either purchasing a hangar, or entering into a long-term lease. Mr. Marvel asked the Board to realize the seriousness and significance of this situation. Mr. Marvel said that he recognizes that the Board just approved leasing guidelines, but that regardless of what this document says, he would like the Board to step up and do what is necessary to correct this situation.

**Michael Hodes, Airport Tenant/Business Owner**

Mr. Hodes addressed the Board and spoke in support of Mr. John McClelland, owner of Grand Valley Aircraft. Mr. Hodes said that it is his understanding that Mr. McClelland tried to purchase another hangar on the airport about 1-year ago, but needed additional Board support (in terms of lease term extensions, etc.) to make the purchase feasible. Mr. Hodes said that Mr. McClelland did not receive the necessary support, and therefore was unable to purchase a hangar. Mr. Hodes said that he hoped that the recent flexibility seen in the West Star Paint Hangar Facility negotiations, be applied to all tenants and not just a select few. Mr. Hodes said that the economic impacts of Mr. McClelland's business are much greater than they appear. Mr. Hodes explained that if it were not for Mr. McClelland and the services he offers at Grand Junction Regional Airport, he would not be able to continue his business in Grand Junction, as owning an aircraft and having the ability to travel frequently and flexibly to his clients, is vital. Mr. Hodes said that without a piston mechanic on the airport, it is not practical for him to own an airplane, and without an airplane, it is not practical for him to reside in Grand Junction. Mr. Hodes said that if a piston mechanic were not available in Grand Junction, he would have to move his business, which would affect the local economy in the following ways: 1. One annual job of \$70,000/year 2. Loss of office space and hangar space leased. 3. Loss of support for local accountant, attorney, etc. Mr. Hodes urged the board to support the local economy, help nurture, and support local start-up businesses.

## **VI. Consent Agenda**

### **A. Minutes: May 14, 2013 Board Meeting**

### **B. Financials: April 2013**

### **C. Financials: May 2013**

Discussion: NONE.

*Commissioner Frishe moved to approve the consent agenda. Commissioner Susuras seconded. Voice vote: All Ayes. Commissioner Hibberd and Commissioner Nelson were not present. The consent agenda was approved as distributed.*

## **VII. Action Items**

### **A. Resolution 2013-004: Amendment Of Aeronautical Use Lease Guidelines And Adoption Of Standard Form Aeronautical Use Ground Lease**

Airport Attorney, Mike Morgan explained to the Board that In February 2013, the Board adopted Aeronautical Use Lease Guidelines. Mr. Morgan said that the guidelines gave leaseholders 180-days to request a new standard form lease, and anticipated that the new standard aeronautical use ground lease form would be completed and adopted within 30-days.

Mr. Morgan said that the Authority has taken longer than expected to develop and approve the new standard form lease, therefore, an extension of the time allotted to the leaseholders is necessary. Mr. Morgan suggested a period of 150-days, from the date of this resolution, should be adequate to provide leaseholders time to make such request.

Mr. Morgan said that additionally, a new standard form lease must be adopted, which incorporates all material provision set forth in the guidelines. Mr. Morgan explained that the Board has all individually has an opportunity to review the draft of the standard form lease, and give feedback directly to him. Mr. Morgan asked if the Board had any additional questions or comment on the draft lease form.

Discussion:

Commissioner Wagner asked if there was any special circumstance surrounding the 6-month to 1-year window to exercise the option to extend a lease, for an additional 5-year period.

Mr. Morgan said that there was no magic to this number. Mr. Morgan said that this number was developed, to allow adequate time for the Authority to either 1. Inspect the property, create a “punch list” of to-do for the hangar to be eligible for the extension, if necessary, and get the lease on a Board agenda for approval of extension, or 2. Find another tenant for the hangar, if lessee chose not to exercise an extension.

Commissioner Wagner felt that it might be difficult, for business owners in particular, to reasonably evaluate their situation a year in advance. Commissioner Wagner felt that the window, in which a lessee would be required to exercise their option, is too far in advance.

Commissioner Wagner asked what the definition of Commercial Lessee was and where that definition was located. Mr. Morgan referenced its definition location.

Commissioner Wagner remarked that there are many ways, unilaterally, for the Airport Authority to impose a variety of fees onto tenants, throughout this lease. Commissioner Wagner pointed out some examples throughout the document that demonstrated this. Mr. Morgan acknowledged, that this lease does allow the Authority to impose specific fees; it does remove much of the imposing language that was in the Authority's former standard lease document.

