



Grand Junction Regional Airport Authority Board
Meeting Minutes
August 16, 2011

Opening:

Mr. Tom LaCroix, Board Chairman, called the regular meeting of the Grand Junction Regional Airport Authority Board to order at 5:16 PM on August 16, 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
Justin Pietz, Armstrong Consulting
David Hartman, Armstrong Consulting
Dan Lacy, Citizen
Collin Fay, Colorado Flight Center
Bill Marvel, Clear Blue Sky
Bob Erbish, Aero Fuel

Airport Staff:

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

I. Approval of Agenda

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

II. Public Comments and Communications

None.

III. Consent Agenda

A. Minutes: June 2011 Regular Board Meeting

Commissioner Pitts asked to comment on the Consent Agenda. Commissioner Pitts stated that he had a correction to minutes of the June 14, 2011 meeting. Commissioner Pitts said that he had requested these changes at the July Board Meeting and had given Clerk, Amy Jordan the corrections in writing. Clerk Jordan stated that all the corrections that Commissioner Pitts had requested had been made, except those corrections to the Executive Session, in which she had been instructed to not put in the public minutes. Commissioner Pitts said that he had additional changes, but did not have the changes with him at this time and would have to bring them to the next meeting. Chairman LaCroix asked Commissioner Pitts to email the Board and Staff any corrections to the minutes in advance. Chairman LaCroix agreed to table the minutes and allow Commissioner Pitts to submit any corrections to the minutes at the next Board meeting.

Commissioner Pitts also commented that he thought that a video should be used for documentation of all Board Meetings.

IV. Action Items

None.

V. Discussion Items

A. Terminal Area Plan Update

Mark McFarland of Barnard Dunkelberg and Company (BDC) introduced the team that BDC brought with them today. The team included, Ryk Dunkelberg, Ryan Hayes, Tim Malloy, and Shannon Murphy. Mark explained that they will be reviewing the final draft of the Terminal Area Plan. Mark also stated that any comments that the Board has, he would like to have submitted to Staff within two weeks to incorporate into the final document. Mark discussed that the Grand Junction Regional Airport Authority has prepared a Terminal Area Plan. The intent of the Terminal Area Plan is to build upon the recently completed 2009 Airport Master Plan Update. The purpose of this plan is to prepare a detailed facilities layout “concept” for the development within the terminal area at Grand Junction Regional Airport. The terminal area is defined as on-airport property that includes the terminal building, the terminal aircraft parking apron, along with areas inside of and adjacent to the terminal loop roadway system (formed by Walker Field Drive, Eagle Drive, Falcon Way and H-Road). In addition, Mark said that “schematic” concept plans had been developed for other developable areas of the airport that they would be reviewing this evening.

Ryan Hayes, with BDC, stated that the focus of this study is to make recommendations on the appropriate use of all land parcels in the terminal area, and has included programming to determine appropriate sizes for terminal building components, roadway capacities, and terminal curb frontage, aircraft and automobile parking, and other airport facility needs that are quantifiable in consideration of aviation demand forecasts. Ryan explained that this study is not intended to provide detailed floor plans or architectural building elevations for proposed structures. However, building heights will be estimated for the purposes of Part 77 obstruction evaluation.

Ryan discussed how the plan goes into the phasing of the terminal area projects that have been identified, in particular, the phasing of building the new terminal building and the administration building.

Shannon Murphy, with the BDC Team, expanded on the commercial development areas to the south of the terminal building. Shannon explained how they have kept the greenbelt throughout the concepts, to build upon the greenbelt that has already been created with the development of Walker Field Drive.

Shannon explained that each developable area would be independently designed and laid out according to the use needed. Shannon also briefly touched on the road layout and circulation that has been placed within the developable areas and mentioned that thought was given to connectivity and ease of travel.

Commissioner Pitts stated that it appears that the parking lot remains the same size and what effect would that have on a multilevel parking garage. Shannon explains that the first phase of parking expansion is to bring the overflow area in the current parking lot up to standards to match the current general parking lot. The second phase of parking, as depicted on the graphics on the plan and in the narrative, is to then build, as needed, a three story parking garage to the west of the new terminal building. This structure is noted on the drawing. Between all of these identified options, that should meet the need for parking demand within the twenty year planning period.

