



---

**Grand Junction Regional Airport Authority Board**  
Meeting Minutes  
April 19, 2011

**Opening:**

Mr. Dan Lacy, Board Chairman, called the regular meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on April 19, 2011 in Grand Junction, Colorado and in the County of Mesa.

**Present:**

*Commissioners:*

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

*Airport Staff:*

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

*Other:*

Shannon Kinslow, TOIL  
Terri and Mike Knode, Citizen  
Jack and Marilyn Hill, Citizen  
Chuck and Loraine Willney, Citizen  
Dale and Mary Beth Pyle, Citizen  
Gary and Judy Weston, Citizen  
Patti Svaldi, Citizen  
JoAnn Smith, Open Range Gift Shop  
Anthony and Susan Valdez, Citizen  
Darlene Smith, Open Range Gift Shop  
Les Crawford, Citizen  
Clay Hanlon, Citizen  
Mike Russell, Citizen

---

**I. Approval of Agenda**

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

**II. Public Comments and Communications**

Mike Knode spoke in support of the Open Range Gift Shop.

**III. Consent Agenda**

- A. Minutes: March 2011 Regular Board Meeting
- B. Financials: February 2011
- C. Financials: March 2011

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

#### **IV. Action Items**

##### **A. Request For Proposals For Operation of a Retail Goods Concession (Gift Shop)**

Director Tippetts told the Board that the Grand Junction Regional Airport Authority received three bids for the Gift Shop RFP. Tippetts discussed that this is a lease that must go out for selection every five (5) years. The RFP stated the grading criteria for the winning bidder, with 50% of the points assigned to minimum annual guarantee (MAG's) and monthly percentage of gross revenues being offered to GJRAA.

A supplement letter to the RFP was sent to the three bidders to clarify their proposals in a format which permitted the Authority to make an accurate comparison of the financial terms. The letter requested a re-submittal of the percent of gross revenue and MAG's for each of the five years of the lease.

The responses were received on April 18, 2011 and were evaluated by staff. The supplemental information rated Open Range Gift Shop, the current operator, as the highest out of the three bidders for the MAG. Therefore, Director Tippetts recommended that the Board award the bid to Open Range Gift Shop.

*Commissioner Gramum moved to award Open Range Gift Shop the bid to operate retail goods concession (gift shop) at the Grand Junction Regional Airport. Commissioner Palmer seconded. Voice vote: All Ayes. The Xcel Energy Utility Easement was approved as distributed. The bid to operate retail goods concession (gift shop) at the Grand Junction Regional Airport was awarded to Open Range Gift Shop.*

##### **B. Approval of the Grand Junction Regional Airport Authority 2010 Audited Financial Statements**

Each year, the financial statements are audited by an independent Certified Public Accounting (CPA) firm. The 2010 financial statements were audited by Chadwick, Steinkirchner, Davis & Co., P.C.

Lisa Hemann, the Audit Lead for Chadwick, Steinkirchner, Davis & Co., P.C. presented the 2010 Audited Financial Statements for the Grand Junction Regional Airport Authority.

The purpose of the annual audit is to express an opinion on whether the financial statements prepared by airport staff (with board oversight), are fairly presented, in all material respects, and in conformity with U.S. generally accepted accounting principles.

Upon approval by the board, the 2010 audited financial statements are released to reporting agencies, investors (bond holders), and other interested parties.

Director Tippetts concluded with a brief statement agreeing with the audit findings and recommended the board approve the 2010 Audited Financial Statements.

*Commissioner Granum moved to approve the Grand Junction Regional Airport Authority 2010 Audited Financial Statements. Commissioner Little seconded. Voice vote: All Ayes. The Grand Junction Regional Airport Authority 2010 Audited Financial Statements were approved as distributed.*

**C. Draft FAA Grant #03-08-0027-47 Acquisition of Snow Removal Equipment**

The FAA is offering the Grand Junction Regional Airport a grant for the acquisition of snow removal equipment consisting of a 972 Cat Loader, 24 foot plow, 2 separate buckets and a set of pallet forks. The grant has been awarded as 03-08-0027-47.

AIP-47 is for \$456,041.00.

GJRA purchased this equipment in 2010 and the FAA agreed to fund the project, but was unable to offer the grant until now. Approval of the Grant and Co-sponsorship Agreement will be scheduled with the City and County.

*Commissioner Granum moved to approve the Draft FAA Grant #03-08-0027-47 Acquisition of Snow Removal Equipment and authorize the Chairman to sign all of the original documents on behalf of the Airport Authority, when received from the FAA. Voice vote: All Ayes. The Draft FAA Grant #03-08-0027-47 Acquisition of Snow Removal Equipment was approved as distributed.*

**V. Discussion Items**

**A. Manager's Update**

Director Tippetts updated the Board on the Environmental Assessment and the BLM Land Transfer and notified the Board that there will be a public scoping meeting in coordination with the BLM on April 6<sup>th</sup> at 6:00pm that he would like the Board to attend.

**B. Construction Update**

Construction Manager Storer updated the Board on the fence project. Storer stated that the project is approximately 25% complete and that completion of this phase of the project will be in mid-August.

**VI. Adjournment**

The Board adjourned at 6:10 p.m. The next meeting of the Airport Authority Board will be at 5:15 PM on May 24, 2011 in the Grand Junction Regional Airport Terminal Building.

---

Tom LaCroix, Board Vice-Chairman

*ATTEST:*

---

Amy Jordan, Clerk to the Board