

GRAND JUNCTION REGIONAL AIRPORT



C O L O R A D O
AIRPORT of the YEAR

BOARD PACKET

April 19, 2022

Grand Junction Regional Airport Authority



Date: April 19, 2022

Location:

GRAND JUNCTION REGIONAL AIRPORT
2828 WALKER FIELD DRIVE
GRAND JUNCTION, CO 81506
AIRPORT TERMINAL - 3rd FLOOR CONFERENCE ROOM

or

Electronic Meeting

Link: <https://us02web.zoom.us/j/89877071218?pwd=NCsrRmVOMXRDTGprQ1QyK3JETEerQT09>

Time: 5:15 PM

REGULAR MEETING AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Approval of Agenda

IV. Commissioner Comments

V. Citizens Comments

The Grand Junction Regional Airport Authority welcomes respectful public comments at its meetings. The Citizens Comment section is open to all individuals that would like to comment. If you wish to speak under the Citizens Comment portion of the agenda, please e-mail your comment to the Board Clerk (boardclerk@gjairport.com) 15 minutes prior to the meeting. Comments not related to specific agenda items will be addressed during the citizen comment section of the agenda. Citizen comments related to a specific action item will be addressed during the discussion of that action item. The Board Chair will indicate when you may come forward and comment. Please state your name for the record. Presentations are limited to **three minutes** and yielding time to others is not permitted. Speakers are to address the Chair, not each other or the audience, and are expected to conduct themselves in an appropriate manner. The use of abusive or profane language shall not be allowed. No debate or argument between speakers and/or members of the audience shall be permitted.

VI. Consent Agenda

- A. March 15, 2022 Meeting Minutes _____ 1
 - Approve the March 15, 2022 Board Meeting Minutes.

VII. Action

- A. Resolution No. 2022-002 to Approve Delegation of Authority _____ 2
 - Adopt Resolution No. 2022-002: Resolution of the Board of Commissioners

Regarding Delegation of Authority.

- B. Garver Work Order Parking Lot Improvement Design _____ 3
 - Approve Garver Work Order No. 16 in the amount of \$107,300 to design and provide bid support services for landside parking lot improvements and authorize the Executive Director to sign the Work order.

VIII. Discussion

- A. Airport Development Plan Update – InterVISTAS

IX. Staff Reports

- A. Executive Director Report (Angela Padalecki)
- B. Finance and Activity Report (Sarah Menge) _____ 4
- C. Capital Improvement Plan Update (Colin Bible)

X. Any other business which may come before the Board

XI. Adjournment



Grand Junction Regional Airport Authority Board
Regular Board Meeting
Meeting Minutes
March 15, 2022

REGULAR BOARD MEETING

I. Call to Order

Mr. Tom Benton, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on March 15, 2022 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3rd floor conference room as well as electronically.

<p><u>Commissioners Present:</u> Tom Benton (Chairman) Clay Tufly (Vice Chairman) Linde Marshall Ron Velarde Erling Brabaek Thaddeus Shrader</p> <p><u>Airport Staff:</u> Angela Padalecki (Executive Director) Dan Reimer (Counsel) Sarah Menge Dylan Heberlein Ben Peck Cameron Reece (Clerk) Shelagh Flesch</p>	<p><u>Guests:</u> Colin Bible, Garver Mario Maraccini, Garver Jeremy Lee, Mead and Hunt Josh Cohn, InterVISTAS Brian Mohr, InterVISTAS Todd Green, CDOT Jon, Unknown</p>
--	---

II. Pledge of Allegiance

III. Approval of Agenda

Commissioner Tufly made a motion to approve the March 15, 2022 Board Agenda. Commissioner Velarde seconded the motion. Voice Vote: All Ayes; motion carries.

IV. Commissioner Comments

Commissioner Benton appreciated the operations staff for taking care of visitors coming in and out of the airport.

V. Citizen Comments

No Citizen Comments were made

VI. Consent Agenda

A. February 15, 2022 Meeting Minutes

Approval of February 15, 2022 Board Meeting Minutes

B. March 1, 2022 Meeting Minutes

Approval of March 1, 2022 Special Board Meeting Minutes

C. Knott Laboratory Scope of Work - Gate 6 Retaining Wall Improvements

Authorize the Executive Director to accept the Engineering Proposal & Terms of Engagement with Knott Laboratories not to exceed \$18,000 to complete a design to repair the retaining wall outside gate #6 on the East Apron.

D. Memorandum of Understanding with CDOT Division of Aeronautics

Accept the Memorandum of Understanding (MOU) with the Colorado Department of Transportation Division of Aeronautics for the Aviation Weather Camera Installation at the airport and authorize the Executive Director to sign the MOU.

E. 2022 Airport Goals

Adopt the 2022 Goals for the Grand Junction Regional Airport.

Commissioner Brabaek made a motion to approve the Consent Agenda. Commissioner Tufly seconded the motion. Voice Vote: All Ayes; motion carries.

VII. Action

A. Executive Director 2022 Employment Contract Amendment

Commissioner Tufly made a motion to Approve the proposed amendment to the Executive Director's Employment Contract. Commissioner Shrader seconded the motion. Voice Vote: All Ayes; motion carries.

VIII. Discussion

A. Airport Development Plan Update – InterVISTAS

IX. Staff Reports

- A. Executive Director Report (Angela Padalecki)
- B. Finance and Activity Report (Sarah Menge)

C. Capital Improvement Program Update (Colin Bible)

X. Any other business which may come before the Board

XI. Adjournment

The meeting adjourned at approximately 6:23pm

*Audio recording of the complete meeting can be found at
[https://qairport.com/Board Meetings](https://qairport.com/Board_Meetings)*

Tom Benton, Board Chairman

ATTEST:

Cameron Reece, Clerk to the Board

Grand Junction Regional Airport Authority
Agenda Item Summary

TOPIC:	Resolution No. 2022-002 - Delegation of Authority		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Adopt Resolution Number 2022-002: Resolution of the Board of Commissioners Regarding Delegation of Authority and modify the delegation of authority for applying to grant opportunities.		
SUMMARY:	<p>At times, opportunities arise for grants that have short response times and GJRAA staff do not always have enough time to prepare the application, meet the public notice requirements to hold a special board meeting for approval and meet the grant deadline.</p> <p>The proposed change to the delegation of authority authorizes the GJRAA to submit statements of interest, funding requests, lists of grant-eligible projects, and apply for grants and other forms of financial assistance if certain conditions are met:</p> <ul style="list-style-type: none">i.) Submission does not contractually commit GJRAA to accept the grantii.) The percentage of local match required does not exceed 50% of the project cost or \$2,000,000iii.) The Executive Director will consult with and obtain consent from the Executive Committee prior to submission. <p>The Board continues to reserve the power to approve all applications for funding through the FAA Airport Improvement Program and to approve all grant agreements with awarding agencies.</p> <p>Notice of any grant applications submitted will also be reported to the full board at the next regularly scheduled meeting.</p>		
REVIEWED BY:	Executive Director and Legal Counsel		
FISCAL IMPACT:	N/A		
ATTACHMENTS:	Resolution Number 2022-002: Resolution of the Board of Commissioners Regarding Delegation of Authority		
STAFF CONTACT:	Sarah Menge, Director of Finance smenge@gjairport.com Office: 970-248-8581		

RESOLUTION NO. 2022-002
RESOLUTION OF THE BOARD OF COMMISSIONERS
REGARDING DELEGATION OF AUTHORITY

WHEREAS, the Grand Junction Regional Airport Authority (“GJRAA”) is the owner and operator of the Grand Junction Regional Airport (“Airport”), located in Grand Junction, Colorado; and

WHEREAS, GJRAA was formed under and derives its authority from C.R.S. § 41-3-101, *et. seq.*, known as the “Public Airport Authority Act” (the “Act”), and is governed by the GJRAA Board of Commissioners (“Board”); and

WHEREAS, Section 41-3-105(1) of the Act provides, “All powers, privileges, and duties vested in or imposed upon any authority organized pursuant to the provisions of this article shall be exercised and performed by and through the board except as otherwise provided by law; but the exercise of any and all executive, administrative and ministerial powers may be by said board delegated and redelegated to any of the officers created or by the board acting under this article”; and

WHEREAS, Section 41-3-105(5)(f) of the Act provides that the Board shall have the power “[t]o prescribe by resolution a system of business administration; to create any and all necessary offices; [and] to establish and reestablish the powers and duties and compensation of all officers and employees”; and

WHEREAS, Section 41-3-105(5)(g) of the Act provides that the Board shall have the power “[t]o employ clerical, legal, consulting, and engineering assistance and labor, and to delegate and redelegate to such employees the powers conferred by this article, under such conditions and restrictions as shall be fixed by the board to authorize such employees to bind the authority by contract”; and

WHEREAS, the Board previously has delegated authority over Airport matters in, for example and without limitation, (i) annual resolutions on financial matters, including both banking and expenditures; (ii) the annual resolution adopting a budget; (iii) the Grand Junction Regional Airport Authority Purchasing and Procurement Policy (current version dated Aug. 20, 2019); (iv) policies on the capitalization and disposal of Airport assets; and (v) other Board resolutions and policies; and

WHEREAS, the Board believes that formal delegation over certain matters not addressed in other resolutions and policies is desirable in the exercise of the Board’s obligations under the Act; would remove ambiguity about the proper authority for many routine and recurring Airport matters; and further that such delegation should be revisited annually.

