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**Grand Junction Regional Airport Authority Board**  
**Board Meeting**  
Meeting Minutes  
November 16, 2017

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**REGULAR BOARD MEETING**

**Time: 5:15PM**

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**I. Call to Order & Pledge of Allegiance.**

Mr. Tom Benton, Board Vice-Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:17 PM on November 16, 2017 in Grand Junction, Colorado and in the County of Mesa.

<i>Commissioners Present:</i> Tom Benton Chuck McDaniel Robin Brown Erling Brabaek Thaddeus Shrader  <i>Airport Staff:</i> Mark Achen Victoria Hightower, Clerk Chance Ballegeer, Deputy Clerk Ty Minnick Shelagh O’Kane Eric Trinklein Ben Peck Mark Papko	<i>Other:</i> Shannon Kinslow, TOIL Bill Marvel, GJAUTA Jerry McDonogh, CAF-CAP GJAUTA Ron Huddleston, GJAUTA Colin Bible, Garver Kay Johnson, CAF Eddie Clements, Hawk Aviators Troy Ball, GJAUTA Thomas Aines, WCARC David Bratcher, CAP/WCAAC Wayne Clark, GJAUTA Scott Fasken, Pilot Larry Kempton, Kempton Air Service LLC Donald Coleman, CAF Travis Reese, GJAUTA Tom Howe, CAF Dick Maddock, CAF Joseph, GJAUTA Robert Thompson, CAF Gordon Fogle, Hangar Owner Deborah Fogle, Hangar Owner Danny Pinson, DNT Avionics Deborah Gaul, Hangar Owner Scott Carry, Mead & Hunt Kent Taylor, CAF
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**II. Approval of Agenda**

Vice-chairman Benton stated that right after Citizen Comments they will have an Executive session.

*Commissioner Brown moved for the Board to have an Executive session right after Citizen Comments. Commissioner Shrader seconded. Voice Vote. All Ayes.*

Vice-chairman Benton verified dates on item number 3. Airport Rescue & Fire Fighting packs bid approval, on the Consent agenda.

Vice-chairman Benton asked for a discussion on the G4S addendum item.

Vice-chairman Benton asked for item E. Executive Director Employment Agreement to be moved up since Commissioner Shrader is having to leave the meeting early.

Mr. Minnick said that item A. Commemorative Air Force, on Discussion/Action Items, can be removed from the agenda per the Commemorative Air Force.

*Commissioner Brown made a motion for the Board to approve the agenda with the modifications listed. Commissioner Brabaek. Voice Vote. All Ayes.*

### **III. Commissioner Comments**

Commissioner Brown commented “I served as an Army aviator from 1997 to 2005 spending a lot of time flying in and out of airports across the county and the world. 9/11 fell right in the middle of my time as an army pilot and I experienced firsthand how airports changed almost overnight. The immediate changes to security for those flying commercial was an inconvenient, but inevitable step. We’re still dealing with those changes, having to incorporate new, increased security measures as recently as a month ago. General aviation airports across the country have also had to deal with increased security in the form of fencing and gates, which has hurt commercial business and created a customer service nightmare for flight schools, and other businesses that rely on walk-in traffic. It’s unfortunate and it’s inconvenient and I don’t like it, but it’s the reality of today.

Further complicating our situation is the layout of our airport. Our AOA and GA community are wedged at an awkward corner between our two runways, instead of situated along a road parallel the runway as many airports are. Over the past few months, authority members sat down with maps and redrew lines and fencing to try to find a solution- specifically for the Commemorative Air Force Museum. Authority members drove around looking at road access, fencing, and hangars to find something that would work, including rebuilding the fence to go around the museum and leave it alone open to the public. We were told by the TSA that this was not an option because it discriminated against the other airport tenants. In other words, it’s all or nothing. We can’t play favorites.

We’ve released the letter we received from the FAA stating that should we remove the gates, we’d not only be required to pay them back, but that we could also jeopardize future funding for projects. We just launched the largest project in our airport’s history, the \$120 million runway

project which will largely be funded by the FAA. I don't believe that jeopardizing that project is in the best interest of the airport or our community and therefore I will not use my role as an airport authority member to do so. There is no easy answer.

