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**Grand Junction Regional Airport Authority Board**  
**Board Meeting**  
 Meeting Minutes  
 April 18, 2017

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**SPECIAL BOARD MEETING**

**Time: 5:00PM**

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

Mr. Rick Taggart, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15PM on April 18, 2017 in Grand Junction, Colorado and in the County of Mesa.

<p><i>Commissioners Present:</i>          Rick Taggart, Chairman          Tom Benton          Tim Pollard          Dave Murray          Paul Nelson          Robin Brown</p> <p><i>Airport Staff:</i>          Kip Turner          Victoria Hightower, Clerk          Ty Minnick          Jodi Doney          Eric Trinklein</p>	<p><i>Other:</i>          Bill Marvel, GJAUTA          Bradley Barker, CAP          Peter Icengle, CAP          Erling Brabaek, WSA          Brian Nichols, Citizen          Roy Blythe, Blythe Group          John Potter, Blythe Group          Colin Bible, Garver          Frank McIllwain., Garver          Shannon Kinslow, TOIL          Sterling Hurst, EAA 800/Hawk Aviators LLC          Wayne Clark, GJAUTA          Brad Rolf, Mead &amp; Hunt          Jeff Mason, Mead &amp; Hunt          Scott Cary, Mead &amp; Hunt          Tim Dacey, Mead &amp; Hunt          Robert Caskey, Citizen          Sandi Caskey, Citizen          Drew Armstrong, Audi &amp; Finance Committee          Larry Kempton, Kempton Air          Ivan Geer, River City Consultants          Scott Thompson, Citizen          Ed Behen, CAP          Chuck McDaniel, Citizen          Deborah Gaul, Hangar owner</p>
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**I. Approval of Agenda**

Chairman Taggart commented on the Consent Agenda letter D, the resolution reads “at the February 2016 regular board meeting” and he is not sure that that’s what it meant to say.

Mr. Minnick stated that it should read 2017 and he will fix it.

Chairman Taggart stated that under the “at-large interview” on the attachment number eight, he would like to clarify that sentence in the discussion that the current director shall discuss the applicants and identify the person to be”, and he thinks it needs to say “the person to recommend to City Council and the County Commissioners.”

*Commissioner Benton moved to approve the agenda as amended. Commissioner Brown seconded. Voice Vote. All Ayes.*

**II. Conflict Disclosures**

Commissioner Murray – None

Commissioner Nelson – None

Commissioner Pollard - None

Commissioner Taggart – None

Commissioner Benton – None

Commissioner Brown - None

**III. Commissioner Comments**

Chairman Taggart stated that they have a legal agreement that has come to a conclusion that requires the Board to meet first in executive session to go over that agreement and then go into open session and vote on that particular agreement. Chairman Taggart requested a Special Meeting either next Tuesday evening which would be April 25<sup>th</sup> or on May 2<sup>nd</sup>.

Due to scheduling conflicts the Board decided to hold a Special Meeting on Thursday April 27<sup>th</sup> at 5pm.

**IV. Citizen Comments**

**1. Bill Marvel**

Mr. Marvel asked for the status of the security gates which go into the C1A area and also about minimum standards. Mr. Marvel stated that when the gates when up they cut off access to hangars and businesses causing great controversy and problems for the business. Mr. Marvel said that those business have gone before the board and requested the issue to be addressed and to come to some kind of resolution. Mr. Marvel said that after that the Board established a security solutions committee and tasked this committee with the specific purpose of how they can meet airport security requirements and still allow access through these gates for customers. Mr. Marvel stated that the result of that is what they are calling now the new security system and he understands it’s working well.

Mr. Marvel stated that the intent of that was to move forward in opening and removing those gates, and he would like to know what the status is for that. Mr. Marvel said that the second topic has to do with minimum standards. Mr. Marvel stated that the same businesses that were having problems with the gates were also having the, then current, airport manager trying to impose the minimum standards on these businesses. Mr. Marvel said that at that time the Airport Board was very busy with a number of different issues and they asked if there was anyone that would do an evaluation of the minimum standards and interview businesses and tenants and report back to the Board. Mr. Marvel stated that he volunteered to do that, and in 2013 he wrote an analysis of his review of the minimum standards and the results of his interviews with a number of different people, and he made sure that all board members had a copy of that. Mr. Marvel said that it all could be summarized in one sentence which is; if it's not as big as West Star, it's not big enough. The Board has been very busy with other issues and this topic has been put off but Mr. Marvel would, in summary, like a status update.

