



Grand Junction Regional Airport Authority Board
Meeting Minutes
June 14, 2011

Opening:

Mr. Tom LaCroix, Board Chairman, called the regular meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on June 14, 2011 in Grand Junction, Colorado and in the County of Mesa.

Present:

Commissioners:

Tom LaCroix, Chairman
Doug Simons, Vice Chairman
Denny Granum
John Stevens
Dave Hibberd
Bill Pitts

Other:

Shannon Kinslow, TOIL
Collin Fay, CO Flight Center

Airport Staff:

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

I. Approval of Agenda

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

II. Public Comments and Communications

None.

III. Consent Agenda

A. Minutes: May 2011 Regular Board Meeting

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

IV. Executive Session

Discussion Items:

1. Proposed Leases

2. Security Sensitive Information (S.S.I.)

V. Action Items

A. Lease of Airport Terminal Space

Director Tippetts told the Board that in August 2009, GSA (negotiating the lease for TSA) approached the Grand Junction Regional Airport to re-new the TSA lease in the airport terminal. In addition, GSA notified the Airport that TSA needed additional space for its growing regional district office. The Airport was unable to accommodate the request for additional office space and TSA continued to lease their existing space on a month to month basis.

In June 2010 a second GSA contracting officer was assigned to the Grand Junction Regional Airport. GSA approached the Airport again, requesting additional office space within the airport terminal building to accommodate the growing TSA district office. If the Airport could not provide additional space for the TSA district office, GSA would pursue an off airport site for the bulk of their operations, with the Airport losing a major source of revenue.

The only office space available for TSA expansion is the office space currently occupied by the Grand Junction Regional Airport Administration offices. The Airport then began negotiations to lease the current Grand Junction Regional Airport Administration office space.

Negotiations began using the standard GSA “long form lease”. Negotiations were onerous due to the unwieldy “long form lease” requirements. GJRAA rejected almost every paragraph due to the Airport not being able to comply with GSA building requirements. In January 2011, the contracting officer left GSA with negotiations half completed.

In February, 2011, a third GSA contracting officer was assigned to the Airport. A new “short form lease” was sent to the Airport. The “short form lease” was similar to the “long form lease” with the Airport rejecting almost every paragraph.

In April 2011, GSA released a new “airport lease”. The Airport was agreeable to the airport lease except for a couple of paragraphs which GSA agreed to change.

Negotiations have been completed and GSA has offered to lease the following areas:

1. 2nd floor (2,050 sq. ft. and currently leased to TSA)

2. 3rd floor (1,538 sq. ft. and currently leased to TSA)
3. 3rd floor (3,746 sq. ft. and currently occupied by the Airport Administration).
4. Common areas (1,100 sq. ft. following BOMA standards).

The lease is five years firm with an option to lease an additional five years. The new lease rate is \$28.63 per square foot (\$241,465.42 on an annual basis). The current lease rate is \$22.00 per square foot. The airport attorney has reviewed the lease.

Commissioner Granum moved to approve the lease of the of the airport terminal space and authorize the Director of Aviation to sign the non-standard lease agreement. Vice Chairman Simons seconded. Voice vote: All Ayes. The lease of the airport terminal space was approved as distributed.

B. Execution of Non-Standard Lease

The Grand Junction Regional Airport has leased their former office space to GSA (on behalf of TSA). No suitable office space is available in the airport terminal or on airport grounds for the Airport Administration offices.

The airport authority has located suitable office space at Horizon Park Plaza located on Horizon Court.

Terms of the lease are:

1. Two year lease with a one year option.
2. 4,968 square feet.
3. \$12.00 per square foot including all utilities and cleaning.

The new office is partially furnished and would be completed with furniture from current airport offices. Move costs are anticipated to not exceed \$20,000. Any unused furniture would be offered to TSA at an appropriated price.

Staff recommends the Airport Board lease office space at Horizon Park located on Horizon Court, approve office relocation expenses of up to \$20,000 and offer to sell unused furniture to TSA. Staff also recommends that the Airport Director sign the non-standard lease agreement.

Commissioner Stevens moved to the lease of office space in Horizon Park Plaza, the relocation expenses for up to \$20,000.00 and have the Director of Aviation sign the non-standard lease agreement. Commissioner Granum seconded. Voice vote: All Ayes. The execution of a non-standard lease was approved as distributed.

VI. Discussion Items

A. Terminal Area Plan Update

Director Tippetts briefed the Board on Airports progress of a Terminal Area Plan. Director Tippetts also asked if each Board member would please share their thoughts and ideas on what is important for them to see in the design and build of a new Airport Terminal Building. Those thoughts are as follow:

1. Commissioner Pitts: No Comment.
2. Commissioner Stevens: Would like to make sure that the facility accommodates everyone.
3. Commissioner Granum: Would like to see a functional building that accommodates everyone and is efficient. Would like to make sure that the building is cost effective. The building does not need to make a huge statement, it needs to work. Santa Barbara Airport Terminal Building is a good example.
4. Chairman LaCroix: Would like to see an efficient and function building that is easy to maintain. The building needs to be simple and easy to use and not necessarily a monument. Would like to explore the possibility of removing the escalators. Bozeman Airport Terminal Building is a good example.
5. Vice Chairman Simons: Would like to see a building that is modern in design and fits with the western Colorado landscape. The building must be efficient and designed to allow for growth. Would like to see a restaurant space with views incorporated into the new facility.
6. Commissioner Hibberd: The building must be functional and efficient.

B. Manager's Update

Director Tippetts updated the Board on the 2011 JumpStart Conference, where he met with airline route planners and discussed the current and future air service situation of the Airport.

C. Construction Update

Construction Manager Storer updated the Board on the fence project. Commissioner Pitts asked Chairman LaCroix for an update of the Fence Committee that was established last month. Chairman LaCroix said that the committee has been meeting on a weekly basis and are primarily doing due diligence and looking into alternatives. At this point, none of the alternatives explored have proved to be viable. The committee will continue to meet regularly.

VII. Adjournment

The Board adjourned at 6:50 p.m. The next meeting of the Airport Authority Board will be at 5:15 PM on July 19, 2011 in the Grand Junction Regional Airport Terminal Building.

Tom LaCroix, Board Chairman

ATTEST:

Amy Jordan, Clerk to the Board