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## Grand Junction Regional Airport Authority Board

Meeting Minutes  
December 8, 2009

### Opening:

Mr. Denny Granum, Board Chairman, called the regular meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on October 27, 2009 in Grand Junction, Colorado and in the County of Mesa.

### Present:

#### *Commissioners:*

Denny Granum, Chairman  
Dan Lacy, Vice Chairman  
Doug Simons  
Tom LaCroix  
Roger Little  
Gregg Palmer

#### *Other:*

John Fox, Foxhaven Video  
Shannon Kinslow, TOIL  
Dwain Watson, Citizen

#### *Airport Staff:*

Rex Tippetts, Director of Aviation  
Ed Storer, Amy Jordan, Gary Schroen

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### I. Approval of Agenda

*Commissioner Palmer moved to approve the agenda. Commissioner Simons seconded. Voice vote: All Ayes. The agenda was approved as distributed.*

### II. Consent Agenda

- A. Minutes: October 2009 Regular Board Meeting
- B. October 2009 Financial Statements

*Commissioner LaCroix moved to approve the agenda. Commissioner Simons seconded. Voice vote: All Ayes. The consent agenda was approved as distributed.*

### III. Action Items

#### A. Terminal Restaurant/Food Service

Director of Aviation, Rex Tippetts, discussed the ongoing efforts by airport staff, in coordination with Subway, to finalize plans and paperwork for a Subway Café establishment. The Airport's attorney has reviewed the franchise agreements and all concerns have been addressed with Subway. After a lengthy discussion, Chairman Granum asked Tippetts what was

needed from the Board. Director of Aviation, Tippetts, said that if the Board would like staff to move forward with a Subway franchise, they would need to approve the Grand Junction Regional Airport Authority entering into a franchise agreement, and to approve him (Rex Tippetts), to sign the franchise agreement.

*Commissioner LaCroix moved to approve the Grand Junction Regional Airport Authority to enter into a franchise agreement with Subway (DA Inc.) and to allow Rex Tippetts to sign the franchise agreements. Commissioner Little seconded. Voice vote: All Ayes.*

*B. Resolution 2009-007: 2010 Fees and Charges*

Director Tippetts discussed the major changes for the 2010 Fees and Charges. These items included:

1. Airport parking violations.
2. Expansion of fees to match various types of badging.
3. Changes to fees.
4. Move toward a single land lease rate (irrespective of land relative to runway).

*Commissioner Simons moved to approve the 2010 Fees and Charges. Commissioner Stevens seconded. Roll call vote: All Ayes. The 2010 Fees and Charges were approved as distributed.*

*C. Verizon Wireless Easement*

Director of Aviation, Rex Tippetts discussed with the Board the existing and requested access easement Verizon Wireless has with the Airport Authority. Tippetts presented a drawing that detailed where the access easement penetrates the Airport property. Tippetts requested that the Board approve the access easement and allow him to sign the easement documents.

*Commissioner Simons moved to approve the 2010 Fees and Charges. Vice Chairman Lacy seconded. Voice vote: All Ayes. The Verizon Wireless Access Easement was approved and Rex Tippetts is allowed to sign the easement documents as required.*

*D. Dispatch/Communications/Radio upgrade Request*

Director, Rex Tippetts briefed the Board about future radio communication needs. Tippetts mentioned that the City of Grand Junction is switching to an 800 MHz radio system in early 2010. Grand Junction Dispatch Center will no longer maintain the 700 MHz system, which is what the Airport currently operates.

Tippetts discussed the fact that the Aircraft Rescue Firefighting Personnel communicate with Grand Junction Fire and Grand Junction Dispatch frequently, when responding to emergencies at the Airport. Therefore, it is essential to emergency response that the Airport makes the switch to the 800 MHz system.

Tippetts also stated that Grand Junction Dispatch has approached the Airport on numerous occasions, asking the Airport to be incorporated into

the countywide dispatch system, and be dispatched to emergencies through the central dispatch center. This will allow for better communications between responding agencies to Airport emergencies. Tippetts said that this transition will also allow the Airport access to a paging system, managed through central dispatch, for after hour's emergencies.

The total cost involved in this transition will be approximately \$100,000.00. The cost will be incorporated in the 2010 Budget.

*No Action required by the Board at this time.*

*E. Resolution 2009-008: 2010 Budget Adoption*

Rex Tippetts discussed with the Board the changes to the recommended 2010 budget. The 2010 budget was reviewed in detail at a board workshop on October 6, 2009. Major changes since the October 6 budget review include:

1. Runway deicing: \$5,000.
2. PERA increase in contribution rate: \$27,862.
3. Upgrade radios to 800 MHz frequency to communicate with city police and fire: \$100,000.
4. Capital project update on revenue and expenditures: Net Revenue Change: \$4,693,750; Net Expenditure Change: \$-8,369,266; Net Profit or Loss Change: \$3,675,516. The primary reason for the change in net loss is carryover of project expenditures for Walker Field Drive for \$500,000 and carryover of project expenditures for the Rental Car Service Area improvement for \$2,500,000. The revenue for these two projects was recognized in 2007 and 2009.

Tippetts also mentioned that the restaurant revenues/expenditures will be added to the 2010 budget. The approximate revenues/expenditures include:

1. The estimated capital cost to construct and equip the food service establishment is approximately \$347,205.00.
2. The estimated annual operating revenue is \$378,000.00.
3. The annual operating expenditures are estimated at \$258,293.00.

*Commissioner Lacy recused himself from voting on this item because of personal involvement in a capital project. Commissioner Simons moved to approve the 2010 Budget. Commissioner Palmer seconded. Roll call vote: All Ayes.*

*Commissioner Lacy: Recused. The 2010 Budget was approved as distributed with the addition of the restaurant revenues/expenditures.*

*F. 2010 Board Meeting/Workshop Calendar*

Director, Rex Tippetts discussed that the Grand Junction Regional Airport Bylaws, Section 5, states that "Regular meetings of the Directors shall be held at the Grand Junction Regional Airport Authority Offices in Mesa County, Colorado for the purpose of transacting the business that may

come before the meeting. Meetings shall be held at least once each calendar month, unless cancelled or delayed as provided herein.”

It was determined by the Board of Commissioners that the 1st Tuesday of each month be programmed as Workshops, and the 3rd Tuesday of each month be programmed as Meetings.

Tippetts discussed that following this order, Airport Staff has outlined the workshop and meeting dates for 2010, with appropriate modifications to accommodate staff absences.

*Vice Chairman Lacy moved to approve the 2010 Meeting Calendar. Commissioner Palmer seconded. Voice vote: All Ayes. The 2010 Meeting Calendar was approved as distributed.*

**IV. Discussion Items**

*A. Managers Update*

Director, Rex Tippetts gave a brief overview of the last few days’ snow removal operations.

*B. Construction Update*

None.

**V. Adjournment:**

Commissioner Simons moved to adjourn the board meeting at 6:15 PM, Vice Chairman Lacy seconded. The next meeting of the Airport Authority Board will be at 5:15 PM on January 19, 2010 in the Grand Junction Regional Airport Terminal Building.

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Denny Granum, Board Chairman

***ATTEST:***

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Amy Jordan, Clerk to the Board