Chairman Taggart addressed a few Mr. Marvel's concerns and stated that the comment that the board was busy was a true statement but they did not put off minimum standards because of that but because they were waiting for Mr. Turner to start because they wanted his expertise. With Mr. Turner's workload he requested to address the issue at the April Board meeting. Mr. Turner does have an update in his comments for this evening.

Mr. Turner stated that he would discuss this in his director's report.

## **2. Robert Caskey**

Mr. Caskey stated he has started attending board meeting in 2011 because of the issue with the gates. Mr. Caskey said that he spent 30 years of his life with the Colorado Division of Wildlife and he dealt with the National Environmental Policy Act (NEPA) throughout his career, so he does have some expertise with that, and that is why he attended that meeting in 2011 so he could express his concern of building a multimillion dollar wildlife fence at this airport who did not have a multimillion dollar wildlife problem. Mr. Caskey stated that there is an irony of why they are still here since 2011, and that irony is that when you use federal funds that could have a potential to impact the public or wildlife or natural resources, you are required to follow required by NEPA. Mr. Caskey said that one of those requirements is that you go through a checklist and a process that's laid out pretty clearly, and requires to ask such questions "Does this create an economic impact to the community?" "Will this drive a wildlife species in the endangered species status?" Mr. Caskey stated that there is a process that boxes are check and if some boxes hadn't been wrongly check then there would have triggered an open public involvement process to attempt to mitigate those impacts while developing the project. Mr. Caskey stated that they wouldn't be here today if they would have been heard and the board had an opportunity to mitigate those impacts. Mr. Caskey asked how much patience the board expected from them, because they have been very patient. Mr. Caskey said that he guarantees that every time he goes through those gates he feels like driving through those gates. Mr. Caskey said that they had an event last weekend that was very successful but they couldn't get the public to it and had to have someone with a

badge sit at the gate in the sun for approximately 12 hours and that's just not right. Mr. Caskey stated that their patience is getting very thin and their trust is dwindling very rapidly. Mr. Caskey said that the FAA has a guideline for minimum standards, why one up it? Mr. Caskey stated that without the GA community the airport will not be able to justify a tower and without a tower the airport won't have a military FBO. Mr. Caskey stated that they are going to be here until it is resolved by their patience are running very thin.

## **V. Consent Agenda**

### **A. March 28, 2017 Regular Board Meeting Minutes**

### **B. Pay Request: G4S**

### **C. Ameribridge Payment**

### **D. Fees and Charges amendment Resolution 2017-006**

Commissioner Benton stated that Mr. Drew Armstrong, who is a member of the audit committee, pointed out that his comments regarding the financial audit presentation were missing from the minutes.

The March 28, 2017 Regular Board Meeting Minutes were removed from the consent agenda, to incorporate Mr. Armstrong's comments. They will be brought before the Board again next month for approval.

Mr. Minnick stated that they wanted to amend the Ameribridge payment to take out the State taxes. Total payment is \$58,687.83.

*Commissioner Brown made a motion to accept the consent agenda with the changes to leave out the minutes out and changing the Ameribridge payment to \$58,687.83. Commissioner Nelson seconded. Voice Vote. All Ayes.*

## **VI. Staff Reports**

### **A. Director's Report**

Mr. Turner thanked the board for the time to review the Minimum Standards. Mr. Turner said that after a careful review of the minimum standards, he finds that if anything the minimum standards that they have today are just that, minimum. Mr. Turner stated that they don't define a certain organization and they feel that if staff were to be directed by the Board to look at doing a revision to the minimum standards, they would probably be proposing to increase the minimum standards. Mr. Turner said that they do think there is one provision that can be recommended to the Board to make it easier for a small repair shop to exist, and staff would like to work on language to bring back to the May Board meeting. Mr. Turner said that he finds that the Grand Junction Airport's minimum standards are very minimum.

Commissioner Brown asked if changing the minimum standards for the repair shop address Mr. Caskey's problem.

Chairman Taggart suggested for Mr. Turner to gather all minimum standards documents for the newer Board members to review and bring the discussion back at the May Board meeting.

Mr. Caskey asked if the Board could give the definition of a repair shop broad so that all of the services that they need on their aircraft can be provided.

Commissioner Benton suggested a separate workshop for this topic.

