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**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
Meeting Minutes  
December 3, 2013

**I. Call to Order**

Mr. Denny Granum, Board Chairman, called the special meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on December 3, 2013 in Grand Junction, Colorado and in the County of Mesa.

**Present:**

*Commissioners Present:*

Denny Granum, Chairman  
David Hibberd, Vice Chairman  
Sam Susuras  
Tom Frishe  
Rick Wagner  
Steve Wood  
Paul Nelson

*Airport Staff:*

Amy Jordan, Clerk  
Gary Schroen  
Kathie Lucas

*Other:*

Ryan Chessmore, Fentress  
Larry Kempton Jr., AOPA  
Larry Kempton, Kempton Air Service  
Robert Caskey, GJAUTA  
Bradley Sullivan, CFC  
Collin and Marisa Fay, Top Flight  
Jim Peterson, Citizen  
Jerry McDonough, CAF  
Jim Kenley, AOPA  
Guy Parker, Citizen  
Drew Armstrong, Citizen  
Wayne Clark, GJAUTA  
David Shepard, GJAUTA  
Shannon Kinslow, TOIL  
Deborah Gaul, Citizen  
Bob Erbisch, Citizen  
Eddie Clements, Citizen  
Mike Quinn, Jviation  
Dennis Corsi, Armstrong  
Bill Pitts, Citizen  
Dan Thurlow, Citizen  
Sterling Hurst, EAA  
Rich Bacher, Citizen  
Ed Behen, Citizen  
Joel Simonean, Dynetics  
Mike Stokes, Dynetics  
Patricia, Armstrong

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## **II. Approval of Agenda**

*Commissioner Susuras moved to approve the agenda. Commissioner Frishe seconded. Voice vote: All Aye. The agenda was approved as distributed.*

## **III. Conflict Disclosures**

Chairman Granum – Hangar Owner  
Vice Chairman Hibberd – Hangar Owner  
Commissioner Wood – Hangar Owner  
Commissioner Susuras – None  
Commissioner Frishe – None  
Commissioner Wagner – None  
Commissioner Nelson – None

## **IV. Commissioner Comments**

None.

## **V. Citizens Comments**

***Bob Erbisch, Citizen***

Mr. Erbisch read to the Board a quote by Albert Einstein, and indicated how he felt it was relevant to the current issues the Board was facing.

## **VI. Adjourn into Executive Session**

*Commissioner Hibberd moved to adjourn executive session to confer with the Authority's legal counsel for the purpose of receiving legal advice relating to a pending investigation, as authorized by Colorado State Statute 24-6-402(4)(b) and to discuss personnel matters as authorized by Colorado State Statute 24-6-402(4)(f). Commissioner Susuras seconded. Voice vote, All Aye.*

The Board adjourned into executive session at 5:17 PM

The Board reconvened into regular session at 6:05 PM.

## **VII. Consent Agenda**

### **A. Minutes: November 19, 2013 Regular Board Meeting**

Discussion:

None.

*Commissioner Frishe moved to approve the consent agenda. Commissioner Hibberd seconded. Voice vote: All Aye. Motion passes.*

## **VIII. Action Items**

*Commissioner Wagner made a motion to place Director of Aviation, Rex Tippetts, on paid administrative leave until further notice, to facilitate the full and expeditious internal investigation at the Grand Junction Regional Airport, and that it become effective at the termination of tonight's meeting. Commissioner Susuras seconded. Voice vote. All Ayes.*

Discussion:

Commissioner Wood said that it is important that the Board does not stay in limbo with an employee on paid administrative leave.

Airport Authority Attorney, Mike Morgan, stated that the matters discussed in the executive session were for the board to receive legal counsel for the purpose of receiving legal advice relating to a pending investigation, as authorized by Colorado State Statue 24-6-402(4)(b) and to discuss personnel matters as authorized by Colorado State Statue 24-6-402(4)(f). Mr. Morgan also said that those were the only items discussed in executive session and that no decisions were made in executive session.

Chairman Denny Granum said that moving forward, he would be recusing himself from discussions pertaining to the Director of Aviation, Rex Tippetts. Chairman Granum said that he has been involved with the Airport authority throughout Mr. Tippetts employment and would like to recuse himself from any matter pertaining to him and his employment.

*Commissioner Hibberd made a motion to put Amy Jordan, Deputy Director: Administration, in the position of Interim Director of Aviation, until further notice. Commissioner Susuras seconded. Voice vote. All Aye.*

## **IX. Discussion Items**

### **A. Security Solutions Committee Update**

Commissioner Wood gave an update on the status of the ground radar that is being set-up to be tested and evaluated for possible use as a part of the proposed security solution. Commissioner Wood said that the actual testing will be taking place later in the week.

Commissioner Wagner asked Commissioner Wood to discuss what the Committee's hope is for with some of this equipment.

Commissioner Wood said that this equipment would hopefully allow C1A and West Star/Aero GJT Ramps from the AOA, with the AOA new boundary being established by movement lines. Commissioner Wood said that this allow for the most benefit to the Airport.