Commissioner Wagner questioned what a qualified licensed contractor was, and noted that he was leery of some of the restrictions that are placed on the lessee.

Commissioner Wood asked Mr. Morgan to remind him what language was removed from paragraph 1.17 and why it was removed. Mr. Morgan said that it was superfluous language and that it was removed from that paragraph, because the situation simply did not exist.

Chairman Granum remarked that this (new standard form lease) is a huge step in the right direction. Chairman Granum expressed that he is concerned about the commercial stuff. Chairman Granum noted that he is not in the airplane business anymore, but can relate to Mr. Hodes, and realizes the severe need for a piston mechanic. Chairman Granum noted that he had tried to work directly with Mr. McClelland in the past, to try and help him figure out his hangar situation, and that he would be interested in knowing what his current situation is, and based on the recently adopted leasing guidelines, if this would take care of his problems. Chairman Granum said that he would like for the Airport Authority to do whatever it possibly can, to keep Mr. McClelland operating in Grand Junction, however, he feels that the Authority should be fair, and not go beyond what would be reasonable offered to another commercial tenant. Chairman Granum would be interested in talking directly to Mr. McClelland and understanding what he is looking at doing, and what hurdles he is currently facing.

Director of Aviation, Rex Tippetts explained to the Board that he, along with past Commissioner, Tom LaCroix, and Chairman Granum, has worked extensively with Mr. McClelland in the past to try to accommodate him. Mr. Tippetts noted that 6-9 months ago, the Board had even considered purchasing a hangar and leasing it back to Mr. McClelland, but after pushback from the Tenants association on this route, the Board chose not to pursue that.

Commissioner Wood noted that this lease would be considered a standard form lease, in virtue of its format and its content, which would allow the Director of

Aviation to enter into these forms of contracts without Board approval. Commissioner Wood noted that if a situation outside of this standard lease should arise, it does not preclude the Board from entering into an alternative type of agreement, it would just require a specific Board action on that agreement. Mr. Morgan said that was correct.

Commissioner Frishe said that it is important that the Board create a fair and balanced environment at the airport, for all tenants. Commissioner Frishe said that he would like to see the airport be a setting that fosters business and opportunity.

Commissioner Wagner asked current tenants in the audience to please tell the Board what the issue is in regards to financing. In particular, what elements within the leasing structure at the airport hold up bank financing? Mr. Marvel said that he is not in business at the airport, so cannot speak to it personally, but said that in Mr. McClelland's case, the bank would not lend to him because of the length of the term, which that felt was insufficient.

Chairman Granum said that he was directly involved when Mr. McClelland was trying to obtain financing on the hangar nearly 1-year ago, and the obstacles were that the bank was requiring an individual lease, which was burdensome, in that the hangar was incorporated into a condominium association. Chairman Granum noted that the other obstacle was the length of the lease.

*Commissioner Susuras moved to adopt Resolution 2013-004: Amendment of Aeronautical Use Lease Guidelines and adopt the Standard Form Aeronautical Use Ground Lease and that the lease holders have an additional 150 days to request a new standard form lease. Commissioner Frishe seconded. Roll call vote: Commissioner Susuras, Aye; Commissioner Frishe, Aye; Commissioner Wood, Aye; Chairman Granum, Aye; Commissioner Wood, Aye. Commissioner Hibberd and Commissioner Nelson were not present.*

#### **B. Terminal Building – Phase I Bid Award**

Kelly Dunn and Holly Carson with Fentress Architects presented the design and development of the Terminal – Phase I to the Board. *See attached presentation.* Mrs. Dunn described how the project culminated, with the Airport Master Plan (Terminal Area Plan), and how the terminal campus and the phase I building (administration building) developed throughout the design phase, into what it is currently.

Mrs. Dunn noted that the airport went out to bid in April 2013, and received four proposals, with total costs ranging from \$6.6 to \$7.7 million. Mrs. Dunn noted that Shaw Construction was the apparent low bidder. Mrs. Dunn said that once the bids were evaluated and Shaw was named as the low bidder, since the project did come in over budget, they worked with Shaw to find price reductions, but still maintain the overall integrity of the building.