Mr. Turner commented that on Thursday May 4<sup>th</sup> starting at 10am, the airport will be conducting their triennial emergency exercise, which is an exercise that they conduct every three years with their partnering agencies to test all agencies involved including the whole airport team. Mr. Turner stated that the Board is invited as well as the public.

Mr. Turner also commented on the security gates. Mr. Turner stated that the current equipment that was installed for that security system has done anything but work correctly. Mr. Turner said that the company finally responded today after a lot of effort to get them to respond to fix the camera. Mr. Turner said that they need to figure out what the security system is going to offer in terms of security. Another point of clarification Mr. Turner said is that gates and the fence are more than wildlife, they are also a security aspect for the airport. Mr. Turner said that they just had an incident last week where a woman jumped the fence, went out on the tarmac and had to be arrested and the camera did not pick her up. Mr. Turner said that it was an issue that if they had no gates and no security, she would not have even had to jump a fence. Mr. Turner said that they will not be able to maintain their TSA requirements without some type of primary security. Mr. Turner said that he will have a detailed update prepared in May for the Board, where they are with a recommendation from staff on how they proceed with the gates and/or the security system that is being installed. Mr. Turner said that he does think that they can find common ground.

Mr. Turner commented that they are excited about their continued commercial growth.

## **B. Financial Update**

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

**Assets** – Cash remains lower than year-end as a result of the \$520,000 payment to the FAA. However, there has been positive cash flow for the month of March and decrease in accounts receivable balances. Additionally, the \$170,000 refundable amount from the FAA for the RTR relocation is also in accounts receivable.

**Liabilities** – The accrued liability balance was reduced in February for the payment for approximately \$520,000 due to the FAA.

**Aeronautical Revenue** – Landing fees were higher compared to prior, consistent with the larger aircraft flying to GJT. Fuel tax is lower than prior year as the related disbursement period gallons sold remains lower than prior year.

**Non-Aeronautical Revenue** – Parking revenue is higher than budget and prior year due to the increase in enplanements. Terminal rent is higher than budget due to the retention of the third floor office space held by the TSA.

**Operating Expense** – Contract services is lower than budget and prior year due to the decrease in attorney fees. The decrease in repairs and maintenance is a result of the installation of carpet in the boarding area in 2016. All other operating expenses are consistent with budget and prior year.

**Non-operating Revenue/Expense** – PFC revenue is ahead of budget and slightly behind prior year due to the timing of PFC disbursements from airlines.

### **C. Communications, Events and Activity Update**

Ms. Jodi Doney briefed the Board. Ms. Doney stated that enplanements are up 7.4% year-to-date and March is up 11.4%. Ms. Doney said that this is primarily due to the larger aircraft.

Ms. Doney briefed the Board on recent events. Ms. Doney said that she wanted to make everyone aware of the airport's social media pages and how much they have increased in activity. Ms. Doney said that she attended a very successful CAF museum event on Saturday that had 250 people attend. Ms. Doney said that they are partnering with CMU to help welcome the US Cycling Collegiate & Para Road Nation Championships that are coming up at the end of the month, so there will be some welcome signs throughout the terminal. Ms. Doney reminded the Board that the new LA service will be starting June 3<sup>rd</sup> with American Airlines that will operate on Saturdays. Allegiant also operates an LA flight on Thursdays and Sundays and that starts June 1<sup>st</sup>. Ms. Doney commented on the new CAF display that is in the terminal.

### **D. Project Update**

Mr. Eric Trinklein briefed the Board on current projects at the airport. Mr. Trinklein said that the FAA is scheduling an upgrade of the ILS for runway 11 and with that there will be a short term outage from June 5<sup>th</sup> to July 6<sup>th</sup>. Mr. Trinklein said that there won't be any other impacts to operations, all work will be done at night. Mr. Trinklein said that the jet bridge modification at gate 3 is finished. Mr. Trinklein said that AIP 52 is coming up at the end of May to finish out that work.

## **VII. Action Items**

- A. At-large interview

Chairman Rick Taggart recused himself from this item due to one of the candidates being a friend of his.