NOW, THEREFORE, by this Resolution, the Board hereby delegates authority to the Executive Director of the Airport and reserves other powers unto itself, as follows:

1. The following powers shall be delegated to the Executive Director:
 - a. To initiate procurements for goods and services.
 - b. To enter into contract negotiations, including with the apparent best proposer in a solicitation, and present contracts for the Board's consideration.
 - c. To authorize payment of invoices submitted by vendors, contractors and consultants in accordance with executed contracts (for services) and purchase orders (for goods), except to the extent expenditure approval is reserved to the Board in the then-current Purchasing and Procurement Policy or other source.
 - d. To extend or renew a contract or agreement where the GJRAA's consent is ministerial in nature and/or the power to extend or renew is delegated to the Executive Director in the contract or agreement.
 - e. To declare in default or terminate an agreement with which second party is not in compliance.
 - f. To approve permits and licenses for access to Airport property for terms not to exceed thirty (30) days and not to exceed ninety (90) days total, including extensions and renewals.
 - g. To set compensation for Authority employees in accordance with the annual budget approved by the Board.
 - h. To submit statements of interest, funding requests, lists of grant-eligible projects, and applications for grants and other financial assistance, provided the following conditions are met: (i) the submittal does not contractually commit the GJRAA to accept the grant or assistance, if awarded; (ii) the percentage local match to be required of the GJRAA does not exceed fifty percent of the total award value or two million dollars (\$2,000,000); and (iii) the Executive Director consults with and obtains the consent of the Board's Executive Committee prior to the submission. This delegation does not apply to the powers reserved to the Board in Section 2(c) below, concerning certain grant applications submitted to the Federal Aviation Administration ("FAA").
 - i. To request airport improvement program grant amendments from the FAA and authorize change orders to contractors funded by the grant, provided the change orders do not increase the local match on the part of the GJRAA authorized in the grant acceptance.
 - j. To execute airline operating license agreements, upon establishing that the airline is capable to satisfy the terms and conditions of the license and the license

conforms in all material respect to the then-current standard form approved by the Board.

- k. To execute airline incentive agreements (marketing and operations), provided the airline is eligible in accordance with the airline incentive policy approved by the Board and the agreement conforms in material respects to the then-current standard form approved by the Board.
- l. To consent to the sublease of Airport property, upon establishing that the sublease agreement conforms to the then-current standard form approved by the Board.
- m. To approve commercial operator permits for the conduct of commercial aeronautical activities, upon establishing that the operator complies with the Airport Minimum Standards and the permit conforms to the then-current standard form approved by the Board.
- n. To approve the form of and execute avigation easements.
- o. To prepare such additional standard form contracts, permits, licenses and other agreements, provided that the authority to approve such agreements shall be reserved to the Board.
- p. To develop, adopt, implement and enforce Standard Operative Procedures, directives and policies that implement, interpret, administer and enforce Board policies and/or that direct the conduct of GJRAA employees.
- q. To develop, adopt, and administer internal forms and agreements for GJRAA employees, including, by way of example but without limitation: parking permit agreement, key agreement, uniform policy, purchase card agreement, motor vehicle record authorization form, and employee conflict-of-interest form.
- r. To develop and implement the Airport Certification Manual and associated Letters of Agreement with the FAA; Airport Security Program; Airport Emergency Program; Tarmac Delay Contingency Plan; and such similar and related plans concerning the operation and management of the Airport as may be required to be prepared under federal law and regulation.
- s. To issue Notices to Airmen, including the authority to temporarily close the Airport in coordination with the FAA.
- t. To submit the Airport Capital Improvement Plan to the State of Colorado and the FAA.
- u. To develop and implement policies and programs to preclude unlawful discrimination and promote participation in Airport programs by socially and economically disadvantaged individuals, in accordance with federal law and

regulation, including the Disadvantaged Business Enterprise (DBE) Program, Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Title VI Nondiscrimination Program, and Language Assistance Plan.

- v. To develop and implement a document retention program in accordance with all applicable legal requirements.
2. Notwithstanding the foregoing, the Board recognizes that the following non-exclusive list of powers rest with and shall be reserved to the Board:
- a. To bind the GJRAA by contract, except as explicitly delegated to the Executive Director hereunder or by separate resolution or writing, including contracts for the purchase of goods and services; and leases, licenses, permits and other agreements providing for the use and possession of Airport property.
 - b. To amend the Airport By-Laws.
 - c. To approve the application for grant funding through the FAA Airport Improvement Program and to approve grant agreements and co-sponsorship agreements.
 - d. To approve the form of standard agreements.
 - e. To consent to the assignment of lease agreements and other contracts.
 - f. To approve, revise and rescind policies applicable to the GJRAA and Airport, including but not limited to:
 - i. Airport operating policies and procedures, such as the Lease Policy, Design Intent Guidelines, Non-Commercial Use Policy, General Aviation Minimum Standards, Colorado Open Records Act Policy and Procedures, Airport Rules and Regulations, and Nondiscrimination Policy.
 - ii. Board and employee conduct policies, such as the Code of Professional Conduct, Airport Compliance Program, Employee Handbook, Bring Your Own Device Policy, and Whistleblower Policy.
 - iii. Financial policies, such as the Grant Management and Oversight Policy, Purchasing and Procurement Policy, Asset Capitalization Policy, and Asset Disposal Policy.
 - g. The power to adopt such resolutions as necessary and desirable in the interests of the GJRAA and Airport, consistent with the Act and in furtherance of the GJRAA's role as owner, operator and sponsor of the Airport.

3. The Executive Director may further delegate to her designee(s) the powers conferred in Section 1, provided that any further delegation of powers not documented in the Purchasing and Procurement Policy that contractually bind or obligate the GJRAA must be in writing and kept with this resolution in the records of the Airport.
4. Nothing in this Resolution shall be construed to prohibit the Executive Director and her staff, in their discretion, from bringing to the Board for its approval matters which have, by this Resolution, been deemed delegated to the Executive Director and her designees.
5. This Resolution supersedes and replaces Resolution 2014-02 (Resolution of the Board of Commissioners Regarding Authority to Execute Standardized Agreements) but does not otherwise supersede or replace any other Board resolution or policy, except to the extent of a direct conflict, in which event this resolution shall control.
6. The Board intends that the delegations of authority granted by this Resolution shall be reviewed and approved by the Board on an annual basis. Unless renewed by the Board, the authority granted to the Executive Director by this resolution shall expire at 11:59pm on January 31, 2023.

ADOPTED this 19th day of **April, 2022**.

Board Members Voting Aye:

Those Voting Nay:

ATTEST:

Tom Benton, Chairman

Cameron Reece, Clerk

Grand Junction Regional Airport Authority
Agenda Item Summary

TOPIC:	Garver Work Order 16 Parking Lot Improvement Design		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Approve Garver Work Order No. 16 in the amount of \$107,300 to design and provide bid support services for landside parking lot improvements and authorize the Executive Director to sign the task order.		
SUMMARY:	<p>The existing public overflow and employee parking lot is an unpaved, milled lot adjacent to the paved public airport parking lot. Based on recommendations in the Airport Development Plan and recent holiday travel demand public parking needs to expand. By paving the current employee/overflow lot and relocating employee parking we can add approximately 225 spaces, bringing the total public parking space count to almost 900. 900 spaces is enough parking to allow the Airport to serve 700,000 passengers annually, 40% more than we served in 2021.</p> <p>This scope of work is for full design of the paved public parking lot and a milled employee parking lot to the east of the terminal building. Following the completion of the design Garver will advertise this project for bids and we will return to the Board for a separate approval to move forward with construction.</p> <p>The planned schedule is to complete the design by early summer to enable the construction on both parking areas to be finished before the Thanksgiving holiday.</p> <p>Parking lot improvements were specifically listed as a project in the procurement for an on-call engineer that was awarded to Garver in 2017 and this scope will be issued under that master service agreement. This design effort will be funded entirely by Airport revenues as parking is ineligible for existing grant funding opportunities available to the Authority.</p>		
REVIEWED BY:	Executive Director and Legal Counsel (Dan Reimer)		
FISCAL IMPACT:	Total Cost - \$107,300		
ATTACHMENTS:	Garver Work Order No 16		
STAFF CONTACT:	Sarah Menge, Director of Finance smenge@gairport.com Office: 970-248-8581		



WORK ORDER NO. 16
Grand Junction Regional Airport Authority
Grand Junction, Colorado
Project No. 22A25303

This WORK ORDER (“Work Order”) is made by and between the **Grand Junction Regional Airport Authority of Grand Junction, Colorado** (hereinafter referred to as “Owner”) and **Garver, LLC**, (hereinafter referred to as “Garver” or “Engineer”) in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on May 17, 2017 (the “Agreement”).

Under this Work Order, the Owner intends to provide design and bidding support services for the terminal parking expansion and the addition of an employee parking lot.

The existing overflow terminal parking at the airport was constructed using asphalt millings. Given the steady increase in use of this lot, the Owner has requested a design to improve the overflow parking lot to match the quality and appearance of the existing paved parking lot. Additionally, a new employee parking area will be designed to the east of the terminal with asphalt millings.

Garver will provide professional services related to these improvements as described herein. Terms not defined herein shall have the meaning assigned to them in the Agreement.

SECTION 1 - SCOPE OF SERVICES

The scope of engineering services is described in Exhibit A.

SECTION 2 – PAYMENT

For the Services set forth above, Owner will pay Garver on a lump sum basis. The Owner represents that funding sources are in place with the available funds necessary to pay GARVER.

The table below presents a summary of the fee amounts and fee types for this Work Order.

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
Surveys	\$107,300.00	LUMP SUM
TOTAL FEE	\$107,300.00	LUMP SUM

The lump sum amount to be paid under this Work Order is \$107,300.00. For informational purposes, a breakdown of Garver’s estimated costs is included herein with approximate hourly breakdown.

As directed by the Owner, some billable Services may have been performed by Garver prior to execution of this Work Order. Payment for these Services will be made in accordance with the fee arrangement established herein, as approved by the Owner.

Additional Services (Extra Work). For services not described or included in Section 2, but requested by the Owner in writing or otherwise permitted under Section 4, the Owner will pay Garver as expressly set forth in the applicable Amendment, or in the event the Amendment is silent, for the additional time spent on the Project, at the rates shown in this Exhibit B for each classification of Garver’s personnel (may



include contract staff classified at Garver's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel.

SECTION 3 – APPENDICES

- 3.1 The following Appendices are attached to and made a part of this Work Order:
 - 3.1.1 Exhibit A – Scope of Services
 - 3.1.2 Exhibit B – Fee Summary

This Work Order may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The effective date of this Work Order shall be the last date written below.

