



BOARD PACKET

GRAND JUNCTION REGIONAL AIRPORT AUTHORITY

May 4, 2021

Grand Junction Regional Airport Authority



Date: May 4, 2021

Location:

Join Electronic Zoom Meeting

Link: <https://us02web.zoom.us/j/81008276463>

Meeting ID: 810 0827 6463

Time: 5:15 PM

BOARD WORKSHOP AGENDA

- I. Call to Order
- II. National Anthem
- III. Agenda
 - A. Review proposed Grand Junction Regional Airport Authority Bylaw Changes
- IV. Discussion
- V. Adjournment

**Grand Junction Regional Airport Authority
Amended Bylaws**

Section	Heading	Change	Comment
Multiple		Changed “Directors” to “Commissioners”; changed “Airport Manager” to “Executive Director”	Comport with current practice
1.2	Creation and Legal Status	Added statement that Authority created under Colorado Public Airport Authority Act and constitutes a political subdivision	No mention in the current Bylaws that the Authority derives its powers from the Airport Authority Act
2.1	Purpose and Powers of the Board	Maintained with editorial changes	
2.2	Selection and Qualification of Commissioners	Changed language on qualifications to comport with Act and changed procedures for selection of At-Large Commissioner	Procedures for selecting At-Large Commissioner did not comply with Colorado law and are unnecessarily prescriptive
2.3	Term	Added provision that, in the event of a vacancy, new Commissioner coming in with more than 2 years left in term will only be able to fill one additional term	Under current Bylaws, Commissioner could serve for close to 12 years if a vacancy occurs early in a term
2.5	Compensation	Added provision to comport with the Act	
3.2	Executive Sessions	Added citation to Colorado Open Meetings Law	
3.7	Quorum	Clarified that quorum must be maintained during meeting to transact business and simplified statement about number of	While current Bylaws track the Act, it is possible to simplify approval requirements in light of the

Section	Heading	Change	Comment
		Commissioners required to approve formal action	fact that the Authority has 7 Commissioners
3.8	Method of Attendance and Attendance Requirement	Clarified that attendance requirement (75% over 6 month period) applies only to regular and special meetings	Current Bylaws include workshops as part of attendance requirement, which may be unfair considering no formal action is taken at workshops
3.9	Removal	Maintained with editorial changes	Revision intended to clarify that removal of At-Large Commissioner requires action by City and County
3.10	Minutes and Records	Limited the recorded minutes to formal actions by the Board	Current Bylaws do not define or limit the scope of recorded minutes; change is consistent with the Act
3.11	Procedure	Added detail on how the Board takes formal action and votes are taken	Addition is consistent with the Act but not previously included in the Bylaws
4.1	Officers	Removed references to Deputy Treasurer and Deputy Clerk	Authority has not historically needed formal designation of deputies
4.5	Committees	Added Executive Committee and Finance and Audit Committee as the only Standing Committees	Amendment comports with current practice; Compliance Committee reverts to Ad Hoc Committee
5.1	Employees	Clarified that the Board selects the Executive Director, and the Executive Director hires staff	Current Bylaws are more detailed than necessary
5.2	Relationship Between Board and Staff	Clarified the roles and responsibilities of Board and Executive Director	Removed provision on contracts, which information is contained in the Purchasing and Procurement Policy

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5.3	Delegation	Added explicit reference to Board's power to delegate authority to the Executive Director (now in Resolution 2021-003)	Removed provision on bonding, which information is contained in the Purchasing and Procurement Policy
6.3	Amendment	Changed posting requirement to notice required under the Act	No compelling reason to require different notice for amending Bylaws than any other Board meeting or action
6.4	No Liability for Debts and Indemnification	Changed circumstances under which Authority would not indemnify Commissioner	Current Bylaws provide that Authority will not indemnify where there is no insurance coverage, which unnecessarily limits the scope of indemnification

AMENDED AND RESTATED BYLAWS OF THE GRAND JUNCTION REGIONAL AIRPORT AUTHORITY

Adopted _____, 2021

ARTICLE I: Statement of Authority

1.1. PURPOSE OF AUTHORITY. The purpose of the Grand Junction Regional Airport Authority ("Authority") is to operate, maintain, and develop the Grand Junction Regional Airport and its related facilities and to oversee and manage the business and affairs of the Grand Junction Regional Airport.