Commissioner Benton thanked the applicants for their desire to sit on the board. Commissioner Benton asked both candidates to tell the Board about themselves, their background, and their desire to sit on the board and what their visions are.

a.) Board Interviews

**1. Erling Brabaeck**

Mr. Brabaeck thanked the Board for the opportunity to speak. Mr. Brabaeck gave a brief introduction about himself. Mr. Brabaeck stated that he spent almost a quarter century involved in general, private and commercial aviation. Mr. Brabaeck stated that he was offered an opportunity to come work for a business here in Grand Junction and they have their aircraft here on site and he is a tenant. Mr. Brabaeck said that he is involved in the community as a volunteer teacher teaching scuba diving. Mr. Brabaeck was a member of the air show board in El Paso Texas until he could no longer participate due to his job of starting up a flight department. Mr. Brabaeck said that he and his family love the Grand Valley and he can see them staying here for the rest of their lives. Mr. Brabaeck stated that he has a desire to serve on the Board for many reasons, he believes there needs to be plans in place for when people want to invest in the airport so they can accommodate them. Mr. Brabaeck said that three of the four opportunities he is familiar with was in the last two years that people wanted to set up shop here but they were not willing to put in the expenditure that it would cost to do that, and he believes that could be changed. Mr. Brabaeck said that he also believes that his aviation experience can help the decision making of the Board.

Commissioner Benton asked about Mr. Brabaeck's interaction with the El Paso airport.

Mr. Brabaeck stated that the operation he did in El Paso was with a charter operations that he did when he was working an assistant chief pilot from 1992-1994.

Commissioner Benton asked if Mr. Brabaeck worked with Mr. Farris at Western Slope Auto.

Mr. Brabaeck confirmed that was correct.

Commissioner Brown asked if Mr. Brabaeck is a tenant with Western Slope Auto.

Mr. Brabaeck confirmed that was correct.

**2. Charles McDaniel**

Mr. McDaniel thanked the Board for the opportunity to speak. Mr. McDaniel is a lawyer. Mr. McDaniel gave a brief introduction about himself. Mr. McDaniel said that he has worked for oil and gas companies most of his career. Mr. McDaniel said that he has dealt with a lot of legal issues and when he was out here he was the head of the office for an oil company that didn't last long due to the recession. Mr. McDaniel said that they sold the companies that they owned out here but he was allowed to remain and continue to work from home for another year and a half and then he retired in 2010. Mr. McDaniel said that he has been on the Grand Junction Housing Authority Board from 2010-2015 and he was Chairman of that board for two years during that time. Mr. McDaniel said that he lived in El Paso which is where he started his legal career. Mr. McDaniel said that during his career he's done transactions around aircraft, have sold a couple aircraft but have never been engaged in airport properties except for a couple of leases. Mr. McDaniel stated that he believes in progress and economic development for the community and he thinks that the airport is a very strong contributor to economic development through tourism and travel and allows development of businesses throughout the Valley.

Commissioner Pollard asked Mr. McDaniel why he was interested in sitting on the Airport Board.

Mr. McDaniel stated that Chairman Taggart suggested he consider it. Mr. McDaniel said that he thinks there are some challenges here, there is a structure out there that is incomplete, there is a new runway to be done, and he would like to contribute to these challenges. Mr. McDaniel said that he doesn't have any direct exposure to the airport except as a traveler, but he has always been problem solving oriented and the airport is a place that has seen some difficult times and he hopes to help sort those things out.

Commissioner Benton asked Mr. McDaniel for the scope of the operation he was involved in indicating a public oil and gas company.

Mr. McDaniel said that he worked for many public oil and gas companies and during those times he was the public company lawyer. Mr. McDaniel said that further back in his career he was both the general counsel and a director of a small public company in Roswell New Mexico.

Commissioner Brown asked about conflict of interest and being on the board.

Mr. Karl Hanlon, the Airport's legal counsel, said that typically how he has handled that in the past is to simply carve out whatever the issues are



that that board member might be affected by and have them step away from that discussion. Mr. Hanlon said that it's a workable situation the conflicts will just have to be dealt with as they arise.

Commissioner Brown said that her concern is while she appreciates Mr. Brabaeck experience and it would be very valuable to the board, two of their biggest issues are the gates and the minimum standards and she feels like they would need a full board to make those decisions.

Commissioner Brown said that she also thinks that based on the last few years, any appearance of conflict at this time probably wouldn't be good.

b.) Public comments

Mr. Bradley Barker, an aircraft owner and works at the Civil Air Patrol, stated that going back to what Commissioner Brown mentioned, it would be nice to have someone on the board that actually has to deal with some of these issues that they deal with every day such as going in and out of the gates and the security issues.

Mr. Robert Caskey stated that this is his third time that he has applied for the board but apparently he missed the deadline by three days. Mr. Caskey said that it's been his experience that when you apply for voluntary boards that they keep a copy of the applicant's application on file and that they also notify the applicant of whether or not they received it. Mr. Caskey said that he received a notification yesterday that he was late but that was the third time that he has applied. Mr. Caskey suggested that the Authority clean up their process.