GRAND JUNCTION REGIONAL
AIRPORT AUTHORITY

GARVER, LLC

By: _____
Signature

By: Colin Bible
Signature

Name: _____
Printed Name

Name: Colin Bible
Printed Name

Title: _____

Title: Senior Project Manager

Date: _____

Date: 4/14/2022



EXHIBIT A (SCOPE OF SERVICES)

Generally, the Scope of Services includes the following professional services for improvements to the Terminal Parking Lot and the Employee Parking Lot at Grand Junction Regional Airport. Improvements will consist primarily of a parking lot expansion by converting the existing gravel parking area (adjacent to the paved parking lot) into a paved parking area, as shown in Exhibit 1, and an employee parking lot covered with asphalt millings, located to the east of the Terminal Building, as shown in Exhibit 2. Garver will provide the following services:

- Project Administration
- Drainage Analysis
- Design Services
 - 50% Preliminary Design
 - 100% Final Design
 - Issued for Bid
- Bidding Services

A.1 Project Administration

Garver will serve as the Owner's representative for the project and furnish consultation and advice to the Owner during the performance of this service. Garver will attend conferences alone or with Owner's representatives, local officials, state and federal agencies, and others regarding the scope of the proposed project, its general design, functions, and impacts.

A.2 Drainage Analysis

Garver will develop hydrologic and hydraulic models of the drainage system within the project limits for the 2 and 100 year storms. Autodesk Storm and Sanitary Analysis will be utilized to verify the existing drainage infrastructure is sized sufficiently to accept the runoff from the newly paved parking area during the design storm events. Modeling methodology and parameters will be selected in accordance with standard engineering practice and Owner standards. Modeling parameters, such as areas, slopes, drainage paths, distances, etc. will be obtained from surveys, planimetric contour maps and aerial photos and verified by field investigation.

A pre-development model will be developed to include drainage infrastructure that is known to be functional. Damaged or non-functional drainage infrastructure will not be included in the pre-development model. Garver will also develop a post-development model to manage runoff from the project site. The post-development model may include potential onsite mitigation options.

Garver will develop a brief drainage analysis and this information will be included in a Drainage Memo. The drainage analysis memo will include the following:

- Pre-development Drainage Methodology and Results
- Conceptual Post-development Drainage Methodology and Results
- Overall Drainage Recommendations

A.3 Design Services

A.3.1 General



Garver will prepare detailed construction drawings, specifications, instructions to bidders, and general provisions and special provisions, all based on guides furnished to Garver by the Owner, City of Grand Junction, and Mesa County, or internally developed by Garver. Contract Documents (Plans, Specifications, and Estimates) will be prepared for award of one (1) construction contract. These designs shall conform to the standards of practice ordinarily used by members of Garver's profession practicing under similar conditions and shall be submitted to the Grand Junction/Mesa County office from which approval must be obtained.

A.3.2 Owner / Agency Coordination

Garver's project manager and/or design team will coordinate with the Owner as necessary to coordinate design decisions, site visits, document procurement, or other design needs.

A.3.3 Quality Control

Garver will develop a project specific quality control plan. The quality control plan will include the project background and scope, stakeholder contact information, project team and roles, design criteria, project schedule, and quality control procedures.

Garver will complete a quality control review prior to any design submission to Owner and/or FAA. QC reviews will be completed by a senior construction observer and project manager. Weekly internal progress meetings will be held during all design phases to ensure adequate quality control throughout the design phases.

A.3.4 Environmental Coordination

Garver will develop a Stormwater Management Plan (SWMP), including erosion control plans and details. Upon Owner review, the SWMP and NOI shall be submitted to Mesa County for review. Garver will incorporate comments from the review agency. The contractor will be required to obtain a construction stormwater discharge permit from Mesa County and the Colorado Department of Public Health and Environment (CDPHE).

Garver will coordinate and complete documentation for submission to FAA to receive environmental clearance for the project. Documentation will include that required by the documented CATEX questionnaire of FAA SOP 5.0.

A.3.5 Existing Conditions Review

A.3.5.1 *Record Document Review*

Garver will review record document data from the vicinity of the construction site to evaluate existing conditions. Record document data may include record drawings, record surveys, utility maps, GIS data, and previous design reports.

A.3.5.2 *Site Visits*

Garver's civil engineers will perform one (1) site visit to the project site to review existing conditions and evaluate survey and record document data.

A.3.6 Pavement Design

Garver will utilize the pavement section previously developed for the existing customer parking located to the east of this site.



A.3.7 Geometric Design

Garver will provide geometric design in accordance with Grand Junction or other local standards.

A.3.8 Modeling

Garver will develop a preliminary surface grade model based on the requirements of Grand Junction and ADA standards for accessible design. Modeling will include all proposed drive lanes, curb and gutter, and sidewalks to tie into existing grade for the project site. Modeling will be an iterative process to determine the most efficient design solution.

A.3.9 Electrical

A.3.9.1 *Parking Lot Lighting and Signage*

Garver will provide electrical engineering services to design the new lighting improvements on the project including but not limited to the following: new light poles to match the style and spacing of the existing paved parking lot and new access guidance signs.

A.3.10 Utility Design and Coordination

It is expected that the following utilities will require relocation / modification as part of the project. Garver will coordinate with the Owner and applicable utility owners for utility relocation design. In addition to the utilities listed below, Garver will also design infrastructure for future utility extensions.

- Storm Drainage
- Electrical

Garver will furnish plans to all known utility owners potentially affected by the project at each stage of development. Garver shall conduct coordination meetings among all known affected utility owners to enable them to coordinate efforts for any necessary utility relocations. Garver will include the surveyed locations of the observable and marked utilities in the construction plans. Garver will also include proposed and/or relocated utility information in the construction plans as provided by the utility companies.

A.3.11 Plan Set Development

The following matrix details the plan drawings to be included in each design submittal.

Plan Set	Design Phase		
	50% Preliminary	100% Final	Issued for Bid
Cover Sheet	X	X	X
Sheet Index	X	X	X
General Notes	X	X	X
Project Layout Plan	X	X	X
Survey Control Plan	X	X	X
Construction Safety Plans	X	X	X
Construction Safety Details	X	X	X



Existing Conditions Plans	X	X	X
Erosion Control Plans	X	X	X
Erosion Control Details	X	X	X
Demolition Plans	X	X	X
Demolition Details	X	X	X
Drainage Plans	X	X	X
Drainage Details	X	X	X
Utility Plans	X	X	X
Utility Details	X	X	X
Typical Sections	X	X	X
Paving Plans	X	X	X
Paving Details	X	X	X
Grading Plans	X	X	X
Grading Details	X	X	X
Elevation Plans	X	X	X
Elevation Details	X	X	X
Pavement Marking and Signage Plans	X	X	X
Pavement Marking and Signage Details	X	X	X
Electrical Notes	X	X	X
Electrical Demolition Plans	X	X	X
Electrical Installation Plans	X	X	X
Electrical Details	X	X	X

A.3.12 Specifications and Contract Documents

A.3.12.1 *Technical Specifications*

Detailed specifications shall be developed using appropriate standards approved for use by Grand Junction, Mesa County, and CDOT. Additional supplementary specifications will be developed for project requirements not covered by these agencies.

A.3.12.2 *Construction Contract Documents*

Garver will develop construction contract documents based on EJCDC and GJRAA standards. Final construction contract documents will be submitted to the Owner for final review and approval.

A.3.13 Quantities and Engineer's Opinion of Probable Cost.

Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be completed by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost.

A.3.14 Design Services Submission and Meeting Summary



The following design submittal phases shall be included in the fee summary. A summary of each design phase and the associated review meetings is included below.

A.3.14.1 50% Preliminary Design

Garver will attend the Grand Junction Planning Department General Meeting to initiate the planning review process. Garver will develop 50% preliminary design plans and specifications, and submit these to the Owner and Grand Junction Planning for review. It is anticipated that the Owner and City will review the design submission within two weeks.

At the completion of the review period, Garver will meet with the Owner and City to review the 50% preliminary design plans and specifications, and to receive Owner/City comments and direction.

A.3.14.2 100% Final Design

Garver will develop 100% final design plans, specifications, and engineer's report and submit these to the Owner and Mesa County Permitting for review. It is anticipated that the Owner/County will review the design submission within two weeks.

At the completion of the review period, Garver will meet with the Owner/County to review the 100% final design plans and specifications, and to receive Owner/County comments and direction.

A.3.14.3 Issued for Bid (IFB)

Garver will develop IFB plans and specifications and submit these to the Owner for bidding.

A.4 Bidding Services

Garver will assist the Owner in advertising for and obtaining bids or negotiating proposals for one prime contract for construction, materials, equipment and services. The Owner will pay advertising costs outside of this contract.

Garver will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents. Garver will consult with and advise the Owner as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)") for those portions of the work as to which such acceptability is required by the Bidding Documents. Garver will consult with the Owner concerning the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.

Garver will attend the bid opening, prepare a bid tabulation, and assist the Owner in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment, and services. Garver will assist the Owner in the execution of all contract documents and furnish a sufficient number of executed documents for the Owner and Contractor.

A.5 Project Deliverables

The following deliverables will be submitted to the parties identified below. Unless otherwise noted below, all deliverables shall be electronic.



1. 50% Preliminary Design Plans and Specifications to the Owner, Grand Junction, and affected Utilities.
2. 100% Final Design Plans and Specifications to the Owner and Mesa County.
3. Issued for Bid Plans and Specifications to the Owner.
4. Issued for Construction Plans and Specifications (digital copies) to the Owner and Contractor.
5. Other electronic files as requested.

A.6 Additional Services

The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the Owner.

1. Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.
2. Deliverables beyond those listed herein.
3. Pavement Design will match existing customer parking lot. Additional design will not be performed.
4. Geotechnical analysis will be excluded.
5. Survey work will be performed under a separate task order.
6. Engineering, architectural, or other professional services beyond those listed herein.
7. Retaining walls or other significant structural design.
8. Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
9. Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.
10. Construction Phase Services, Materials Testing, and Closeout will be performed under an additional service.
11. Services after construction, such as warranty follow-up or operations support.