Mrs. Dunn said that through the cost reduction exercises, they were able to bring the building to a total cost of \$6.1 million, and at this point, there are no further

reductions available, without 1. Substantially reducing the building square footage. 2. Substantially changing the building aesthetics and thus, affecting the future terminal design.

Mrs. Dunn also noted, that she was informed that the airport is up against a finding time constraining, and substantial federal and state grant money may be lost, if this project does not move forward in the near future.

Discussion:

Commissioner Wagner asked who the second low bidder was. Director Tippetts said that it was FCI Constructors, and there was about a \$275,000 difference in bids, between FCI and Shaw.

Commissioner Wagner asked if FCI was given an opportunity to work with Fentress to rebid the project and look for ways to reduce costs. Director Tippetts said that, due to the amount of federal money that was in the project, the airport only negotiates with the apparent low bidder. Tippetts said that this is required by FAA purchasing and procurement guidelines.

Commissioner Wagner said that it appears that, when the bid did not come back on target, staff chose the favorite bidder and worked with them to negotiate price cuts, instead of working with all bidders.

Commissioner Susuras said that staff did exactly the right thing, by taking the lowest bidder, and negotiating cost reductions with that bidder. Commissioner Susuras mentioned that this is standard procurement procedures and that the process was conducted appropriately.

Director of Aviation, Rex Tippetts briefed the Board on the revenue side of the project, explaining that there are \$4.1 million available in federal grants, \$1.8 million available in state grants, and \$300,000 local matching funds. This brings the total budget to \$6.2 million available for this building.

Tippetts also explained to the Board the federal and state grant funding time constraints. Tippetts said that the money will not be lost, but will roll into next year's funding allotment. However, Tippetts said that the project may not be eligible next year, because of the priority rating, versus other projects we have scheduled; therefore, this project may end up unfunded.

Chairman Granum said that it is critical that staff get back on-site. Chairman Granum noted that he has been a party to the development of this project since it began, and understands the critical needs for not just the administration building, but also the new terminal overall. Chairman Granum said that this is a project that has been on the Airport's Master Plan for a long time now, and that this is the first step in the direction to rebuild the terminal.

Commissioner Wagner said that he understands the need for the project and has nothing against the contractors that bid on the project, as he feels they are all good

companies. Commissioner Wagner stated that he would like to see the project completely re-bid, because it did come in so far over budget. Commissioner Wagner said that you do not service the best interest of the stakeholders, without providing a competitive process, and by taking the lowest bidder and just negotiating with that bidder, you remove the competitiveness out of that piece of the process.

Commissioner Wood asked to have the grade issues elaborated on, in particular, the grade changes that may need to be addressed later. Mrs. Dunn addressed the grading issue, explaining that the issue dealt with in the ARFF Bay design, and will later be addressed when the ramp is reconstructed.

*Commissioner Susuras moved to allow the Director of Aviation to enter into a contract with Shaw Construction for Phase I of the Terminal Building, for \$6,645,067.00. Commissioner Frishe seconded. Commissioner Frishe, Aye; Commissioner Susuras, Aye; Commissioner Granum, Aye; Commissioner Wood, Abstain; Commissioner Wagner, Abstain. Commissioner Hibberd and Commissioner Nelson were not present.*

*Commissioner Susuras moved approve a change order in the amount of -\$553,258.00, for the Phase I of the Terminal Building construction Commissioner Frishe seconded. Commissioner Frishe, Aye; Commissioner Susuras, Aye; Commissioner Granum, Aye; Commissioner Wood, Abstain; Commissioner Wagner, Abstain. Commissioner Hibberd and Commissioner Nelson were not present.*

## **VIII. Discussion Items**

### **A. Managers Update**

Director of Aviation, Rex Tippetts, updated the Board on the following items:

1. Allegiant Air, Dodge High Fares Promotion – Tippetts explained that the airport is supporting an Allegiant Air Promotion, Dodge High Fares. Tippetts explained that this includes hosting a Dodgeball Tournament. Tippetts said that a news release and more information would be coming out in the near future.

### **B. West Star Facility Expansion Update**

Director Tippetts briefed the Board on the progress of the project. Tippetts said that the project is at a standstill until construction estimates are completed.

Tippetts said that the airport attorney, Mike Morgan, has finished drafting a lease for the 2810 Landing View Lane Hangar, and would like the Board to review it over the next several weeks, and get comments to Mike by July 10<sup>th</sup>.