Mr. Bill Marvel stated that in the interest of full disclosure for a future board member whose decisions will impact all areas of aviation, he would like to ask Mr. Brabaeck some questions. Mr. Marvel asked Mr. Brabaeck what kind of aircraft he operates.

Mr. Brabaeck stated that he operates a Leer Jet 45 and a Leer Jet 70.

Mr. Marvel asked if these aircrafts that need any services provided by small operators in the Charlie one alpha (C1A) area between Navigators way and Aviators Way which are currently closed by gates.

Mr. Brabeack stated that they only have West Star service their aircraft.

Mr. Marvel stated that it concerns him that Mr. Brabaeck operates an aircraft that is primarily maintained by West Star.

Mr. Marvel asked what Mr. Brabaeck's view is on the gates.

Commissioner Benton asked that questions be directed to the Board. Commissioner Benton stated that Mr. Marvel's last question is a relevant question for both candidates.

Commissioner Brown said that she doesn't think it's fair to ask someone who isn't even a board member yet questions that they may not have any idea about and it's obvious that there is a problem with the gates.

Commissioner Benton said that it's fair to say that the gates are a shared concern for all Board members.

Mr. Marvel asked if the candidates share that concern.

Mr. McDaniel said that he understands how serious and how committed the general aviation people here are about those gates and he has read about it in the paper for several years, but he has not done anything other than listen and read the paper so he can't really give his position. Mr. McDaniel said that if he becomes a board member he looks forward to listening to staff and understanding the issues better than he does at this moment.

Mr. Brabaeck said that he believes everyone is under the understanding that the gates are a very complicated matter. Mr. Brabaeck stated that it all happened before they moved to the Grand Valley, but he brought some concerns to the board that they should take a careful look at those concerns with respect to taking the gates down. Mr. Brabaeck said that he thinks it's very hard for one person to sit down and say the gates have to go because there are ramifications in the TSA categories and perhaps there are better ways than just to tear down the gates. Mr. Brabaeck said that he has learned in the short time that he has been here that not necessarily everybody wants the gates down. Mr. Brabaeck said that he would be of the opinion to support what the airport director suggest. Mr. Brabaeck said that regardless of his end of operation he would be fine either way but if he had to choose, he would prefer the gates be up but with the caveat they have to not ignore anybody who has lost access to their business and he believes there is a way to do both.

c.) Board discussion and recommendation

Commissioner Pollard stated that he has the same concern as Commissioner Brown about possible conflicts with one of the candidates, therefore he would be in favor of recommending Mr. McDaniel.

Commissioner Nelson said that he reluctantly feels the same way.

*Commissioner Pollard made a motion for the Board to recommend Mr. McDaniel to the City and County for approval. Commissioner Nelson seconded. Voice Vote. All Ayes.*

The Board took a brief 5min. recess.

**B. Engineer of Record**

Kimley Horn – present by phone.

Chairman Taggart asked for feedback and recommendations from staff.

Mr. Turner stated that the same three companies that they all thought so highly of for the runway design submit for the engineer of record (EOR). Mr. Turner said that the evaluation that the staff has given the Board is very similar to last week's evaluation because it's the same three firms and again, they all scored very close together and staff would gladly work with any of the three firms.

Staff's ranking:

1. Garver
2. Mead and Hunt
3. Kimley Horn

The Board asked a few questions of some of the firms.

*Commissioner Brown made a motion for staff to negotiate for presentation to the Board for the next regular meeting with Garver for the engineer of record. Commissioner Nelson seconded. Voice Vote. All Ayes.*

**C. Architect**

Mr. Trinklein said that they did a similar process and they received three proposals for architect. Mr. Trinklein said that based on the responses received and staff's evaluation Mead and Hunt ranked number one.

The Board asked a few questions of some of the firms.

Commissioner Brown commented that she supports staff's recommendation

*Commissioner Brown made a motion to direct staff to go into a PSA agreement with Mead and Hunt and bring it back to the next regular Board meeting. Commissioner Pollard seconded. Voice Vote. All Ayes.*

**VIII. Any other business which may come before the Board**

None.

**IX. Adjournment**

*The meeting adjourned at approximately 7:45PM*

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Rick Taggart, Board Chairman

***ATTEST:***

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Victoria Hightower, Clerk to the Board