A.7 Schedule

Garver shall begin work under this Agreement within ten (10) days of execution of this Agreement and shall complete the work in accordance with the schedule below:

Design Phase	Calendar Days
50% and 100% Design	60 Days from Receipt of executed agreement
100% Issued for Bid	14 Days from Receipt of 90/100% Final Design Comments



Exhibit 1

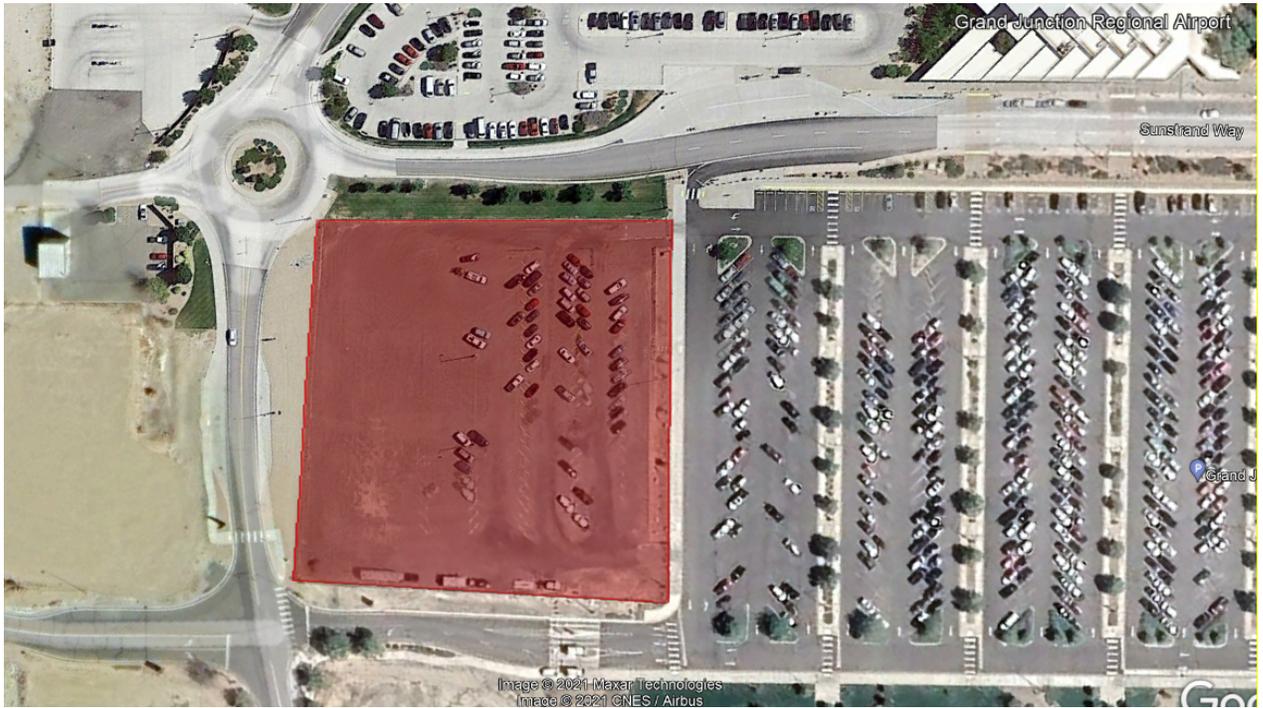


Exhibit 2

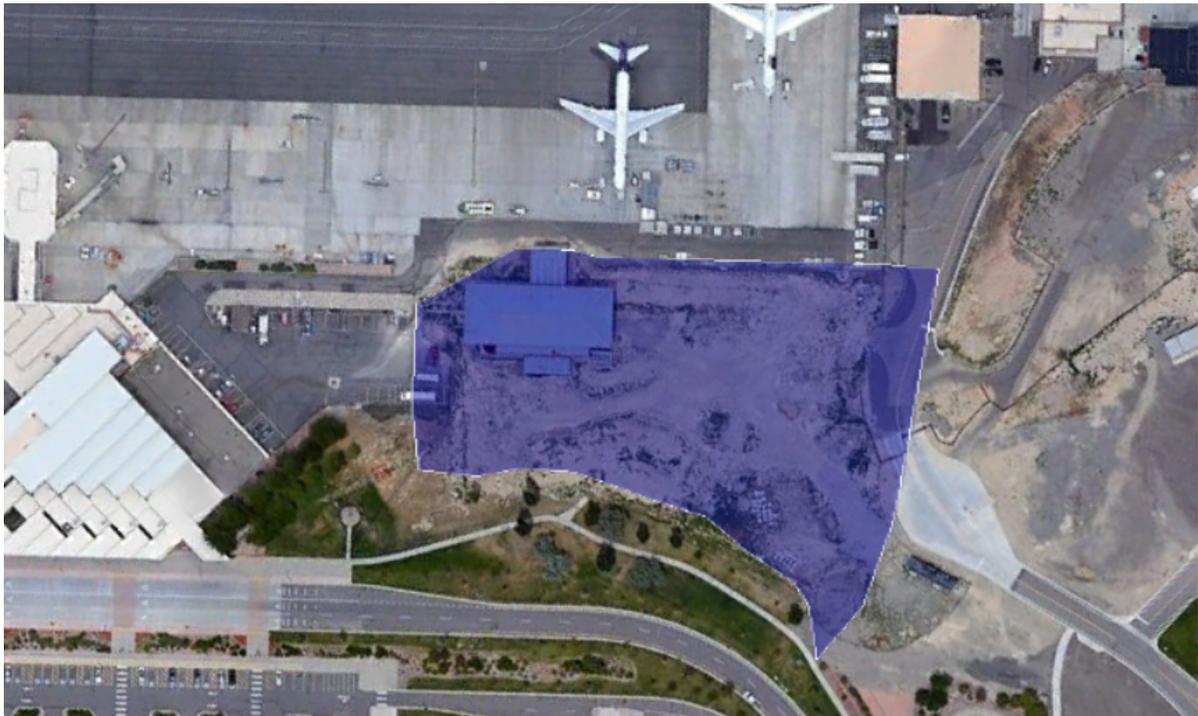


Exhibit B

Grand Junction Regional Airport Terminal Parking Expansion

FEE SUMMARY

Title I Service	Estimated Fees
Preliminary and Final Design	\$ 97,200.00
Bidding Services	\$ 10,100.00
Subtotal for Title I Service	\$ 107,300.00

Exhibit B

**Grand Junction Regional Airport
Terminal Parking Expansion**

Preliminary and Final Design (50% and 100%)

WORK TASK DESCRIPTION	E-5	E-4	E-3	E-2	E-1	D-1	X-1
	hr	hr	hr	hr	hr	hr	hr
1. Project Administration							
Coordination with Client	2	8					
Coordination with City	2	16					
Coordination with (Utility Company)		1	2		2		
Internal (Bi-Weekly) Progress Meetings (6)		6	4		6		
External Coordination (Subs, Utilities, Etc.)		4			4		
(Bi-Weekly) Progress meetings (2 people, virtual)		4			4		
Design Kickoff Meeting	1	1	2		1	1	
Prepare for and Attend GJ Planning Department General Meeting In conjunction with Field Investigation Site Visit)		2			4		
Submit Preliminary Design and Final Design for GJ Zoning/Owner Review		1				8	
Prepare for Preliminary and Final Plan Review Meeting		1	1		1		
Attend Preliminary Plan and Final Review Meeting 2 People, virtual)		2			2		
Prepare and Distribute Preliminary Review Meeting Minutes and Tasks		1					
Subtotal - Project Administration	5	47	9	0	24	9	0
2. Civil Engineering							
Base Map Setup						2	
Establish Design Criteria and Parameters					2		
Review As-Built Drawings					2		
Develop Geometric Layout		1			1	4	
Develop Horizontal Alignments					1	4	
Develop Vertical Alignments		1			4	4	
Develop Assemblies					1	2	
Develop Corridor Model					1	4	
Drainage Basin Development		1			4	8	
Pre-Development Flow Calculations		1			12		
Post-Development Flow Calculations		1			12		
Drainage Design Calculations		1			12		
Preliminary Drainage Memo		1			4		
GJT Development Design Checklist		1			4		
Preliminary Plans							
Cover Sheet						1	
Sheet Index						1	
General Notes					1		
Project Layout Plan					1	1	
Survey Control Plan						1	
Traffic Control Plans		1				2	
Traffic Control Details						2	
Existing Conditions Plans						4	
Erosion Control Plans					1	4	
Erosion Control Details						2	
Demolition Plans		1				4	
Demolition Details					1	1	
Drainage Plans		1			4	8	
Drainage Details					1	2	
Utility Plans		1			4	8	
Utility Details					2	4	
Typical Sections					1	2	
Paving Plans					4	8	
Paving Details					2	2	

Grading Plans		1			4	12	
Grading Details					2	2	
Elevation Plans					4	8	
Elevation Details					1	1	
Pavement Marking and Signage Plans					2	4	
Pavement Marking and Signage Details					1	2	
Landscaping Plans		1			4	8	
Landscaping Details					2	2	
Irrigation Plans		1			4	8	
Irrigation Details					2	2	
Develop Preliminary Construction Contract Documents					4		
Develop Preliminary Technical Specifications		2			12		
Develop Preliminary Supplemental Specifications					4		
Develop Preliminary Quantities					4	4	
Develop Preliminary Opinions of Probable Construction Costs		2					
Internal Quality Control (QC) Review	4	4					
Incorporate QC Review Comments					8	16	
Incorporate Preliminary (Owner/GJ) Review Comments		1			8	12	
Final Drainage Memo		1			1		
GJT Development Design Checklist		1			1		
Develop Final Construction Contract Documents					2		
Internal Quality Control (QC) Review	4	4			4		
Incorporate QC Review Comments					8	8	
Incorporate Final (Owner/Mesa County) Review Comments		1			4	6	
Prepare and Submit Permanent Airspace Study						4	
Develop SWMP					8		
Coordinate and Submit SWMP to Mesa County for Stormwater Permit		2					
Subtotal - Civil Engineering	8	33	0	0	176	184	0
3. Electrical Engineering							
Review As-Built Drawings			2		4		
Locate Existing Circuits					2		
Lighting and Signage Assessment			2		4		
Develop One-Line Diagram			1		8		
Preliminary Plans							
Electrical Notes			1		2		
Electrical Demolition Plans			1		4		
Electrical Installation Plans			2		4	8	
Electrical Details			2		2	4	
Develop Preliminary Technical Specifications					8		
Develop Preliminary Quantities			1		4		
Develop Preliminary Opinions of Probable Construction Costs			1		4		
Internal Quality Control (QC) Review		1	4		4		
Incorporate QC Review Comments					4		
Incorporate Preliminary (Owner/GJ) Review Comments		1	2		2	6	
Subtotal - Electrical Engineering	0	2	19	0	56	18	0

Hours 13 82 28 0 256 211 0

Salary Costs \$3,848.00 \$19,762.00 \$5,712.00 \$0.00 \$37,632.00 \$28,063.00 \$0.00

