



Grand Junction Regional Airport Authority Board
Meeting Minutes
July 19, 2011

Opening:

Mr. Tom LaCroix, Board Chairman, called the regular meeting of the Grand Junction Regional Airport Authority Board to order at 6:00 PM on July 19, 2011 in Grand Junction, Colorado and in the County of Mesa.

Present:

Commissioners:

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

Other:

Shannon Kinslow, TOIL
Ron Taylor, WCHRC
Steve Bottom, TriStar Aviation
Dana Brewer, Monument Aircraft
Ron Rouse, Colorado Airlines
Bill Marvel, Clear Blue Sky
David Shepard, Citizen
Bob Erbish, Aero Fuel
Paul Bannister, Montrose Citizen
*Multiple other attendees that did not sign-in.

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 Hibberd seconded. Voice vote: All Ayes. The agenda was approved as distributed.

II. Public Comments and Communications

Chairman LaCroix introduced Mr. Morgan Homan as the Authorities newest Board Commissioner. Chairman LaCroix elaborated on Mr. Hamon's background in aviation as an avid aviator and a Navy veteran. Chairman LaCroix said that he will be a good addition to the Authority. David Shepard, Citizen, asked to address the Board in regards to the Airport Security Fence Project and Tenant Leases. Mr. Shepard asked if it would be okay for the group to ask questions following the Fence Committee Update,

instead of bringing those questions to the table at this point, since many of the questions asked, may be addressed in that update. Chairman LaCroix agreed that was a reasonable request. Mr. Shepard then asked a question regarding leases at the Airport. Shepard asked the Board what their position is in regards to lease renewal. Chairman LaCroix said that the Board is not going to discuss leases at this meeting, but may discuss it at a later date.

III. Consent Agenda

A. Minutes: June 2011 Regular Board Meeting

B. Financial Statement: May 2011

C. Financial Statement: June 2011

Commissioner Pitts asked to comment on the Consent Agenda. Commissioner Pitts stated that he would like to make a correction to the minutes of the June 14, 2011 meeting. His correction is as follows: *“During the meeting of June 14, 2011, Commissioner Doug Simons made comments during an executive session about me (Commissioner Pitts) regarding my concern about the airport tenants and the fence project. I ask that those comments be stricken from the record of that meeting because they were off topic for the executive session and were otherwise inappropriate.”*

Director of Aviation, Rex Tippetts also noted some typos in the minutes and asked that we pull the minutes from the Consent Agenda to make the above noted corrections and will approve the minutes at the next meeting of the Authority.

Commissioner Stevens moved to approve the consent agenda, with the removal of the Minutes from the June 2011 Regular Board Meeting. Commissioner Granum seconded. Voice vote: All Ayes. The consent agenda was approved as corrected.

IV. Action Items

A. Architectural Services Selection

Chairman LaCroix told the Board that the Architectural Service Selection Committee, which includes four (4) Board members, interviewed Architectural firms this afternoon and at this point is not ready to make a decision or provide a suggestion to the Board. Therefore, this item will be removed from the agenda.

B. Resolution No 2011-006: Revised Banking resolution

A Resolution Concerning Execution of Documents Pertaining to Bank Accounts

Director Tippetts explained that each year, the Board adopts a new Banking resolution. The resolution is sent to all financial institutions with which the Authority conducts business. The Banking resolution that was

completed in January of this year is outdated, due to a change in positions and addition of Airport staff. Therefore, a new resolution is needed. The resolution is follows:

1. Operating Expenses - Checks less than \$30,000 for invoices pertaining to regular business of the Authority – One staff signature.
2. 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.
3. Board approved 2011 and 2012 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.
4. Due to the pending retirement of Eddie Storer, Assistant Director - Construction, staff recommends that the Assistant Director – Construction check signatory is replaced with Kathie Lucas, Deputy Director – Operations.