## **B. Special Litigation Committee Update**

Commissioner Wagner said that the committee has made a great deal of progress in a short amount of time. Commissioner Wagner said that there is still a great deal to accomplish. Additionally, Commissioner Wagner said that leaving an employee or the public in limbo is in no one's interest, and that the committee intends to move as quickly as possible, understanding that there is a federal competent to this as well.

Chairman Granum said that there will be another board meeting on December 17, 2013, to allow the Board to continue quickly with the investigation.

Commissioner Hibberd had to leave the meeting.

## **X. Action Items**

### **A. Resolution 2013-009: Adoption of the 2014 Budget**

Gary Schroen walked through the changes made to the 2014 Budget, since the Budget workshop on October 29, 2013. Schroen explained that the major changes since the detail budget review include:

1. October 2013 CPI-U numbers have been published. CPI-U impacted revenues and expenses decreased from 1.5% to 1.0% and were updated in the budget.
2. Removal of all new 2014 AIP project revenues and expenditures including the Master Plan Update and all AIP projects associated with construction of the new runway.
3. Removal of \$120,000 expenditure for fleet scheduled replacements.
4. Estimated 2014 revenues and expenditures associated with the new administration building were updated. No additional total project costs were added.

Discussion:

Commissioner Wagner asked why the \$120,000 was removed from the budget and what that included.

Schroen said that annually the airport would replace and/or purchase equipment, and that the associated costs would come out of the fleet scheduled replacements budget. Schroen said that he is unaware of why that was removed from the budget.

Commissioner Wagner asked if that was standard practice and if in past years these items had been removed.

Schroen said that fleet scheduled replacements have always been budgeted for in the past.

Commissioner Wagner asked what equipment would be included in this.

Schroen said this would include all fleet, however, he never had detail behind the number, which Rex just gave him the number for that line item, and the Fleet Manager, Fidel, may have the detail.

Schroen discussed the changes to the capital fund, discussing major changes being, first the move of funding for the administration building to next year, due to the project being delayed and second, all the Airport Improvement Plan projects had been taken out of the budget.

Commissioner Wagner asked why the capital projects had been removed from the budget. Schroen said that Rex had removed them, foreseeing no federal grants being issued to the airport, until the federal investigation is complete.

Commissioner Wagner asked if there were submission time frames for federal grants that may be impending. Additionally, Commissioner Wagner asked if there would be impair in submitting grant applications.

Amy Jordan noted that, for the scheduled planning grant, the FAA has asked that be submitted by the 15<sup>th</sup> of December, and said that the grant application for the Master Plan Update was near complete, but has not yet been submitted.

Commissioner Wagner asked authority attorney, Mike Morgan, if there had been any notice from the FAA that Grand Junction is not eligible for federal funding. Mr. Morgan said that he was not aware of any notice.

Commissioner Wagner said that he felt the airport should submit grant applications and move forward seeking funding. Chairman Granum and Commissioner Nelson agreed. The remaining of the Commissioner agreed, and asked staff to proceed with grant applications.

Commissioner Wagner asked if there were any financial representations that must be made in a grant application. Kathie Lucas and Amy Jordan were not sure of the detail that must be presented, concerning financial status, as part of the grant applications. Commissioner Wagner asked that airport counsel review the grant applications, prior to submittal.

Commissioner Susuras noted the size of the airport's bank balances and asked if those balances are covered by the bank. Schroen indicated that Home Loan State Bank does have to present assets to collateralize the balance and that they cover the airport at 200%.

*Commissioner Wood moved to approve Resolution 2013-009: Adoption of the 2014 Budget. Commissioner Susuras seconded. Roll call vote. Commissioner Frishe, Aye; Commissioner Susuras, Aye; Commissioner Wagner, Abstain; Commissioner Hibberd, Aye; Commissioner Granum, Aye; Commissioner Wood, Aye; Commissioner Nelson, Aye.*

**B. Resolution 2013-010: Banking Resolution**

Chairman Granum discussed the banking resolution, noting that any expediture, in excess of \$500 would include two signatures from this point forward. Granum noted that in light of the investigation, that this is just good business.

Discussion:

Gary Schroen said that Kathie Lucas and Ben Peck were the authorized signatories on staff, and Denny Granum and Dave Hibberd were the authorized signatories on the Board.

Commissioner Wood asked if it would be appropriate to allow Amy Jordan to have check signing authority. Amy Jordan said that she is the only person that currently processes payroll and fleet there might be a conflict.

*Commissioner Hibberd moved to approve Resolution 2013-010: Banking Resolution. Commissioner Susuras seconded. Roll call vote. Commissioner Frishe, Aye; Commissioner Susuras, Aye; Commissioner Wagner, Aye; Commissioner Hibberd, Aye; Commissioner Granum, Aye; Commissioner Wood, Aye; Commissioner Nelson, Aye.*

**XI. Any other business which may come before the board**

Commissioner Wood wanted to continue moving forward with the selection of engineering services. Chairman Granum thought we should be moving forward.

**XII. Adjournment**

*Commissioner Frishe moved to adjourn the meeting Commissioner Susuras seconded. Voice vote, All Aye.*

The meeting adjourned at 6:30 PM.

***ATTEST:***

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Amy Jordan, Clerk to the Board