SUBTOTAL - SALARIES: \$95,017.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly \$50.00
Postage/Freight/Courier \$43.00
Office Supplies/Equipment \$40.00
Computer Modeling/Software Use \$100.00
Travel Costs \$1,950.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$2,183.00

SUBTOTAL: \$97,200.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$97,200.00

Exhibit B

**Grand Junction Regional Airport
Terminal Parking Expansion**

Bidding Services

WORK TASK DESCRIPTION	E-5	E-4	E-3	E-2	E-1	D-1	X-1
	hr	hr	hr	hr	hr	hr	hr
1. Civil Engineering							
Review and Respond to Request for Information (RFI)					6		
Draft and Distribute Addendums		2			6	8	4
Prepare for Pre-Bid Meeting					4	2	
Attend Pre-Bid Meeting (1 person, on-site)	4						
Bid Opening (1 person, on-site)	4						
Prepare Bid Tabulation					2		
Award		1			4		
Prepare Contract Documents					2		
Subtotal - Civil Engineering	8	3	0	0	24	10	4

Hours	8	3	0	0	24	10	4
Salary Costs	\$2,368.00	\$723.00	\$0.00	\$0.00	\$3,528.00	\$1,330.00	\$344.00

SUBTOTAL - SALARIES: \$8,293.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$150.00
Postage/Freight/Courier	\$52.00
Office Supplies/Equipment	\$55.00
Travel Costs	\$1,550.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$1,807.00

SUBTOTAL: \$10,100.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$10,100.00



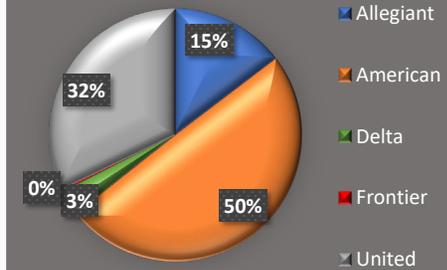
GRAND JUNCTION REGIONAL AIRPORT

February 2022
DATA & STATISTICS

Passenger Enplanements (Rev & Non-Rev only)



2022 Market Share



2022	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air Charters	Charters	Total	Annual Inc/Dec
JAN	2,180	7,725	0	975	88	4,013	0	0	14,981	↑ 47.9%
FEB	2,220	7,197	0	0	0	5,632	0	0	15,049	↑ 31.6%
MAR									0	
APR									0	
MAY									0	
JUN									0	
JUL									0	
AUG									0	
SEP									0	
OCT									0	
NOV									0	
DEC									0	
TOTAL	4,400	14,922	-	975	88	9,645	-	-	30,030	
Market Share	14.65%	49.69%	0.00%	3.25%	0.29%	32.12%	0.00%	0.00%	100.00%	

2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air Charters	Charters	Total
JAN	939	4,854	0	1,603	0	2,731	0	0	10,127
FEB	1,194	5,135	0	1,681	0	3,275	0	150	11,435
MAR	1,880	7,492	0	2,486	0	4,134	0	0	15,992
APR	1,675	9,768	0	2,846	0	4,718	0	0	19,007
MAY	1,530	9,766	800	3,962	0	5,262	50	0	21,370
JUN	1,449	10,720	1,414	4,664	564	7,187	0	0	25,998
JUL	1,518	11,314	1,652	4,952	420	7,950	0	0	27,806
AUG	1,380	10,313	640	4,540	1,900	9,544	0	0	28,317
SEP	1,570	10,203	0	4,512	1,107	10,004	0	0	27,396
OCT	2,597	12,947	0	4,084	1,040	7,785	0	0	28,453
NOV	2,980	8,962	0	3,821	746	6,273	0	0	22,782
DEC	1,653	8,500	0	3,445	581	6,331	0	0	20,510
TOTAL	20,365	109,974	4,506	42,596	6,358	75,194	50	150	259,193
Market Share	7.86%	42.43%	1.74%	16.43%	2.45%	29.01%	0.02%	0.06%	100.00%

Passenger Deplanements



2022	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air Charters	Charters	Total	Annual Inc/Dec
JAN	2,141	7,747	0	672	69	4,105	0	0	14,734	↑ 45.6%
FEB	2,066	7,099	0	0	0	6,473	0	181	15,819	↑ 16.1%
MAR									0	
APR									0	
MAY									0	
JUN									0	
JUL									0	
AUG									0	
SEP									0	
OCT									0	
NOV									0	
DEC									0	
TOTAL	4,207	14,846	-	672	69	10,578	-	181	30,553	
Market Share	13.77%	48.59%	0.00%	2.20%	0.23%	34.62%	0.00%	0.59%	100.00%	

2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air Charters	Charters	Total
JAN	1,025	4,890	0	1,656	0	2,551	0	0	10,122
FEB	1,076	5,971	0	1,707	0	4,726	0	150	13,630
MAR	1,826	7,840	0	2,632	0	4,857	0	0	17,155
APR	1,552	9,269	0	2,764	0	4,653	0	0	18,238
MAY	1,571	9,492	804	3,838	0	5,385	50	0	21,140
JUN	1,541	10,740	1,473	4,465	581	6,728	0	0	25,528
JUL	1,285	11,146	1,565	4,876	399	7,573	0	50	26,894
AUG	1,447	9,703	674	4,484	1,861	9,481	0	0	27,650
SEP	1,469	10,381	0	4,553	1,163	10,240	0	61	27,867
OCT	2,233	11,961	0	3,910	1,180	7,589	0	0	26,873
NOV	3,090	8,236	0	3,835	648	6,433	0	0	22,242
DEC	1,598	8,811	0	3,674	676	6,880	0	0	21,639
TOTAL	19,713	108,440	4,516	42,394	6,508	77,096	50	261	258,978
Market Share	7.61%	41.87%	1.74%	16.37%	2.51%	29.77%	0.02%	0.10%	100.00%

Capacity



2022	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total	Annual Inc/Dec
JAN	4,599	9,766	0	1,300	180	4,416	0	0	20,261	↓ -17.8%
FEB	3,246	8,848	0	0	0	6,592	0	0	18,686	↓ -20.4%
MAR									0	
APR									0	
MAY									0	
JUN									0	
JUL									0	
AUG									0	
SEP									0	
OCT									0	
NOV									0	
DEC									0	
TOTAL	7,845	18,614	-	1,300	180	11,008	-	-	38,947	
Market Share	20.14%	47.79%	0.00%	3.34%	0	28.26%	0.00%	0.00%	100.00%	

2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total
JAN	2,910	10,873		4,470		6,400	0	0	24,653
FEB	3,270	10,243		3,920		5,860	0	175	23,468
MAR	4,476	10,173		4,510		5,560	0	0	24,719
APR	3,552	12,522		4,326		5,100	0	0	25,500
MAY	2,808	10,796	2,457	4,400		5,808	50	0	26,319
JUN	2,496	13,689	3,213	5,860	1,836	9,490	0	0	36,584
JUL	2,244	14,461	3,212	6,191	1,098	8,998	0	0	36,204
AUG	2,496	11,365	1,659	6,291	2,178	11,366	0	0	35,355
SEP	2,496	12,625		5,515	1,656	11,210	0	186	33,688
OCT	3,798	13,503		4,615	1,662	8,068	0	0	31,646
NOV	4,794	9,830		4,450	1,482	6,658	0	0	27,214
DEC	4,794	9,830		4,450	1,482	6,658	0	0	27,214
TOTAL	40,134	139,910		58,998		91,176	50	361	352,564
Market Share	11.38%	39.68%		16.73%		25.86%	0.01%	0.10%	93.78%

Load Factor



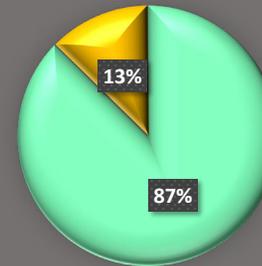
2022	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total
JAN	47%	79%	0%	75%	0%	91%	0%	0%	74%
FEB	68%	81%	0%	0%	0%	85%	0%	0%	81%
MAR									
APR									
MAY									
JUN									
JUL									
AUG									
SEP									
OCT									
NOV									
DEC									
TOTAL	56%	80%	#DIV/0!	75%	49%	88%	0%	0%	77%

2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total
JAN	32%	45%	0%	36%	0%	43%			41%
FEB	37%	50%	0%	43%	0%	56%		86%	49%
MAR	42%	74%	0%	55%	0%	74%		0%	65%
APR	47%	78%	0%	66%	0%	93%	0%	0%	75%
MAY	54%	90%	0%	90%	0%	91%	0%	0%	81%
JUN	58%	78%	0%	80%	0%	76%	0%	0%	71%
JUL	68%	78%	0%	80%	0%	88%	0%	0%	77%
AUG	55%	91%	0%	72%	0%	84%	0%	0%	80%
SEP	63%	81%	0%	82%	0%	89%	0%	0%	81%
OCT	68%	96%	0%	88%	0%	96%	0%	0%	90%
NOV	62%	91%	0%	86%	0%	94%	0%		84%
DEC	34%	86%	0%	77%	0%	95%	0%	0%	75%
TOTAL	51%	79%	0%	72%	0%	82%	100%	42%	74%

2022 Enplaned and Deplaned Airfreight - Lbs

2022 Market Share

2022 YTD		↑ 25.49% ↓ -4.87%
Enplaned Freight	588,467	
Deplaned Freight	816,291	
2021 YTD		
Enplaned Freight	468,941	
Deplaned Freight	858,051	



- FedEx
- Key Lime
- American
- Delta
- United

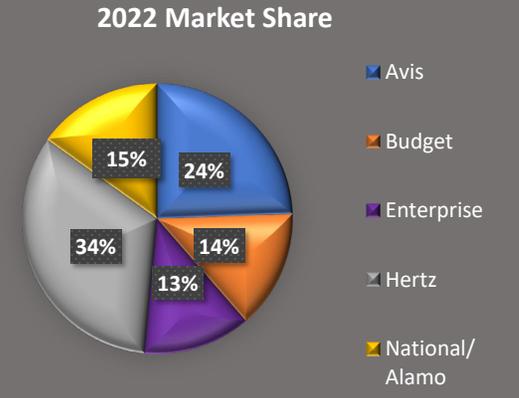
Enplaned	FedEx	Key Lime	American	Delta	United	Total	YTD Total	Annual Inc/Dec
JAN	281,971	21,922	-	466	4	304,363	304,363	↑ 14.8%
FEB	263,502	20,495	33	-	74	284,104	588,467	↑ 39.4%
MAR						-		
APR						-		
MAY						-		
JUN						-		
JUL						-		
AUG						-		
SEP						-		
OCT						-		
NOV						-		
DEC						-		
TOTAL	545,473	42,417	33	466	78	588,467	588,467	
Market Share	92.69%	7.21%	0.01%	0.08%	0.01%	100.00%		