### **C. Security Solutions Committee**

Commissioner Wood briefed the Board on the progress of the committee.

Commissioner Wood said that he recently met with the areas Federal Security

Director, Rene Dhenin and Assistant Federal Security Director, Andrew McBride, and came to an agreement on how to proceed with the requested changes to the access on C1A.

**IX. Recess into Executive Session**

*Commissioner Susuras moved to recess into executive session to Discuss Security Sensitive Information as authorized by Colorado Revised Statute §24-6-402(4)(c), and to discuss the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest as authorized by Colorado Revised Statute §24-6-402(4)(a). Commissioner Wood seconded. Voice vote, All Ayes. Commissioner Hibberd and Commissioner Nelson were not present.*

The Board recessed into executive session at 6:42 PM.

**X. Executive Session**

- A. Discuss Security Sensitive Information as authorized by Colorado Revised Statute §24-6-402(4) (c).
- B. Discuss the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest as authorized by Colorado Revised Statute §24-6-402(4)(a).

**XI. Convene into Regular Meeting**

The Board convened into regular meeting at 7:08 PM.

**XII. Action Items**

**A. Possible Real Estate Acquisition**

Director of Aviation, Rex Tippetts, explained that additional time is needed to clean up existing issues and close on the hangar purchase, authorized at the May Board meeting. Tippetts said that a 15-day extension should be adequate.

*Commissioner Wood moved to extend the authorization for staff to purchase the Larry Johnson's hangar, for additional 15-days. Commissioner Frishe seconded. Voice Vote: All Aye. Commissioner Hibberd and Commissioner Nelson were not present.*

**XIII. Adjournment**

The Board adjourned at 7:11 PM.



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Denny Granum, Board Chairman

***ATTEST:***

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Amy Jordan, Clerk to the Board

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## Airport Board Meeting

May 14<sup>th</sup>, 2013



ENVIRONMENTAL ASSESSMENT  
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## Environmental Documentation (Continued)

- An EIS is prepared by the FAA and funded by the Airport Sponsor. The Sponsor has no control of the process or the document. Takes approximately 24-36 months to prepare.
- An EA is the responsibility of the Airport Sponsor to prepare. *Normally takes approximately 18 months to prepare.*
- Under NEPA Guidance, an EA is a "Concise Document" that takes a "Hard Look" at expected environmental effects of a proposed action.

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## Agenda

- Environmental Documentation
- Overview of Typical EA Process
- EA/RMP Amendment Historical Timeline
- EA/RMP Amendment Impact Analysis and Proposed Mitigation
- Discussion of Next Steps
- Comments & Questions

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## Environmental Documentation (Continued)

- An EA prepares a review of the potential environmental impacts, both positive and negative, associated with the proposed actions and the alternatives.
- The responsible FAA official uses the EA to meet the requirements of NEPA as the basis for recommending the issuance of a Finding of No Significant Impact (FONSI) or the preparation of an EIS.

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## Environmental Documentation

- The National Environmental Policy Act (NEPA) requires the preparation of an environmental document for any major federal action. Federal action is, generally, either an approval or funding of a proposed project.
- There are three kinds of NEPA documents; an Environmental Impact Statement (EIS), and Environmental Assessment (EA) or a Categorical Exclusion (CatEx). Each type is defined by FAA Orders—generally, the more potential impact a proposed project has, the greater detail and more involved the NEPA document. An EIS is the most detailed and a CatEx is the least.

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## Environmental Documentation (Continued)

- The EA compares alternatives and discloses mitigation measures for potential impacts to the public, agencies and the decision maker.
- Allows well informed decisions to be made.
- This is a unique EA in that it is serving as the NEPA decision document for both FAA and BLM as well as the BLM's Resource Management Plan (RMP) Amendment.