1.2. CREATION AND LEGAL STATUS. The Authority was established, organized and incorporated in 1971 by the City of Grand Junction and the County of Mesa acting jointly in accordance with the Public Airport Authority Act, now codified at Title 41, Article 3 of the Colorado Revised Statutes (the "Act"). The Authority is a political subdivision of the State of Colorado.

1.3. PRINCIPAL OFFICE. The principal office of the Authority shall be located within the City of Grand Junction, Mesa County, Colorado.

ARTICLE II: Board of Commissioners

2.1. PURPOSE AND POWERS OF THE BOARD. The Authority's Board of Commissioners (the "Board"), shall govern the Grand Junction Regional Airport. The Board shall have and exercise on behalf of the Authority those duties and powers set forth in the Act and such other duties and powers as are authorized by the laws of the State of Colorado. The Board shall act only at a duly called meeting that is open to the public unless otherwise provided for by the laws of the State of Colorado.

2.2. SELECTION AND QUALIFICATION OF COMMISSIONERS. The Board shall consist of seven (7) Commissioners. The Mesa County Board of Commissioners shall appoint three (3) Commissioners, only one of whom may, but need not be, a County Commissioner. The City Council of Grand Junction shall appoint three (3) Commissioners, only one of whom may, but need not be, a member of the City Council. Each Commissioner shall be a resident and taxpaying elector of Mesa County; each Commissioner appointed by the City Council shall also be a resident and taxpaying elector of the City of Grand Junction. Each of the Commissioners so appointed shall serve at the pleasure of, and be removed with or without cause by, the body appointing her or him.

A seventh At-Large Commissioner shall be selected by the County- and City-appointed Commissioners in accordance with procedures established by the Board. The Board shall then advise the Mesa County Commissioners and the Grand Junction City Council of the person selected as At-Large Commissioner for ratification of the appointment.

2.3. TERM. The term of each Commissioner shall be four (4) years. No Commissioner may serve more than two (2) consecutive four (4) year terms. Each Commissioner shall hold

office until her or his successor has been appointed and qualified. If a vacancy occurs, the Commissioner appointed shall serve the remainder of the term to which he or she is appointed. If the remainder of such term is less than two years, that Commissioner may serve two additional consecutive four-year terms. If the remainder of such term is greater than two years, then that Commissioner may serve one additional term.

2.4. VACANCIES. Vacancies that occur on the Board, through death, resignation, removal of one of the Commissioners, or for any other reason, shall be filled in the same manner as provided for the appointment of the Commissioner being replaced. A change of residence of a Commissioner to a place outside of the City of Grand Junction, if he or she is an appointee of the City of Grand Junction, or outside of Mesa County, if he or she is an appointee of Mesa County, automatically creates a vacancy on the Board as to that Commissioner. A change in residence of the At-Large Commissioner to a place outside of Mesa County will also automatically create a vacancy on the Board as to the At-Large Commissioner position.

2.5. COMPENSATION. No Commissioner shall receive compensation for serving on the Board or as an employee of the Authority.

ARTICLE III: Meetings

3.1. REGULAR MEETINGS. Regular meetings of the Board shall be held within Mesa County, at least monthly, on such dates and times as the Board may determine.

3.2. EXECUTIVE SESSIONS. At any duly convened meeting, the Board may go into executive session in the manner and for the consideration of matters as permitted by the Colorado Open Meetings Law, now codified at Title 24, Article 6, Part 4 of the Colorado Revised Statutes.

3.3. SPECIAL MEETINGS. Special meetings may be called by any officer or member of the Board by informing the other members of the date, time, and place of such meeting and the purpose for which it is called, and by posting notice of the meeting in the method provided for in the Act.

3.4. EMERGENCY MEETINGS. An emergency meeting may be called by the Chairman or Vice Chairman, upon giving as much notice as is practical under the circumstances, to address unforeseen circumstances or an emergency that calls for immediate action. Any action taken at an emergency meeting must be ratified at the next meeting of the Board at which full and timely public notice is provided.

3.5. WORKSHOPS. The Board may hold workshops, as necessary, to allow it to discuss issues without taking any formal action. Workshops may be held without a quorum of the Board, but full and timely public notice is required for all workshops to be held and conducted.

3.6. NOTICE OF MEETING. Notice of the time and place of all regular and special meetings, as well as workshops, shall be posted as required by the Act.

3.7. QUORUM. Five (5) Commissioners of the Board shall constitute a quorum necessary to open a regular, special or emergency meeting and to take formal action on any and

all matters. If a Commissioner is disqualified from voting on any action of the Board, his or her attendance will be included for purposes of determining a quorum even though that Commissioner does not participate in discussions or vote on the matter. Formal action by the Board shall be approved and adopted upon the affirmative vote of four (4) or more Commissioners.