Deplaned	FedEx	Key Lime	American	Delta	United	Total	YTD Total	Month over Month Inc/Dec
JAN	281,971	69,941	219	47	306	352,484	352,484	↓ -19.5%
FEB	399,926	62,834	724	-	323	463,807	816,291	↑ 10.4%
MAR						-		
APR						-		
MAY						-		
JUN						-		
JUL						-		
AUG						-		
SEP						-		
OCT						-		
NOV						-		
DEC						-		
TOTAL	681,897	132,775	943	47	629	816,291	816,291	
Market Share	83.54%	16.27%	0.12%	0.01%	0.08%	100.00%		

2022 Aircraft Operations

2022	Itinerant					LOCAL			TOTAL
	Air Carrier	Air Taxi	General Aviation	Military	TOTAL ITINERANT	Local Civilian	Local Military	TOTAL LOCAL	
JAN	395	615	1,855	138	3,003	1,388	86	1,474	4,477
FEB	431	615	1,747	115	2,908	1,654	110	1,764	4,672
MAR					0			0	0
APR					0			0	0
MAY					0			0	0
JUN					0			0	0
JUL					0			0	0
AUG					0			0	0
SEP					0			0	0
OCT					0			0	0
NOV					0			0	0
DEC					0			0	0
TOTAL	826	1,230	3,602	253	5,911	3,042	196	3,238	9,149
Historical Data	2017	2018	2019	2020	2021	2022	2021-2022 Inc/Dec		
JAN	3,325	3,320	3,425	3,713	4,904	4,477	↓	-8.71%	
FEB	2,888	2,945	3,473	4,378	4,195	4,672	↑	11.37%	
MAR	4,356	3,931	4,119	3,241	4,710	-			
APR	3,717	3,670	3,378	2,436	4,238	-			
MAY	3,821	3,908	4,075	3,826	4,514	-			
JUN	4,839	4,287	4,293	4,588	5,000	-			
JUL	3,997	5,195	4,348	4,784	5,014	-			
AUG	4,084	5,139	4,256	5,436	4,858	-			
SEP	3,496	4,161	3,941	4,777	5,355	-			
OCT	3,752	4,600	4,004	5,216	5,095	-			
NOV	3,074	4,092	3,811	4,612	4,841	-			
DEC	2,957	3,612	4,216	4,532	4,269	-			
TOTAL	44,306	48,860	47,339	51,539	56,993	9,149			

2022 Rental Car Revenues



2022	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total	Annual YTD Inc/Dec	
JAN	176,166	89,345	95,880	224,219	103,471	689,081	689,081	↑	83.6%
FEB	143,863	96,759	72,822	214,043	93,316	620,803	1,309,884	↑	57.3%
MAR						0			
APR						0			
MAY						0			
JUN						0			
JUL						0			
AUG						0			
SEP						0			
OCT						0			
NOV						0			
DEC						0			
TOTAL	320,029	186,104	168,702	438,263	196,787	1,309,884	1,309,884		
Market Share	24.43%	14.21%	12.88%	33.46%	15.02%	100.00%			

2021	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total	
JAN	63,490	37,121	68,456	115,341	90,873	375,281	375,281	
FEB	88,747	47,482	85,630	138,855	96,619	457,332	832,613	
MAR	137,342	97,006	114,654	208,673	148,899	706,573	1,539,186	
APR	171,522	88,618	143,501	235,388	189,830	828,859	2,368,045	
MAY	242,237	140,693	182,533	295,030	203,100	1,063,592	3,431,637	
JUN	307,265	192,646	257,472	409,070	224,989	1,391,441	4,823,079	
JUL	227,496	158,122	261,933	518,255	246,824	1,412,630	6,235,709	
AUG	256,062	172,401	277,202	486,233	211,488	1,403,386	7,639,095	
SEP	296,712	196,735	246,145	413,975	211,120	1,364,687	9,003,782	
OCT	345,523	201,302	222,811	369,014	233,440	1,372,091	10,375,873	
NOV	163,909	111,083	133,277	263,968	132,329	804,566	11,180,439	
DEC	150,935	78,621	103,418	234,091	121,686	688,750	11,869,189	
TOTAL	2,451,240	1,521,829	2,097,032	3,687,891	2,111,197	11,869,189		
Market Share	20.65%	12.82%	17.67%	31.07%	17.79%	100.00%		

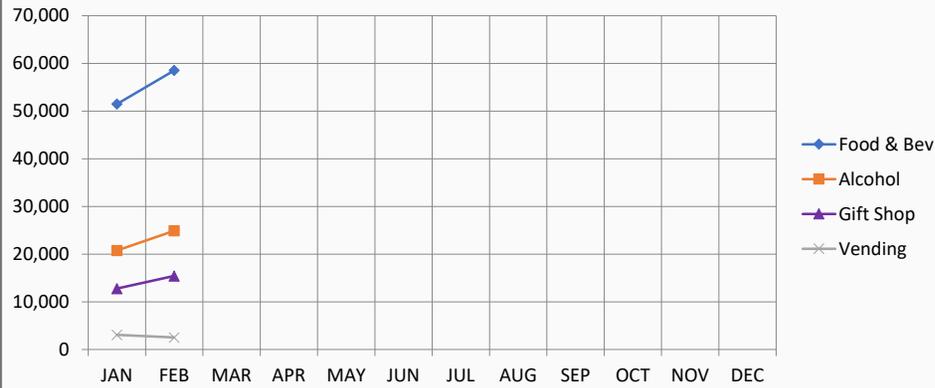
2022 Parking Revenues



2022	Gross Revenue	Transactions	YTD Gross Revenue	YTD Transactions	Revenue per Transaction
JAN	121,929	6,017	121,929	6,017	\$ 20.26
FEB	122,490	5,838	244,419	11,855	\$ 20.98
MAR					
APR					
MAY					
JUN					
JUL					
AUG					
SEP					
OCT					
NOV					
DEC					
TOTAL	244,419	11,855	244,419	11,855	\$ 20.62

2021	Gross Revenue	Transactions	YTD Gross Revenue	YTD Transactions	Revenue per Transaction
JAN	66,348	3,974	66,348	3,974	\$ 16.70
FEB	68,043	4,007	134,391	7,981	\$ 16.98
MAR	98,838	5,620	233,229	13,601	\$ 17.59
APR	125,854	6,731	359,083	20,332	\$ 18.70
MAY	142,565	8,135	501,648	28,467	\$ 17.52
JUN	146,746	9,501	648,394	37,968	\$ 15.45
JUL	162,832	10,415	811,226	48,383	\$ 15.63
AUG	181,250	10,348	992,476	58,731	\$ 17.52
SEP	168,273	9,383	1,160,749	68,114	\$ 17.93
OCT	195,724	9,990	1,356,473	78,104	\$ 19.59
NOV	185,972	8,777	1,542,445	86,881	\$ 21.19
DEC	158,749	8,846	1,701,194	95,727	\$ 17.95
TOTAL	1,701,194	95,727	1,701,194	95,727	\$ 17.77

2022 Terminal Concessions Revenues



2022	Food & Beverage	Alcohol	Gift Shop	Vending	Total	Annual Inc/Dec
JAN	51,472	20,758	12,776	3,070	\$ 88,076	↑ 58.0%
FEB	58,525	24,891	15,427	2,525	\$ 101,369	↑ 21.2%
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
TOTAL	109,998	45,649	28,203	5,595	189,445	

2021	Food & Beverage	Alcohol	Gift Shop	Vending	Total
JAN	33,403	11,949	9,255	1,131	\$ 55,738
FEB	50,088	19,620	12,802	1,135	\$ 83,645
MAR	58,629	19,854	17,992	1,200	\$ 97,674
APR	69,494	25,759	21,809	1,268	\$ 118,330
MAY	77,826	30,877	26,036	1,313	\$ 136,052
JUN	94,602	35,625	30,789	1,871	\$ 162,887
JUL	105,793	37,529	35,716	1,973	\$ 181,010
AUG	102,135	42,046	35,720	2,136	\$ 182,036
SEP	91,416	37,247	35,920	2,474	\$ 167,057
OCT	95,224	41,686	32,860	2,580	\$ 172,350
NOV	71,570	32,007	29,316	2,692	\$ 135,585
DEC	74,633	32,530	24,264	2,929	\$ 134,356
TOTAL	924,812	366,728	312,477	22,700	1,626,717
Market Share	57%	23%	19%	1%	100%

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

As of Date:

02/28/2022

	Month			Budget Variance		Prior Year Variance		
	02/28/2022	02/28/2022	02/28/2021	Budget \$ Var	Budget % Var	PY \$ Var	PY % Var	
	Budget	Actual	PY Actual					
Operating revenue								
Aeronautical revenue								
Passenger airline revenue								
1	Passenger airline landing fees	39,000	38,148	54,414	(852)	(2.18) %	(16,266)	(29.89) %
2	Terminal rent	101,250	96,189	102,854	(5,061)	(5.00) %	(6,665)	(6.48) %
3	Other (boarding bridge)	1,834	2,590	2,292	756	41.22 %	298	13.00 %
	Total Passenger airline revenue	142,084	136,927	159,560	(5,157)	(3.63) %	(22,633)	(14.18) %
Non-passenger airline revenue								
4	Non-passenger landing fees	7,300	8,684	7,335	1,384	18.96 %	1,349	18.39 %
5	Cargo and hangar rentals	4,608	4,616	4,562	8	0.17 %	54	1.18 %
6	Fuel tax	16,917	35,223	12,554	18,306	108.21 %	22,669	180.57 %
7	Fuel Flowage Fees and Sales	31,800	33,748	30,289	1,948	6.13 %	3,459	11.42 %
8	Other (ramp parking, rapid refuel)	583	600	570	17	2.92 %	30	5.26 %
	Total Non-passenger airline revenue	61,208	82,871	55,310	21,663	35.39 %	27,561	49.83 %
	Total Aeronautical revenue	203,292	219,798	214,870	16,506	8.12 %	4,928	2.29 %
Non-aeronautical revenue								
9	Land and building leases	49,300	48,723	49,096	(577)	(1.17) %	(373)	(0.76) %
10	Terminal - restaurant & retail	10,000	14,336	8,251	4,336	43.36 %	6,085	73.75 %
11	Terminal - other	13,526	15,369	15,295	1,843	13.63 %	74	0.48 %
12	Rental cars	85,095	88,411	65,209	3,316	3.90 %	23,202	35.58 %
13	Parking	74,522	107,123	59,039	32,601	43.75 %	48,084	81.44 %
14	Ground Transportation	3,099	4,004	2,962	905	29.20 %	1,042	35.18 %
15	Other (advertising, security fee, vending, etc)	1,968	2,074	3,296	106	5.39 %	(1,222)	(37.08) %
	Total Non-aeronautical revenue	237,510	280,040	203,148	42,530	17.91 %	76,892	37.85 %
	Total Operating revenues	440,802	499,838	418,018	59,036	13.39 %	81,820	19.57 %