However, none of this is unique to our airport. General Aviation airports across the country are dealing with the fallout of fencing and gates. There are no shortage of aviation forums arguing the exact points that will be raised here tonight or have been raised since those fences went up five years ago. However, there are plenty of examples of general aviation airports that have dealt with these changes while still managing to remain open for business. Deer Valley airport in Phoenix is one such airport. Jackson airport in Michigan is another one.

Barring any other ideas, which I remain open to, I believe there are a number of things we can do to make the airport more accessible to the public. Better signage is a first obvious step. An observation or viewing area is another way to encourage people to come out to the airport. Open Houses and events such as the 1940's hangar dance recently put on by the CAF are also great ways to get the public out. There used to be a nice restaurant at the airport for the public. Maybe there could be again. And finally, I propose we figure out how to relocate the museum outside of the AOA.

I want to point out that with the exception of Chairman Taggart, the entire airport authority has turned over since January. We've put in an unusual amount of time tackling the problems of the past in order to get this airport to begin moving forward again. Within our first year, we will have awarded a contract and started construction on a new runway (a 10 year, \$120M project), awarded a contract and begun work to temporarily keep the terminal going until it can be replaced, rewritten our minimum standards, renegotiated airline and car rental leases, formed a successful public-private partnership to solve the problem of the administration building, secured a location and begun the process for a customs office and eventually a foreign trade zone, and hired our 4th airport director in 4 years. Maybe we can add better signage and assisting the museum with a move to that list.

This board is looking forward. We're setting the stage for success that is 5/10/20 years out. That is our focus. We've learned important lessons from the past that will not be repeated. I believe we will soon hire a fantastic new airport director that we are committed to setting up for success. I hope that the GA community chooses to work with us on this."

Commissioner McDaniel commented, "In order to set the record straight about the special board meeting held one week ago:

- The November 9 meeting was properly noticed. The topic "Security matters" was a part of the agenda.
- When the public meeting was convened, the board moved the two "Discussion/Action Items" up in the agenda to take them up before executive session.
- There were no members of the public present, other than Mr. Harmon – surprising to me.

- “Security matters” was on the agenda to discuss the recent communication from Mr. Bauer of the FAA to Mr. Achen. That email is now available on the airport website and we have a few paper copies available in the room. I felt that we were holding onto important information that should be public.
- The email responded to Mr. Achen’s letter to the FAA asking for comment on the final plan of the Security Solutions Committee to amend the Security Plan to open the gates
- The FAA’s response said there would be a financial impact to the Airport for
  - Repayment of FAA funds used for two gates, fencing installed in 2011 in the GA area, and all miscellaneous items associated with the fence project in the GA area;
  - Possible impacts on the Wildlife Management Plan, that may affect the viability of the remainder of the fence line
  - Future grant requests to complete the fence on the north side of the airport after completion of the runway project.
- The FAA funding for the 2011 fence project was \$4 million. We do not know how much of the \$4 million the FAA would require to be repaid, but the email leaves open “the viability of the remainder of the fence.”
- The board did not take a position on how much of the \$4 million would be recaptured. The board only noted that the maximum exposure is the full amount. Reports to the contrary are erroneous.
- At the chairman’s request the board adopted a resolution rejecting the proposed amendment to the Security Plan.
- Finally, we appreciate the problem of public access to the CAF museum. We have considered a proposal to create public access by reconfiguring the fence line, but there are issues to resolve, principally an indication from the FAA that access to one tenant would be discrimination. We are also willing to work with the CAF to consider relocating the museum.”

Vice-chairman Benton commented that when everyone thinks about what has transpired in the last few months, certainly there has been significant investigation of alternative routes on how to manage the areas that five years ago were fenced in. Mr. Benton said that this commission took that task in sincere effort to see what would be available along those lines and recognizing that the airport has a number of things going on at the moment, certainly for the long term future. Runway 11/29 is a significant financial cost to the airport, but long term is what they need in this community for passenger transportation. Mr. Benton stat that that project is \$120million in size and they will need to accrue about \$12million +/- to get that to happen over the next few years. Mr. Benton said that the existing terminal building is another concern and there is significant cost associated with that to get resolved. Mr. Benton said that when you look at the resources for a small airport like Grand Junction, they need to be allocated in a proper way. Mr. Benton recognized all board members and said that they are all volunteers trying to do a good job.