Commissioner Stevens moved to approve Resolution No 2011-006: Revised Banking resolution A Resolution Concerning Execution of Documents Pertaining to Bank Accounts. Vice chairman Simons seconded. Voice vote: All Ayes. Resolution No 2011-006: Revised Banking resolution A Resolution Concerning Execution of Documents Pertaining to Bank Accounts was approved as distributed.

C. Resolution 2011-007: Colorado Discretionary Aviation Grant Agreement 12-GJT-01

Director Tippetts explained that the Airport has applied for and received a grant for matching funds to hire an airport operations intern.

This internship will begin in September 2011 and last for a period of 12-months. This will be the fourth year that the Airport has been able to provide the opportunity for an internship.

The Total Grant Amount is \$16,640.00.

This grant is a matching grant; therefore, the Airport must contribute a minimum of \$16,640.00. This position and the required matching funds were allocated and approved in the 2011 budget.

Vice Chairman Simons moved to approve Resolution No 2011-007: Colorado Discretionary Aviation Grant Agreement 12-GJT-01. Commissioner Hibberd seconded. Voice vote: All Ayes. Resolution No 2011-007: Colorado Discretionary Aviation Grant Agreement 12-GJT-01 was approved as distributed.

D. Consideration of Purchase of Additional Snow Removal Equipment

Director Tippetts explained that since the completion of the parking lots staff has struggled with snow removal in all of the airport parking lots.

With our current equipment, it is difficult and very labor intensive to keep

the lots plowed. The Airport has had many slip and falls over the past few years, that included passengers and employees. Airport staff has demoed a variety of different types of equipment, searching for something that will be efficient, has good visibility, and can be used year-round.

Staff has found that a Compact Wheel Loader equipped with a blade to clean the parking spots is best for our type of operation. Properly equipped, all the attachments that we already own will mount on the loader.

Commissioner Granum asked what the cost of the equipment would be and Director Tippetts said it would cost approximately \$90,000.00.

Vice Chairman Simons moved to approve the purchase of additional snow removal equipment. Commissioner Hibberd seconded. Voice vote: All Ayes. The purchase of additional snow removal equipment was approved as distributed.

E. Draft FAA Grant #03-08-0027-49 Conduct Environmental Assessment for Replacement Runway 11/29 (Phase II)

Director Tippetts explained that the Grand Junction Regional Airport has applied for a grant to conduct the second phase of environmental work for the replacement Runway 11/29, the 27 ¼ Road relocation, the amendment of the Bureau of Land Management (BLM) Grand Junction Field Office Resource Management Plan, and the transfer of BLM land, from the Federal Aviation Administration under the AIP Grant Program. AIP-49 will not exceed \$1,200,000.00. Approval of the Co-sponsorship Agreement between the Authority, City and County will be scheduled in August.

Commissioner Granum moved to approve the FAA Grant #03-08-0027-49 Conduct Environmental Assessment for Replacement Runway 11/29 (Phase II). Vice Chairman seconded. Voice vote: All Ayes. FAA Grant #03-08-0027-49 Conduct Environmental Assessment for Replacement Runway 11/29 (Phase II) was approved as distributed.

V. Discussion Items

A. Manager Update

Director Tippetts updated the Board on the 2011 JumpStart conference that he just attended. Tippetts stated that the conference was successful and he met one-on-one with the airline route planners. Tippetts also presented the Board with a packet discussing the fence project. This packet included information detailing the chronological timeline of major milestones associated with the Airport Perimeter Fence Project. Tippetts also stated that this packet is available on the Airport's website.

B. Fence Committee Update

Chairman LaCroix explained that a Committee has been put together comprising of two Board members, one Airport staff person, and multiple tenants. This committee has met 5 times over the last month. LaCroix stated that this committee has looked more in-depth into a variety of alternatives, including lock boxes, and aircraft gate, and more. LaCroix stated that at this point, all the alternatives explored have not proven to be as cost efficient and convenient. LaCroix stated that although some of these options might work, there is no funding for them. The Airport cannot legally use federal monies to make improvements on private ease holds. Therefore, until the tenants are willing to pay for the improvements, it makes them difficult. Due to the layout of the General Aviation Area, all the tenants on Aviators and Navigators would have to participate and help fund the improvements.