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

As of Date:

02/28/2022

	02/28/2022	2/28/2019	Variance to 2019		
	Actual	Actual	\$ Var	% Var	
Operating revenue					
Aeronautical revenue					
Passenger airline revenue					
1	Passenger airline landing fees	38,148	45,798	(7,650)	(16.70) %
2	Terminal rent	96,189	98,487	(2,298)	(2.33) %
3	Other (boarding bridge)	2,590	8,924	(6,334)	(70.98) %
	Total Passenger airline revenue	136,927	153,209	(16,282)	(10.63) %
Non-passenger airline revenue					
4	Non-passenger landing fees	8,684	6,732	1,952	29.00 %
5	Cargo and hangar rentals	4,616	4,372	244	5.58 %
6	Fuel tax	35,223	14,814	20,409	137.77 %
7	Fuel Flowage Fees and Sales	33,748	35,631	(1,883)	(5.28) %
8	Other (ramp parking, rapid refuel)	600	330	270	81.82 %
	Total Non-passenger airline revenue	82,871	61,879	20,992	33.92 %
	Total Aeronautical revenue	219,798	215,088	4,710	2.19 %
Non-aeronautical revenue					
9	Land and building leases	48,723	48,710	13	0.03 %
10	Terminal - restaurant & retail	14,336	13,357	979	7.33 %
11	Terminal - other	15,369	15,041	328	2.18 %
12	Rental cars	88,411	85,464	2,947	3.45 %
13	Parking	107,123	119,988	(12,865)	(10.72) %
14	Ground Transportation	4,004	3,494	510	14.60 %
15	Other (advertising, security fee, vending, etc)	2,074	6,457	(4,383)	(67.88) %
	Total Non-aeronautical revenue	280,040	292,511	(12,471)	(4.26) %
	Total Operating revenues	499,838	507,599	(7,761)	(1.53) %

Variance Explanations - February 2022 Revenue Compared to Budget - Preliminary Financial Statements

	Feb-22	Feb-22	Feb-21	Budget Variance		PY Variance	
	Budget	Actual	Actual				
Capacity	22,136	18,686	23,293	(3,450)	-16%	(4,607)	-20%
Commercial Landed Weight	21,295,364	20,901,817	26,224,441	(393,547)	-2%	(5,322,624)	-20%
Enplanements	14,757	15,049	11,435	292	2%	3,614	32%
Load Factor	67%	81%	49%		14%		31%

Note that expenses have not been presented and compared on a monthly basis, because the timing of incurring expenses are more difficult to estimate and the YTD variances are more meaningful. Variance explanations and account explanations have been provided below for revenue accounts that have a budget to actual variance of more than 5% and where the revenue category makes up at least 5% of the monthly operating revenue forecast for February (\$22,000).

Operating Revenues:

- 2 ***Terminal Rent*** – Terminal rent is a fixed charge to the airlines that covers their individual ticket counters and office space, as well as the shared space that includes: ticket queuing area, baggage claim, and secure hold room. The decrease from prior year is due to the 5% reduction in rates as well as the new service incentive credits applied to the shared space areas based on the number of passengers. The variance to budget in February is due to the incentive credits that were budgeted evenly through the year. February incentives totaled \$4,644.
- 7 ***Fuel flowage fees and fuel sales*** – Fuel flowage fees are collected from non-commercial fueling at the airport and therefore are influenced by GA operations, primarily military and fire fighting operations. There were more GA operations from weather diversions at the mountain areas in February 2022 than 2021, driving the positive variance.
- 13 ***Parking*** - Parking revenue exceeded budget by 43.75% for February 2022 due to per passenger spending of \$7.11, which is equal to the 2019 spending per passenger in February and 36% higher than budget per passenger spending of \$5.21.

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

		Year to Date			Budget Variance		Prior Year Variance	
		02/28/2022	02/28/2022	02/28/2021				
		Budget	Actual	PY Actual	Budget \$ Remaining	Budget % Remaining	PY \$ Var	PY % Var
Operating revenue								
Aeronautical revenue								
Passenger airline revenue								
1	Passenger airline landing fees	\$ 83,000	\$ 75,065	\$ 103,304	\$ (7,935)	(9.56) %	\$ (28,239)	(27.34) %
2	Terminal rent	202,500	189,905	205,811	(12,595)	(6.22) %	(15,906)	(7.73) %
3	Other (boarding bridge)	3,865	5,140	4,591	1,275	32.99 %	549	11.96 %
	<i>Total Passenger airline revenue</i>	289,365	270,110	313,706	(19,255)	(6.65) %	(43,596)	(13.90) %
Non-passenger airline revenue								
4	Non-passenger landing fees	15,700	17,623	15,444	1,923	12.25 %	2,179	14.11 %
5	Cargo and hangar rentals	9,216	9,232	9,123	16	0.17 %	109	1.19 %
6	Fuel tax	33,834	63,270	21,327	29,436	87.00 %	41,943	196.67 %
7	Fuel Flowage Fees and Sales	66,100	71,461	61,093	5,361	8.11 %	10,368	16.97 %
8	Other (ramp parking, rapid refuel)	1,166	1,440	1,350	274	23.50 %	90	6.67 %
	<i>Total Non-passenger airline revenue</i>	126,016	163,026	108,337	37,010	29.37 %	54,689	50.48 %
	<i>Total Aeronautical revenue</i>	415,381	433,136	422,043	17,755	4.27 %	11,093	2.63 %
Non-aeronautical revenue								
9	Land and building leases	98,600	97,550	98,193	(1,050)	(1.06) %	(643)	(0.65) %
10	Terminal - restaurant & retail	20,000	26,652	13,712	6,652	33.26 %	12,940	94.37 %
11	Terminal - other	27,052	30,738	30,588	3,686	13.63 %	150	0.49 %
12	Rental cars	171,290	182,280	122,389	10,990	6.42 %	59,891	48.93 %
13	Parking	150,052	213,365	116,236	63,313	42.19 %	97,129	83.56 %
14	Ground Transportation	6,240	7,331	4,932	1,091	17.48 %	2,399	48.64 %
15	Other (advertising, security fee, etc.)	4,524	4,441	5,573	(83)	(1.83) %	(1,132)	(20.31) %
	<i>Total Non-aeronautical revenue</i>	477,758	562,357	391,623	84,599	17.71 %	170,734	43.60 %
	Total Operating Revenues	\$ 893,139	\$ 995,493	\$ 813,666	\$ 102,354	11.46 %	\$ 181,827	22.35 %

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

		02/28/2022		2/28/2019		Variance to 2019	
		Actual	Actual	\$ Var	% Var		
Operating revenue							
Aeronautical revenue							
Passenger airline revenue							
1	Passenger airline landing fees	\$ 75,065	\$ 89,817	\$ (14,752)	(16.42) %		
2	Terminal rent	189,905	196,974	(7,069)	(3.59) %		
3	Other (boarding bridge)	5,140	25,249	(20,109)	(79.64) %		
	<i>Total Passenger airline revenue</i>	<u>270,110</u>	<u>312,040</u>	<u>(41,930)</u>	<u>(13.44) %</u>		
Non-passenger airline revenue							
4	Non-passenger landing fees	17,623	14,474	3,149	21.76 %		
5	Cargo and hangar rentals	9,232	8,745	487	5.57 %		
6	Fuel tax	63,270	29,070	34,200	117.65 %		
7	Fuel Flowage Fees and Sales	71,461	73,402	(1,941)	(2.64) %		
8	Other (ramp parking, rapid refuel)	1,440	750	690	92.00 %		
	<i>Total Non-passenger airline revenue</i>	<u>163,026</u>	<u>126,441</u>	<u>36,585</u>	<u>28.93 %</u>		
	<i>Total Aeronautical revenue</i>	<u>433,136</u>	<u>438,481</u>	<u>(5,345)</u>	<u>(1.22) %</u>		
Non-aeronautical revenue							
9	Land and building leases	97,550	97,421	129	0.13 %		
10	Terminal - restaurant & retail	26,652	26,486	166	0.63 %		
11	Terminal - other	30,738	30,274	464	1.53 %		
12	Rental cars	182,280	173,429	8,851	5.10 %		
13	Parking	213,365	228,777	(15,412)	(6.74) %		
14	Ground Transportation	7,331	9,256	(1,925)	(20.80) %		
15	Other (advertising, security fee, etc.)	4,441	12,712	(8,271)	(65.06) %		
	<i>Total Non-aeronautical revenue</i>	<u>562,357</u>	<u>578,355</u>	<u>(15,998)</u>	<u>(2.77) %</u>		
	<i>Total Operating Revenues</i>	<u>\$ 995,493</u>	<u>\$ 1,016,836</u>	<u>\$ (21,343)</u>	<u>(2.10) %</u>		