#### **IV. Citizens Comments**

→ **Dave Shepard, GJAUTA**

## **GJAUTA Comment Outline, provided by Mr. Shepard**

1. The request for the Authority's investigation report.
2. A review of general aviation's role in Grand Junction
  - A. Statistics
  - B. GA's role in funding the airport
  - C. The problem of access, and consequences
3. Brief review of institutional history: GA and the Authority
  - A. 2011-2013: Tippet's, the sounding of false alarms, its legacy
  - B. 2013-2015: Better relations and cooperative problem solving
  - C. 2016: Near the goal line
  - D. 2016-2017: The Turner wrecking ball arrives.
  - E. 2017: Discarding institutional knowledge and capability. What sense does that make?
  - F. 2017: Damaging trust and confidence.
4. The Authority and the FAA
  - A. The FAA, Denver ADO, Bauer, Miller
    1. The FAA does is not God, but a bureaucracy.
    2. The Denver ADO made errors
    3. The Authority's approach to the FAA is weak.
  - B. The FAA response to the Airport: a critical analysis
  - C. The aftermath of the FAA response: a further breakdown in citizen trust.
5. Compliance with Grant Assurances
  - A. It's not about UBER drivers.
  - B. It's not about opened one 12 foot gate.
  - C. The Authority has a huge compliance problem right now! (and people won't wait another six years for a fix)
6. Getting over Hurt Feelings, and Solving Problems
  - A. The required foundation: candor and truthfulness
  - B. Marshaling resources, and using them appropriately.

## **Bill Marvel, GJAUTA**

Mr. Marvel commented that he received a solicitation from an aircraft maintenance facility. Mr. Marvel stated that he has been here for eleven years, owns an airplane that is registered with the FAA, all of his contact is public information, and he has never received a solicitation from a maintenance facility that wants his business. Mr. Marvel said that their maintenance facility is so reduced down in capacity that Moab Utah is soliciting business from Grand Junction.

Mr. Marvel commented that the Security Solutions Committee (SSC) that used to be in place had the expertise with security and the TSA. Mr. Marvel said that that same committee had the desire to push back, when necessary, and the ability to see barriers and move around barriers and go through or over or around barriers or whatever they had to do, because barriers were continuously thrown in the path of success toward getting this issue with general public access to the C1A area of the airport. Mr. Marvel said that



for reasons he doesn't know, the Board opted not to reestablish the SSC and take on the burden on their own shoulders. Mr. Marvel said that he believes the lack of the skills and the experiences and the ability to push back and take on barriers, was a large reason why the board received the letter from the FAA saying, we are going to do everything we can bad to you to minimize your chances of success. Mr. Marvel said that the SSC a year ago was close to success, there were only a couple of items that were remaining to the removal of those gates, the separation of the C1A from the AOA, and the implementation of the "new security system". Mr. Marvel said that he believes, the fact that the SSC and all of their skills were left by the waist side, the board was "bamboozled" by the FAA. Mr. Marvel stated that he requested a copy of the letter from the FAA to read himself. Mr. Marvel stated that after the letter was published in the paper, he received many phone calls and emails from angry users and tenants complaining about what they read in the paper and that they had be stabbed in the back by the airport board voting in a meeting that was properly noticed and advertised, but no one anticipated a vote to withdraw the effort to help them solve the security problem after it has been worked on for six years. Mr. Marvel said that the SSC was so close to having it resolved just a year ago and to have it all vanish was just stunning. Mr. Marvel stated that the board is not equipped with the expertise that the SSC had and is not equipped to handle these technical and difficult situations. After reading the letter out loud, Mr. Marvel stated that there is absolutely nothing in that letter that talks about clawing back \$4million in fence money. Mr. Marvel stated that there is also nothing in that letter about holding back runway funding on the current project. Mr. Marvel stated that there is huge misunderstanding or misinterpretation of the FAA email vs. the reality of what is hidden inside of it. Mr. Marvel went over three pieces of the letter he felt was key. 1. The FAA is not saying they are going to claw back the whole amount but a small percentage. 2. Wildlife plan will be resolved by the gates that he been there for 20 years. 3. A perceived threat from John Bauer with the FAA – "it is our understanding that during this project, the Airport will request additional funding to complete the fence along the Northern boundary of the airport property. We do not know, at this time, what impacts this proposal will have on future funding for the completion of the fence in this area." Mr. Marvel again asked the board to please reconsider establishing the Security Solutions Committee and let them continue this project with whatever authority necessary.

