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**Grand Junction Regional Airport Authority Board**  
**Board Meeting**  
Meeting Minutes  
February 12, 2013

**Opening:**

Mr. Denny Granum, Board Chairman, called the regular meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on February 12, 2013 in Grand Junction, Colorado and in the County of Mesa.

**Present:**

*Commissioners:*

Denny Granum, Chairman  
David Hibberd, Vice Chairman  
Doug Simons  
Tom LaCroix  
Tom Kenyon  
John Stevens  
Steve Wood

*Other:*

Shannon Kinslow, TOIL  
Guy Parker, GJAUTA  
Dale Beede, GJAUTA  
Larry Kempton, Plane Storage  
Bill Marvel, GJAUTA  
Bob Erbisch, GJAUTA  
Deborah Gaul, GJAUTA  
Bill Pitts, GJ City Council  
Sam Susuras, GJ City Council  
Martin Chazen  
Dennis Corsi, Armstrong Consultants  
Collin Fay, CFC  
Rick Peterson, CAP  
Wayne Clark, GJAUTA  
Carl Vostatek, Architect  
Mike Morgan, Airport Authority Attorney

*Airport Counsel:*

Mike Morgan

*Airport Staff:*

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

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**I. Approval of Agenda**

*Commissioner Stevens moved to approve the agenda as distributed. Commissioner Wood seconded. Voice vote: all aye. The agenda was approved as distributed.*

**II. Conflict Disclosures**

Chairman Simons – Yes, Hangar owner.  
Commissioner Kenyon – None.  
Commissioner Hibberd – Yes, Hangar owner.  
Commissioner LaCroix – Yes, Hangar owner.  
Commissioner Granum – Yes, Hangar owner.

Commissioner Wood – Yes, Hangar owner.  
Commissioner Stevens – None.

### **III. Commissioner Comments**

Commissioner Kenyon noted a letter that was sent to the Airport Authority from the Mesa County Board of County Commissioners, concerning the appointment of the At-Large Board member. Kenyon said that if the Authority would like a similar letter from the City Council, he would be happy to request one. The Board did not see a reason for the City Council to send a letter.

### **IV. Citizens Comments**

Guy Parker, Grand Junction Regional Airport Tenant and User Association  
Mr. Parker made a comment, asking if during the process of preparing the leasing guidelines, if the document had been presented to any banking institutions.

David Shepard, Grand Junction Regional Airport Tenant and User Association  
Mr. Shepard read and submitted a written comment. Refer to the attached written comment. [Link: Shepard Comment 2/12/2013](#)

Crystal Costopoulos, Citizen

Ms. Costopoulos said that she parked her diamond white Denali in front of the airport on 12/17/2012 and received a parking violation. She said that this was the second violation she had received. She noted the first violation was voided and was requesting that the Board void this violation as well. She said that she uses the airport frequently, as part of her dog breeding business. She said that her car was not left unattended, as her daughter was in the vehicle, but that the windows are tinted so dark, that the officer probably did not see her daughter. She said that she had contacted and spoke with people at the administration office, but her ticket has not been voided. She requested the Board void the violation.  
Chairman Granum said he would look into the incident.

### **V. Consent Agenda**

#### **A. Minutes: January 2013 Board Meeting**

Discussion: NONE.

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

### **VI. Action Items**

#### **A. Aeronautical Use Leasing Guidelines**

Airport Authority Attorney, Mike Morgan gave a brief summary of the changes to the Aeronautical Use Leasing Guidelines, since the last meeting. Mr. Morgan noted that the Board had opted to go out for an additional public comment period.

Mr. Morgan explained to the Board that in 2011, certain Airport hangar tenants expressed concerns that no written policy existed for aeronautical use ground leases at the Airport, and the maximum 30-year lease terms were not adequate if title to the improvements was to transfer to the Authority. In response to these concerns, the Authority began developing formal Aeronautical Use Leasing Guidelines in January 2012. Mr. Morgan explained that the Authority has worked very closely with the Grand Junction Regional Airport Users and Tenants Association (GJRAUTA) throughout the process.

Mr. Morgan noted that on July 31, 2012, the Authority released a draft of the Guidelines for 30-days of public comment. On August 21, 2012, the Authority held a public comment forum to solicit input on the draft Guidelines. At that public forum the GJRAUTA requested and the Authority grant a 30-day extension of the comment period, through September 30, 2012, which the Authority agreed to allow. Additionally, the GJRAUTA requested an additional comment period at the January 2013 Authority Board meeting, which was granted by the Authority Board. That public comment period ran for a period of two-weeks.

Mr. Morgan explained that this document provides background on the Guideline development process, summarizes significant portions of the Guidelines, summarizes, and responds to public comments received during the comment periods.

Mr. Morgan then walked through the redlined version of the final guidelines, highlighting the changes made since the last release, which included allowing the guidelines to apply to any current aeronautical use tenant and additions to the definition section.

Mr. Morgan said that there was a public comment that came in after the comment period closed, however, he felt the comment was valid, and therefore, suggested the Board incorporate the comment into the guidelines. Mr. Morgan said the comment pertained to the applicability section, and he suggested that a sentence in section 6.7 be removed, to allow the guidelines to be applicable to all aeronautical use tenants.

Mr. Morgan also clarified to the Board that the requirement of the Board to reply to lease inquiries within 30-days does not apply to inquiries that may come in by current lessees. Mr. Morgan suggested that the timeframe to respond to current lessees, requesting new leases under these guidelines, be extended, as there is anticipation for numerous inquiries.