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

	Year to Date			Budget Variance		Prior Year Variance		
	02/28/2022	02/28/2022	02/28/2021					
	Budget	Actual	PY Actual	Budget \$ Variance	Budget % Variance	PY \$ Var	PY % Var	
Operating expenses								
16	Personnel compensation and benefits	\$ 449,212	\$ 415,593	\$ 421,001	(33,619)	(7.48) %	(5,408)	(1.28) %
17	Communications and utilities	56,846	61,807	56,015	4,961	8.73 %	5,792	10.34 %
18	Supplies and materials	82,569	104,263	60,301	21,694	26.27 %	43,962	72.90 %
19	Contract services	92,446	97,156	121,987	4,710	5.09 %	(24,831)	(20.36) %
20	Repairs & maintenance	57,418	50,007	27,318	(7,411)	(12.91) %	22,689	83.06 %
21	Insurance	22,666	22,443	21,409	(223)	(0.98) %	1,034	4.83 %
22	Training, Travel, & Air Service Development	56,566	31,186	10,756	(25,380)	(44.87) %	20,430	189.94 %
23	Other Expense (marketing, professional dues, etc)	28,598	8,902	12,164	(19,696)	(68.87) %	(3,262)	(26.82) %
24	Contingency Expense	-	-	-	-	0.00 %	-	0.00 %
	<i>Total Operating expenses</i>	846,321	791,357	730,951	(54,964)	(6.49) %	60,406	8.26 %
Non-operating revenue (expenses)								
25	Passenger facility charges	120,600	151,271	119,459	30,671	25.43 %	31,812	26.63 %
26	Interest income	6,334	5,444	6,265	(890)	(14.05) %	(821)	(13.10) %
27	Interest expense	(123,332)	(123,075)	(127,975)	257	0.21 %	4,900	3.83 %
28	Customer facility charges	72,390	72,416	60,648	26	0.04 %	11,768	19.40 %
29	Capital contributions	27,157,000	243,667	268,547	(26,913,333)	(99.10) %	(24,880)	(9.26) %
29	Capital expenditures	(30,286,000)	(579,976)	(386,563)	29,706,024	98.09 %	(193,413)	-50.03 %
30	Debt principal payments	-	-	-	-	0.00 %	-	0.00 %
31	Other	-	-	-	-	0.00 %	-	0.00 %
	<i>Total Non-operating revenue (expenses)</i>	(3,053,008)	(230,253)	(59,619)	2,822,755	92.46 %	(170,634)	(286.21) %
	Excess of revenue over (under) expense	\$ (3,006,190)	\$ (26,117)	\$ 23,096	2,980,073	99.13 %	(49,213)	213.08 %

Grand Junction Regional Airport Authority
Statements of Changes in Net Position

Unaudited - subject to change

		<u>02/28/2022</u>		<u>2/28/2019</u>		<u>Variance to 2019</u>	
		Actual	Actual			\$ Var	% Var
Operating expenses							
16	Personnel compensation and benefits	\$ 415,593	\$ 407,745			7,848	1.92 %
17	Communications and utilities	61,807	60,324			1,483	2.46 %
18	Supplies and materials	104,263	77,746			26,517	34.11 %
19	Contract services	97,156	78,062			19,094	24.46 %
20	Repairs & maintenance	50,007	28,601			21,406	74.84 %
21	Insurance	22,443	15,207			7,236	47.58 %
22	Training, Travel, & Air Service Development	31,186	37,755			(6,569)	(17.40) %
23	Other Expense (marketing, professional dues, etc)	8,902	7,578			1,324	17.47 %
24	Contingency Expense	-	-			-	0.00 %
	<i>Total Operating expenses</i>	<u>791,357</u>	<u>713,018</u>			<u>78,339</u>	<u>10.99 %</u>
Non-operating revenue (expenses)							
25	Passenger facility charges	151,271	170,059			(18,788)	(11.05) %
26	Interest income	5,444	43,341			(37,897)	(87.44) %
27	Interest expense	(123,075)	(136,163)			13,088	9.61 %
28	Customer facility charges	72,416	85,463			(13,047)	(15.27) %
29	Capital contributions	243,667	600,757			(357,090)	(59.44) %
29	Capital expenditures	(579,976)	(1,115,095)			535,119	47.99%
30	Debt principal payments	-	-			-	0.00 %
31	Other	-	-			-	0.00 %
	<i>Total Non-operating revenue (expenses)</i>	<u>(230,253)</u>	<u>(351,638)</u>			<u>121,385</u>	<u>34.52 %</u>
	Excess of revenue over (under) expense	<u>\$ (26,117)</u>	<u>\$ 813,666</u>			<u>224,873</u>	<u>(27.64) %</u>

GJRAA - Breakdown of Capital Expenditure Costs Year-to-Date through February 28, 2022

2022 GRANT FUNDED CAPITAL EXPENDITURES INCURRED AND GRANT REVENUE RECOGNIZED

Grant Number	Project/Grant Description	2022 Project Costs Incurred	Grant Revenue Recognized in 2022	2022 GJRAA Local Share
AIP 66	Construct Run-up Pad & Rehab Apron	11,910	11,910	-
AIP 67	Taxiway A and RWY 11-29 Construction	11,074	11,074	-
AIP 68	Runway Design - Earthwork, Prism, and Drainage	37,843	37,843	-
AIP 69	Airport Development Plan	150,552	150,552	-
AIP 72	Taxiway A and RWY 11-29 Construction	22,446	22,446	-
AIP TBD	Runway Design - Grading & Drainage	4,300	-	4,300 *
AIP TBD	Runway Design -Schedule 4-7 Utility Infrastructure	306,377	-	306,377 *
CDOT	RWY 4-22 Rehab Design	34,816	31,334	3,482
Total AIP Projects		\$ 579,317	\$ 265,158	\$ 314,159

* While we do anticipate an AIP grant to be issued and 90% of the project costs to be funded, because the grant has not yet been awarded, no grant revenue has been recognized yet.

2022 NON-AIP CAPITAL EXPENDITURES INCURRED

Project Description	2022 Costs Incurred
Terminal Improvements - Non-Rental Car	659
Total Non-AIP Projects	\$ 659
Total Capital Expenditures YTD \$ 579,976	

Variance Explanations - February 31, 2022 Preliminary Financial Statements

Variance explanations have been provided below for revenue and expense accounts that have a budget variance of more than 5% and where the revenue or expense category makes up at least 5% of the YTD operating budget of \$44,600 for revenue and \$52,300 for all non-capital expenses and non-operating revenues.

	YTD Feb-22 Budget	YTD Feb-22 Actual	YTD Feb-21 Actual	Budget Variance	PY Variance
Seat Capacity	46,644	38,947	47,946	(7,697) -17%	(8,999) -19%
Commercial Landed Weight	44,872,374	42,222,510	50,876,475	(2,649,864) -6%	(8,653,965) -17%
Enplanements	29,713	30,030	21,562	317 1%	8,468 39%
Load Factor	64%	77%	45%	13%	32%

Operating Revenues: Operating revenues were \$102K (11.5%) ahead of budget for February 2022. This positive variance was due to the higher than expected per passenger spending, primarily in parking, which caused non-aeronautical revenues to exceed budget by 17%.

- 1 **Passenger airline landing fees** - YTD through February landing fee revenue was down from prior year by about 23% before taking incentives into consideration. This is due to the 5% decrease in rates and total passenger landed weight was down about 20%.
- 2 **Terminal Rent** – Terminal rent is a fixed charge to the airlines that covers their individual ticket counters and office space, as well as the shared space that includes: ticket queuing area, baggage claim, and secure hold room. The decrease from prior year is due to the 5% reduction in rates as well as the new service incentive credits applied to the shared space areas based on the number of passengers. In January & February this incentive credit totaled \$7,116. During the budgeting process, the incentives were spread evenly throughout the year, but the current incentive contracts will all be realized in the first and second quarter creating a larger budget variance.
- 7 **Fuel flowage fees and fuel sales** – Fuel flowage fees are collected from non-commercial fueling at the airport and therefore are influenced by GA operations, primarily military and fire fighting operations. There were more GA operations from weather diversions at the mountain areas in January & February 2022 than the same period in 2021, driving the positive variance.
- 12 **Rental Cars** - Rental car revenue exceeded budget by more than 6% because per passenger spending on car rentals YTD through February 2022 was higher than budgeted. This does include fuel sales and thus is expected to continue to trend above budgeted revenue.
- 13 **Parking** - Parking revenue exceeded budget by 42%, YTD February 2022 due to per passenger spending of \$7.08, which is in line with the 2019 revenue per passenger and exceeds the budgeted amount.

Operating Expenses: Total Operating Expenses through February 2022 were \$55K below budget primarily due to variances in personnel compensation, travel and training.

- 16 **Personnel Compensation & Benefits** – Compensation and benefits are below budget through February 2022, however, this is primarily due to the timing of completing employee reviews. Historically, employee reviews and wage increases were completed on individual employees' anniversary dates, however, in 2022 all employees have been converted to an annual review and raises will be effective January 1. Reviews were completed in the first quarter and adjustments will be made in April 2022 back to the effective date. At that time, compensation should be in-line with budget.
- 17 **Communications and Utilities** – Communications and Utilities were \$4,900 above budget due to increased natural gas cost. While some increase was expected and accounted for during budget the increase appears to be higher than expected through February. We will continue to monitor this expense.
- 18 **Supplies & Materials** – Supplies & Materials costs were \$21,700 above budget. This is due primarily to an additional unbudgeted glycol disposal and higher than expected fuel purchases in both gallons and price per gallon. We expect the negative fuel variance to continue and increase given the current oil market.
- 19 **Contract Services** – Contract services are \$4,700 above the budget through February. This expense will fluctuate throughout the year, but was budgeted evenly throughout the year. At this time we have no concerns about the budgeted amount and current variance it is due to timing.
- 20 **Repairs & Maintenance** – Repairs and Maintenance activities were \$7,400 below budget through February. The timing of incurring these costs is somewhat unpredictable, therefore we estimated even spending for budget purposes.
- 22 **Training, Travel, & Air Service Development** – Costs for training, travel and air service development are \$25k below the budget through February 2022. Nearly all of the 2022 training is budgeted in January because the timing of trainings and travel is so unpredictable. This variance is expected to decrease throughout the year and be closer to budget as training is scheduled.

Non-Operating Revenues and Expenses:

- 25 **PFC Revenue** – PFC revenues are recorded and remitted in the period that the ticket was purchased from the airline. Because of this disparity the PFCs will not directly line up with enplanement numbers but should trend with current and future enplanements. Currently, passenger traffic is exceeding budgeted expectations, so we are seeing a positive budget variance for PFCs.
- 29 **Capital Contributions & Expenditures** – The timing of capital contributions (grant revenue) and capital expenditures is somewhat unpredictable therefore the budget represents the full annual budget and the variance represents the estimated amount remaining to be spent. See the attached detail of costs incurred by project.