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### Environmental Consequences Considered

→ The Following Categories were Evaluated:

- Air Quality
- Coastal Resources
- Compatible Land Use
- Construction Impacts
- Department of Transportation Act Section 4(f)
- Farmlands
- Fish, Wildlife, and Plants
- Floodplains
- Hazardous Materials, Pollution Prevention and Solid Waste
- Historical, Aesthetic, Archeological and Cultural Resources
- Light Emission and Visual Impacts
- Natural Resources and Energy Supply
- Noise
- Secondary (Induced) Impacts
- Socioeconomic Impacts, Environmental Justice, and Children's Environmental Health and Safety Risks
- Water Quality
- Wetlands
- Wet and Scenic Views
- Other BLM Resource Categories

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### Proposed Project – As of Scoping Meetings in April of 2011

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### Environmental Assessment Process

- Project Initiation/Scoping Process
- Prepare Purpose and Need Chapter
- Prepare Alternatives Chapter
- Prepare Affected Environment Chapter
- Prepare Environmental Consequences Chapter
- Mitigation—If Necessary
- Public Meeting
- Submit to FAA and BLM

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### EA/RMP Amendment Historical Timeline

→ Master Plan Update	Dec 2009
→ MOU to prepare single EA document	Oct 2009
→ Notice of Intent (NOI) to amend RMP	Jan 2011
→ Scoping Meetings	Apr 2011
→ Agreed upon Phase 2 scope	Jun 2011
→ P/N and A/E complete	Nov 2011
→ Delay for A/E analysis/coverage reduction	May 2012
→ Boundary survey for transfer line	May 2012
→ Preliminary Draft EA for Agency (FAA/BLM) review	Oct 2012
→ SHPO and FWS consultation efforts	Feb 2013
→ BLM IDT and State review of Preliminary Draft EA	Apr 2013

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### BLM's Role in the EA

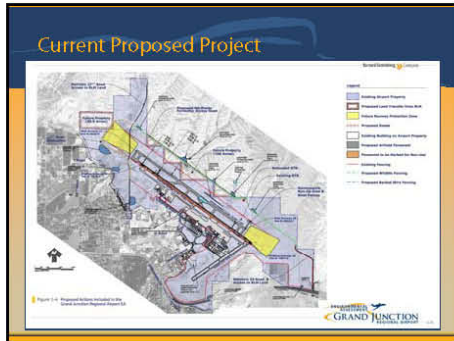
- Amend Resource Management Plan (RMP) to identify land for disposal
- Transfer Land
  - Both actions require an environmental review under NEPA
  - This EA will serve as the BLM's environmental review
  - BLM jointly participated in the scoping process
  - BLM and FAA will issue separate environmental findings

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### EA/RMP Amendment Remaining Project Schedule

→ Release Draft EA	May 2013
→ MOA for Historic Impact Mitigation	Complete
→ MOA for Recreation Land Impact Mitigation	May 2013
→ 30 day comment period on Draft EA/unsigned BLM FONSI and Draft RMP Amendment	Jun 2013
→ Public Hearing	Jun 2013
→ Respond to Comments and submit Final EA	Early Jul 2013
→ Resolve protests	Aug/Sep 2013
→ Signed FAA FONSI/Signed BLM decision Record/RMP Amendment (assuming no changes as a result of protest/governor's review)	Sep 2013
→ FAA Official Request to BLM for Transfer	Sep 2013
→ DOJ Review of Land Trans Request	Sep 2013
→ BLM Issues Patent for Land Transfer	Sep 2013

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- ### Next Steps
- Public Hearing and Comment Period
  - Response to Comments
  - MOA for Staging Area/Parking Area
  - Publish Final EA
  - FAA Finding
  - BLM Finding
  - Requests for Land Transfer and ROW grant
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- ### Potential Environmental Impacts and Proposed Mitigation
- **Fish, Wildlife and Plants**
    - Potential impacts to endangered fish species due to water depletion to the Colorado River. Mitigated through BLM Programmatic Biological Assessment (PBA) and one time payment to the National Fish and Wildlife Foundation of \$5.02.
  - **Historic Resources**
    - Potential impact to historic railroad grade. Mitigated through Level 2 Photo documentation of railroad grade.
    - Signed MOA. Work to be completed soon.
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- ### Potential Environmental Impacts and Proposed Mitigation (Continued)
- **DOT Section 4(f)**
    - Potential impact to recreation land. Mitigated through by maintaining access to BLM land and constructing parking/staging areas.
    - Draft MOA being reviewed by FAA.
  - **Waters of the U.S.**
    - Potential impact to ephemeral drainages identified as jurisdictional Waters of the U.S. due to their connection to the Colorado River. Mitigated through nationwide permit from Corps of Engineers detailing construction practices such as vertical mulching and natural bottom culverts.
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