



Grand Junction Regional Airport Authority Board
Meeting Minutes
January 18, 2011

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 January 18, 2011 in Grand Junction, Colorado and in the County of Mesa.

Present:

Commissioners:

Denny Granum, Chairman
John Stevens
Tom LaCroix
Roger Little
Tom LaCroix
Gregg Palmer

Other:

Collin Fay, Colorado Flt Center
John, Fox Fox Haven Video
Republic Parking Representatives
Todd Hollenbeck, Mesa County
Shannon Kinslow, TOIL
Mark McFarland, BD
Ryan Hayes, BD

Airport Staff:

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

I. Approval of Agenda

Chairman Granum moved to approve the agenda. Commissioner Stevens also moved, Commissioner LaCroix seconded. Voice vote: All Ayes. The agenda was approved as distributed.

II. Consent Agenda

- A. Minutes: December 2010 Regular Board Meeting
- B. Financials: November 2010

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

III. Action Items

A. Election of 2011 Officers

The Grand Junction Regional Airport Authority By-Laws requires that the election of officers for a new year be held at the first regular board meeting in January.

The positions for election include, Chairman (Board Member), Vice Chairman (Board Member), Treasurer (Historically, the Director of Aviation), Clerk (Airport Staff Member), and Deputy Clerk (Airport Staff Member).

Director Tippetts recommended the following individuals to serve in the 2011 Officer positions:

- Treasurer: Rex A. Tippetts
- Clerk: Amy Jordan
- Deputy Clerk: Eddie Storer

Commissioner Stevens moved to elect Dan Lacy as the Chairman to the Board, Tom LaCroix as the Vice Chairman, Rex Tippetts as Treasurer, Amy Jordan as Clerk, and Eddie Storer as Deputy clerk for 2011. Commissioner Palmer seconded. Voice vote: All Ayes. The 2011 Election of Officers was approved.

B. Adoption of Resolution No. 2011-001: Resolution Concerning Execution of Documents Pertaining to Bank Accounts

Each year, the Board adopts a new Banking resolution. The resolution is sent to all financial institutions with which the Authority conducts business. Staff is requesting an increase in the check-spending limit from \$25,000 from \$30,000. The increase is necessary to pay for gasoline purchased for the rental car fuel storage tank. The resolution is follows:

Operating Expenses - Checks less than \$30,000 for invoices pertaining to regular business of the Authority – One staff signature.

Operating Expenses - Checks equal to or greater than \$30,000 for invoices pertaining to regular business of the Authority – One staff signature and one signature of either the board Chairman or Vice Chairman.

Board approved 2011 budgeted debt service payments (currently a bond for the Walker Field Drive Improvement and a promissory note to the Colorado State Infrastructure Bank) – One staff signature.

Director Tippetts recommended the Board approve Resolution No 2011-001: Resolution Concerning Execution of documents pertaining to bank accounts contingent upon the insertion of the Board officers' and members' names resulting from the election of officers. Additionally, Tippetts recommended that the Board authorize the Chairman to sign the Resolution on behalf of the Authority.

Commissioner Stevens moved to approve the Adoption of Resolution No. 2011-001: Resolution Concerning Execution of Documents Pertaining to Bank Accounts. Commissioner Little seconded. Roll call vote: All Ayes. Resolution No. 2011-001: Resolution Concerning Execution of Documents Pertaining to Bank Accounts was approved as distributed.

C. Adoption of Resolution No. 2011-002: Resolution of the Board of Commissioners Regarding Authority to Execute Standardized Agreements for the Grand Junction Regional Airport Authority

The “Standardized Agreements” include the following:

- Ground Leases
- Building Use and Lease Agreement
- Sublease Agreement
- Easement Deed and Agreement
- Independent Contractor Agreement
- Loan of Property Agreement
- Community Exhibit and Display Agreement
- Off-Airport Rental Car Agreement
- Off-Airport Parking Agreement
- Licensing Agreement
- Termination Agreement
- Landlord's Consent to Lease Assignment
- Airline Lease

Director Tippetts discussed that Resolution 2011-002 renews the authority granted previously to the Director of Aviation to execute Standardized Agreements including certain amendments thereto, assignments thereof, and terminations thereof (unless such documents contain additional provisions that have not been previously approved by the Board) on behalf of the Authority. The Director of Aviation will continue to apprise the Board of any such Standardized Agreement signed during the previous

month. This resolution will expire on January 31, 2012 unless renewed by the Board.

Commissioner LaCroix moved to approve the Adoption of Resolution No. 2011-002: Resolution of the Board of Commissioners Regarding Authority to Execute Standardized Agreements for the Grand Junction Regional Airport Authority. Commissioner Palmer seconded. Roll call vote: All Ayes. Resolution No. 2011-002 was approved as distributed.

D. Third Addendum to the Airport Parking Lot Operating Agreement

Director Tippetts briefed the Board that the contract with Republic Parking to manage Grand Junction Regional Airports' parking lot expires March 31, 2011 (including two contract extensions). Republic Parking has maintained an excellent working relationship with the airport, and provides the airport with a high percentage of gross revenue from parking lot revenues. Director Tippetts recommended the Board approve the third addendum with Republic Parking for an additional five years.

Commissioner Granum moved approve the third addendum to the Airport Parking Lot Operating Agreement. Commissioner Palmer seconded. Voice vote: All Ayes. The addendum was approved as distributed.

IV. Discussion Items

A. Website Review

Staff member, Amy Jordan, briefed the Board on the progress of the Airport's new website development. Jordan showed the Board some of the new features the website will have and gave a brief demonstration.

B. Terminal Area Plan *Barnard Dunkelberg & Company*

Mark McFarland with Barnard Dunkelberg & Co. briefed the Board on Airport's start of a Terminal Area Plan. Mark discussed that this plan will take a comprehensive look at all the facilities located within the terminal envelope. Mark also discussed that included, as an attachment to this plan will be an in-depth analysis of the current operating efficiencies and inefficiencies of the present terminal building.

C. Environmental Assessment Update *Barnard Dunkelberg & Company*

Ryan Hayes with Barnard Dunkelberg & Co. briefed the Board on the progress of the Environmental Assessment and the BLM Land Transfer. Hayes noted that the Notice of Intent has been published in the Federal Registry.

D. Manager's Update

Director Tippetts updated the Board on a lease with the TSA, which is in progress, but taking time.

E. Construction Update

Construction Manager Storer updated the Board on the ramp project in front of the Sky Adventure hangar.

V. Adjournment

Commissioner LaCroix moved to adjourn the board meeting at 6:15 p.m., commissioner Stevens seconded. The next meeting of the Airport Authority Board will be at 5:15 PM on February 15, 2011 in the Grand Junction Regional Airport Terminal Building.

Dan Lacy, Board Chairman

ATTEST:

Amy Jordan, Clerk to the Board