*Commissioner Brown moved for the Board to go into Executive session for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators as authorized by C.R.S. Section 24-6-402(4)(e). Commissioner Shrader seconded. Voice Vote. All Ayes.*

The Board moved into executive session at approximately 6:30PM.

The Board moved back into open meeting at 7:36PM.

## **V. Consent Agenda**

- a. October 17, 2017 Regular Meeting Minutes
- b. G4S invoice approval

- c. Airport Rescue & Fire Fighting packs bid approval
- d. Sunshine Rides addendum
- e. Ground Lease application
- f. G4S addendum

Commissioner Benton asked for a little bit of history with G4S and the airport.

Mr. Minnick stated that G4S started at the airport in 2015 and they do have rate increases of 3% per year. Mr. Minnick said that the reason this is on the agenda this month is because if the board didn't approve the option to extend, they would need to get an RFP out to see if they can get other bidders. Mr. Minnick stated that G4S is doing a good job and staff has no complaints with them.

- g. Mead & Hunt design build consulting invoice
- h. Mead & Hunt terminal renovations invoice
- i. Garver east apron invoice

*Commissioner Brown moved for the Board to approve the Consent Agenda.  
Commissioner Brabaek seconded. Voice Vote. All Ayes.*

## **VI. Staff Reports**

### **A. Directors report**

None

### **B. Financial report**

Mr. Minnick briefed the Board on the airport's current financial status (financial results report created by Ty Minnick)

**Assets** – Cash and accounts receivable combined are consistent with prior year. The increase in accounts receivable is a result of payments due from FAA for AIP projects 54, 55, and 56 for a total of approximately \$1,400,000. Project costs have been submitted for reimbursement.

**Liabilities** – The accounts payable balance was reduced in February for the payment for approximately \$520,000 due to the FA, along with the payments to Jviation and Armstrong.

**Operating Expense** – The total operating expense is \$300,000 ahead of budget and \$125,000 ahead of prior year. The majority of the variance is effected by the cost of savings from legal fees incurred in 2016. Resulting in an operating gain of \$2,064,000 year to date versus \$1,785,000 prior year.

**Non-operating Expense** – Due to the delay in capital projects there has been a lower than expected capital contributions and related expense.

Mr. Minnick thanked two members of the Finance and Audit Committee who met with him and DKMG, the airport's airline lease consultant. Mr. Minnick said that it

was very beneficial, and they laid out a timeline that is looking like they may have an agreement by January 1, 2019.

**C. Communications Events and Activity report**

Ms. Shelgh O’Kane briefed the Board on the enplanements activity report. Ms. O’Kane stated that for the month year over year they are down by 1%, but over the 5 year average they are still well over, for the month of October, by 12% so all is looking pretty good. Year-to-date enplanements are up by 3.6%.

**VII. Discussion/Action Items**

~~**A. Commemorative Air Force**~~

**B. Solar update status**

Mr. Ben Peck briefed the Board. Mr. Peck stated that sometime ago, a company that was relatively new into the solar energy market in Mesa County, approached Mr. Achen about the airport possibly entering into a subscribed service for solar energy. Mr. Peck said that the airport’s code of conduct doesn’t allow staff to work one-on-one with vendors. Mr. Peck said that he reached out to Xcel, a neutral party, and they verified that there are only two companies that provide such service in the Xcel power, one being Oak Leaf Energy and Microgrid. Mr. Peck said that he talked to the City of Grand Junction, Kathy Portner told Mr. Peck that the City has the Appleton subscription and they see some savings. Mr. Peck said that he also reached out to the town of Palisade and they are currently working on building a solar farm at the Cameo site, about 10 to 13 acres. Mr. Peck said that he would like to move forward with talking to both companies but needs a little guidance since the code of conduct prevents him from doing so.

Commissioner Benton said that the Compliance Committee intends to update the Code of Conduct but in the mean time they can give Mr. Peck a waiver.

**C. Airport project invoices, grants and updates**

Update presented by Eric Trinklein.

**East Terminal Apron Project**

All concrete is currently in place. Baggage cart ramp is scheduled to have curb and gutter installed tomorrow, and asphalt paving on Monday and Tuesday. A meeting to discuss the first two phases of concrete is scheduled in two weeks with all parties

**1. Mead & Hunt invoice – runway design**

This invoice is the progress billing for the Runway Design.