Commissioner Pitts stated that the explanation did not answer his question. Mark McFarland explained that the study started by first determining the need for parking within the twenty year planning period. Please refer to page E.9 of your draft paper for the narrative. Once the total demand was identified, the parking improvements were identified and phased, in a way that can be easily built and makes sense.

Commissioner Pitts asked if the parking structure shown would be built first, and Mark explained that the phasing for parking improvements, as Shannon explained earlier, was to first improve the overflow lot, and then to move to the west of the Terminal Building and build the parking structure as needed. This may mean that only one level is built at a time, to accommodate the parking demand at the time.

Mark McFarland discussed that the next step is to include any comments from the Terminal Area Study Committee and the Board and Staff, and finalize the document. Once the document is complete, it will need to be accepted by the Board and then submitted to the Federal Aviation Administration for review.

B. Manager Update

Director Rex Tippetts updated the Board on Airport Improvement Program Grant 49. This grant is for the second phase of the environmental assessment for the replacement runway 11/29. Rex explained that the grant was approved by the Board, unanimously, at the July meeting, and that the City and County approved the grant at their respective meetings on August 15th. The grant has been issued by the FAA and is in the mail. The Airport should have that grant, ready for signature, by August 17th. Once the grant is received, it is imperative that we collect signatures and get it back to the FAA by August 22nd.

Rex also updated the Board on the Letter of Correction that was issued to the Airport by the Transportation Security Administration (TSA), in June of this year. Rex stated that certified letters were sent all the effected tenants. He also stated that the Airport only received responses to three of those letters. Most of the tenants did not respond to the letters.

Rex explained that this is a three part process: first the TSA issues a letter of correction, second they will issue a letter that requires compliance to the TSA regulations within 30-days or the Airport will receive fines, and Rex said he is expecting that letter any day. The third step is that the TSA will cease passenger screening operations for all commercial passengers. Rex stated that he was informed recently that the TSA will be doing a comprehensive inspection of the Airport at the beginning of next month. Rex stated that this inspection will be much more in-depth then the inspection that was conducted in June of this year.

C. Construction Update

Construction Manager Storer updated the Board on the fence project. Storer stated that 95% of the embankment has been completed and there is 28,000 lineal feet of partially installed fence. Pavement removal and storm water infrastructure improvements are at 90%. The concrete gate pads are 60% complete and the concrete islands are 40% complete. Storer stated that six of the eight bi-fold gates have been installed, but not operational. He said that he expects one of those gates to be fully operational by end of day tomorrow. Storer stated that two of the phases of the project, we are already collecting liquidated damages, due to overrun in time. None of the three pivot gates have been installed at this time. Storer said that wildlife

deterrent, or the fence skirting is 40% complete. The contractor has less than 40 days remaining in the contract.

D. Additional Comments

Chairman LaCroix asked if Commissioner Pitts would please address the Board with his idea to solve the access issue, associated with the fence project. Commissioner Pitts stated that a solution would be to allow the gates to remain open during tower operating hours. Chairman LaCroix stated that this was a solution that was originally discussed by the Board and was feasible until the numerous security violations and public outcry. Therefore, the TSA would have to determine if allowing the gates to remain open, would still meet the security requirements that the Airport has to meet.

Director Tippetts said that although this has been the plan from the beginning, the Airport has not yet officially tried to amend its security plan to request the gates to remain open during normal business hours. Director Tippetts said that he thought it still could be feasible and that Staff would write an official amendment to the airports security plan, requesting the gates remain open during normal business hours.

Vice Chair Simons reiterated that this was the solution in the very beginning of this project, before the numerous security violations and public complaining.

VI. Adjournment

The Board adjourned at 6:05 p.m. The next meeting of the Airport Authority Board will be at 5:15 PM on September 27, 2011.

Tom LaCroix, Board Chairman

ATTEST:

Amy Jordan, Clerk to the Board