Commissioner Granum also brought up the fact that the Airport has been issued a letter of investigation by the Transportation Security Administration for non-compliance with security regulation 1542 and that the Airport has only a short time to respond to this and tell them how the Airport will comply. If the Airport does not, or refuses to comply, the Airport is at risk for TSA to stop all passenger screening, which would in-turn stop all commercial air service.

Commissioner Hamon noted that the letter of investigation is very clear in that the Airport is in serious violation of federal regulations.

Commissioner Hamon urged that all Airport tenants go visit Rex Tippetts and read the letter, since it is security sensitive information, no copies can be made.

David Shepard, Citizen, asked if the Airport had thought about how the businesses are going to receive their mail and their FedEx and UPS deliveries. Tippetts stated that this has been thought of and that the FedEx and UPS drivers have all been badged.

Paul Bannister, Citizen, from Montrose Airport stated that the Montrose Airport has not had to do this yet, and since the Grand Junction Regional Airport is trying to put people out of business, he took his business to Alamosa, when he had to purchase \$40,000 worth of avionics instead of going to Grand Junction based, TriStar Aviation.

Bill Marvel, Airport Tenant, spoke and asked if the Tenant Security Programs had been looked into. Tippetts stated that the Tenant Security Plans are in fact a viable alternative; however, it would require nearly every lease on Aviators and Navigators to put together a plan and have it approved by the TSA. Due to the layout of the General Aviation area, all tenants would need to participate. If this occurred, it would also require the Airport to add a staff person to manage the plans.

Bob Erbish, Aero Fuel, spoke and stated that if the gates go up as planned, it would put him out of business.

Commissioner Granum spoke and stated that he had been listening and understands the inconveniences that these gates will bring in, but that

these gates are the most efficient and viable alternative. Granum also stated that there will be a business directory and call phone placed at the entrance of each gate, to help facilitate customers and businesses. David Shepard, Citizen, spoke off topic and asked the Board if they were aware of the high airfares that United is charging between Grand Junction and Denver. Director Tippetts stated that he is quite aware of the issue and has been having conversations with United for the last 6-8 months trying to get it corrected.

After much discussion, Chairman LaCroix wrapped up by stating that the Airport is not trying to put anyone out of business. LaCroix stated that he understands the importance of these businesses and that the Airport has been diligently looking into viable alternative, but has yet to find one. LaCroix stated that he appreciates the Tenants coming to the Board to discuss their concerns, and would prefer that all complaints, suggestions, comments, etc... be directed to the Airport Board of Commissioners and not to the City of Grand Junction or to the Mesa County Commissioners. He said that this is the regulation Board of the Airport and that this is where those comments need to come and be heard. The committee plans on continuing its meetings and looking for alternatives until every alternative has been exhausted. LaCroix also said that the committee and the Board are open to suggestions.

C. Industrial Park

Commissioner Pitts stated that the City of Grand Junction, Mesa County, Grand Junction Economic Partnership, the Grand Junction Chamber, and other organizations are working together to look at economic development opportunities within the area and thought that the Airport should have a representative involved in those discussions. Commissioner Granum explained that the Airport has been very proactive in terms of development and has kept the Grand Junction Economic Partnership abreast of the land that is available at the Airport.

D. Construction Update

Construction Manager Storer updated the Board on the fence project. Storer stated that there are 62 days remaining in the project and that approximately 70% of the fabric has been installed.

VI. Adjournment

The Board adjourned at 8:25 p.m. The next meeting of the Airport Authority Board will be at 5:15 PM on August 16, 2011.

Tom LaCroix, Board Chairman

ATTEST:

Amy Jordan, Clerk to the Board