Work to date on the project includes over 1400 hours in addition to sub consultants:

- Site Geotechnical Investigations and reviews
- Full airfield lighting report



- 30% Design documents for relocation of 27 ¼ RD with City concurrence
- FAA construction reimbursable agreements for the Remote Transmitter Receiver relocation.
- Progress on the overall design including:
  - Evaluating flight obstructions
  - Optimizing grading to reduce cost and provide design connections to the existing airfield pavements.
- Corp of Engineer permitting coordination resulting in a simplified process

Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.

**2. IHC invoice – east apron**

This invoice is the progress billing for work completed on the East Terminal Apron. Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice. Staff recommends that the Board approve the payment of IHC invoice No. 4, in the amount of \$771,879.44.

**3. IHC change order – east apron**

The proposed pavement for the asphalt section of the baggage ramp will be revised to a state specification asphalt material. This change order also accounts for the thicker than anticipated asphalt section removal on the upper aircraft parking area. The revised pavement construction parameters were coordinated, reviewed and agreed upon by the FAA and Staff. Staff recommends to Board approve Change Order #3 to Interstate Highway Construction, Inc. (IHC).

**4. Grant application – Taxiway A rehabilitation**

The Airport Improvement Program (AIP) is continually coordinated with FAA and CDOT Aeronautics to provide a minimum five year plan. This project is included in the approved Airport Budget for 2018.

The projects to be accomplished for the 2018 Airport Improvement Program (AIP) every year going forward are important steps to continuing a safe and efficient airfield/overall airport operation.

**Grant Application-Taxiway A**

The project included in this grant application is for design and construction of the Taxiway A Rehabilitation Project.

Staff recommends the Board approve the submittal of the grant application and appoint the Executive Director as an authorized signatory and Project Manager to sign all necessary documents within the grant applications.

**5. Grant application - 27 ¼ Road**

27 ¼ Road connected with the Runway 11/29 Relocation. This project will relocate approximately 11,000 LF of 27 ¼ Road along the western edge of the airport property away from the existing and future Runway Protection Zone for existing Runway 11/29 and Future Runway 12/30.

Staff recommends the Board approve the submittal of the grant application and the State grant application, and appoint the Executive Director as an authorized signatory and Project Manager to sign all necessary documents within the grant applications.

**6. Grant application – RTR relocation**

The project included in this grant application is for the Relocation of the remote transmitter / receiver (RTR). The facility located on airport property is owned and maintained by the FAA. FAA will design and construction of the new equipment. The airport will be responsible for bidding and construction administration to complete all site work and other non-government work items like foundations, antenna towers, electrical equipment, etc.

Staff recommends the Board approve the submittal of the grant application and the State grant application, and appoint the Executive Director as an authorized signatory and Project Manager to sign all necessary documents within the grant applications.”

*Commissioner Brown moved to approve items 1 through 6 under item C. Airport project invoices, grants and updates. Commissioner Shrader seconded. Voice Vote All Ayes.*

**D. Minimum Standards Committee update**

Mr. Mark Papko, Airport Operations Manager, briefed the Board. Mr. Papko said that they selected Aviation Management Consulting Group to update and evaluate the airport’s minimum standards and potentially create a new document. Mr. Papko said that after the initial evaluations of their minimum standards the committee decided to go on the route of constructing a brand new minimum standards document. Mr. Papko thanked all of the tenants and stakeholders that were able to meet with the consultants and provide feedback. The Minimum Standards committee received their first deliverable, which is the expanded outline of the minimum standards update process. The expanded outline was used as a reference to visualize how the document will look and read, there is nothing of actual content in the expanded outline, it’s merely just a large table of contents. The committee is hoping to have the first draft of the minimum standards by the end of November or early December. Second or third draft will be the public draft, this first one will stay within the committee

**E. Executive Director Employment Agreement**

No discussion took place. This item was tabled until the next meeting.

**VIII. Any other business which may come before the Board**  
None.

**IX. Adjournment**

*Commissioner Brown made a motion to adjourn. Commissioner Brabaek seconded. Voice Vote. All Ayes.*

Meeting adjourned at 8:26PM

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Rick Taggart, Board Chairman

***ATTEST:***

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Victoria Hightower, Clerk to the Board