Mr. Morgan advised the Board, that due to the number of commissioners that have a conflict of interest pertaining to this item, that only the necessary number of commissioners needed to make a quorum, which is five, take part in the discussion and action. Since Mr. Granum and Mr. Hibberd recused themselves at the previous meeting, he suggested they do so this meeting as well. This is acceptable under Colorado Revised Statute, in that the additional commissioners are required to make a quorum.

Commissioner Granum recused himself.

Commissioner Hibberd recused himself.

Discussion:

Commissioner LaCroix commended Mr. Morgan for the work done on this document. LaCroix said that he felt this document was well thought through and that it is fair and works in the Authority's effort to promote and assist in sustaining general aviation at Grand Junction Regional Airport.

Commissioner Wood thought it may be appropriate to strike "Final" from the title, in that this document is not meant to tie the hands of future Authority Boards, and can be amended as necessary.

The rest of the Commissioners concurred with striking "final" from the title.

Mr. Wood asked what the rationale was behind the per square foot lease rate for property on runway 4/22 and runway 11/29. Director of Aviation, Rex Tippetts explained that there is no known rationale. Mr. Tippetts explained that these were the lease rates that have been in place for the respective runways prior to his hire. Commissioner Wood was interested in reviewing the standard form lease for new leases, under these guidelines. Mr. Morgan said that he would begin drafting a new standard form lease, incorporating these guidelines, if the Board moves to approve these guidelines.

Commissioner Wood stated that, in regards to a lease having a 50-year term, he thought it would be highly unlikely that the Federal Aviation Administration would find the Airport not in compliance with federal grant assurances, if the term length is removed.

Commissioner Kenyon expressed his appreciation in the Authority extending the public comment period. He felt that this was a good idea, and allowed everyone one more opportunity. Commissioner Kenyon noted that he thought the process to develop these guidelines was good, transparent and fair. He did not think he would like to see the public comments published on the Airport's website.

Commissioner Wood agreed that he would like to see the public comments published so that anyone could view them.

*Commissioner LaCroix moved to approve the Aeronautical Use Lease Guidelines, as distributed, with the changes counsel noted to section 6.7 and removing "Final" from the title of the document. Commissioner Stevens seconded. Voice vote: All Ayes.*

## **VII. Discussion Items**

### **A. At-Large Board Member Selection Process**

Airport Authority Attorney Mike Morgan explained that At-Large commissioner, Doug Simons, term is expiring February 2013. Mr. Morgan noted that the Clerk to the Board, Amy Jordan, has advertised the position as instructed by the Board, for a period of 30-days and the deadline to submit an application closed on Friday, February 8. Mr. Morgan suggested that the Board appoint a selection committee to review the applications and interview candidates.

Chairman Granum appointed the At-Large Board Member Selection Committee. Granum appointed Commissioner Tom LaCroix, Commissioner Steve Wood, Commissioner David Hibberd, and himself.

Morgan suggested that the Board announce the at-large position will be advertised, and the selection process will begin. Morgan also suggested to the

Board that they direct staff to get the advertisement scheduled and send out a notice. Chairman Granum asked Clerk Amy Jordan to advertise the position for a period of 30 days.

Mr. Morgan explained to the Board that he had spoken earlier with the Mesa County Attorney, regarding the letter the County Commissioners submitted, and told the Board that it was the County Commissioners desire to be involved in the selection. Mr. Morgan explained that historically, the selection committee, upon review and interview of candidates would present a candidate to the rest of the Board for approval, if approved, the Board would suggest to the City of Grand Junction and Mesa County, that the selected candidate be appointed.

#### **B. Security Solutions Committee Update**

Commissioner Steve Wood gave an update on the Security Solution Committee's progress. Commissioner Wood said that an official appeal to the Transportation Security Administrations (TSA) prior rejection has been submitted. Wood noted that he was aware of several support letters that had been submitted to the TSA, and thanked everyone for their continued support. Wood said that he believes to have a response from the TSA soon, and anticipates the response coming from the highest possible office within TSA, John Pistole.

#### **C. Manger's Update**

Director of Aviation, Rex Tippetts, updated the Board on the following items:

1. Phase I Terminal – Tippetts told the Board that the Administration Building design is complete and that he hopes to present the design to the Board at the next board meeting. Tippetts noted that he has been working with the architect to cut space and get the building back into budget.
2. Contract Tower Association – Tippetts noted that he had attended a Contract Tower Association meeting recently and gave an operations update. Tippetts explained that operations at Federal Contract Towers were up slightly in 2012 over the previous year. Tippetts said that out of the 514 air traffic control towers in the nation, 250 are contract towers, which accounted for over 28% of all aircraft handled.
3. Law Enforcement Officer (LEO) – Tippetts updated the Board on the LEO situation. Tippetts explained that the TSA recently told the Airport that they would not be reimbursing the Airport for the required LEO. The Airport has not been reimbursed since September 2012. Tippetts said that staff is looking into the requirement to have an LEO and working directly with the Grand Junction Police Department to identify alternatives. Tippetts noted that it looks like, if the police department can commit to a response time of approximately 15-20 minutes, there may not be a requirement to have LEO at the checkpoint.

**VIII. Adjourn into Workshop**

The Board adjourned into a workshop at 6:45 P.M.

The next meeting of the Airport Authority Board will be at 5:15 P.M. on Tuesday, March 12, 2013.

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Denny Granum, Board Chairman

***ATTEST:***

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Amy Jordan, Clerk to the Board