3.8. METHOD OF ATTENDANCE AND ATTENDANCE REQUIREMENT.

Commissioners may attend a meeting or workshop in person or by any electronic or telephonic means which permits all of those who are physically in attendance to hear such Commissioner, and such Commissioner to hear persons physically in attendance. Commissioners must attend at least seventy-five (75) percent of all regular and special meetings of the Board, either in person or by electronic or telephonic means, within an ongoing six (6) month period. If a Commissioner fails to meet said attendance requirement, he or she may be subject to removal from the Board as provided in these Bylaws.

3.9. REMOVAL. By a unanimous vote of the remaining Commissioners, the Board may adopt a resolution requesting either the Mesa County Commissioners or the City Council of Grand Junction (or both the County and City in the case of an At-Large Commissioner) to remove a Commissioner appointed or approved by them.

3.10. MINUTES AND RECORDS. Board meetings will be recorded by audio or video means and such recordings will be kept in the permanent records of the Authority as the official minutes. Written minutes of the Board meetings shall be limited to actions and resolutions of the Board including motions, seconds, and votes on such actions. The record of executive sessions shall be maintained as provided in the Colorado Open Meetings Law.

3.11. PROCEDURE. The Board shall take official action by resolution, order, or motion. On all resolutions the rolls shall be called, and the ayes and nays recorded. Any other matter requiring a vote of the Board may be adopted by viva voce vote, but on demand of any Commissioner, the roll shall be called.

ARTICLE IV: Officers and Committees

4.1. OFFICERS. The officers of the Authority shall be the Chairman, Vice Chairman, Clerk and Treasurer. The same person may not hold two (2) offices.

4.1.1. CHAIRMAN. The Chairman shall preside over all meetings of the Board and shall exercise such authority as is duly conferred upon him or her, from time to time, by the Board. He or she shall sign, either by manual or facsimile signature, together with the Clerk, any leases, deeds, mortgages, bonds, contracts or other instruments which the Board has authorized to be executed, provided however, that the Board may delegate the Chairman's authority over certain routine matters to the Executive Director, to the extent not prohibited by law.

4.1.2. VICE CHAIRMAN. In the absence of the Chairman or in the event of his or her inability to act, the Vice Chairman shall perform the duties of the Chairman, and when so acting, shall have all of the powers of the Chairman.

4.1.3. TREASURER. The Treasurer shall perform all duties incidental to the office and all duties as may be assigned by the Board.

4.1.4. CLERK. The Clerk shall keep the minutes of the meetings of the Board; maintain a book of resolutions and inform the Board of any resolutions that are set to expire; be custodian of the corporate records and the Seal of the Authority; affix the Seal of the Authority to documents where the Seal is required; and perform all other duties incident to the office.

4.2. ELECTION OR APPOINTMENT AND TERM. The Chairman and Vice Chairman shall be elected from the members of the Board at the first regular meeting in January of each calendar year, and they shall hold office until their successors have been duly elected. The Board shall appoint a Clerk and Treasurer. The Clerk and Treasurer need not be members of the Board, and such positions shall continue in office at the pleasure of the Board.

4.3. REMOVAL. Any officer may be removed by an affirmative vote of a majority of Commissioners.

4.4. VACANCY. A vacancy in any office may be filled by the Board for the unexpired portion of the term.

4.5. COMMITTEES OF THE BOARD. There shall be the following Standing Committees: (i) the Executive Committee, consisting of the Chairman and Vice Chairman; and (ii) the Finance and Audit Committee, consisting of such Commissioners and other persons as shall be determined by the Chairman. The Board shall adopt a charter for each Standing Committee. The Chairman may also create and appoint any other Ad Hoc Committees from time to time to address specific concerns of the Authority. Committees may be composed of Commissioners and/or non-Commissioners as the Board deems advisable. All committees shall report directly to the Board.

The Chairman shall appoint a Committee Chair for each committee. Meetings of any committee are to be called by the Committee Chair.

ARTICLE V: Staffing

5.1. EMPLOYEES. The Board shall select and appoint the Executive Director, who shall serve at its pleasure. Other individuals selected by the Executive Director may be employed by the Authority, and those individuals will serve at the pleasure of the Executive Director, except where the Board approves a contract of employment.

5.2. RELATIONSHIP BETWEEN BOARD AND STAFF. The Board, acting for the Authority, has the responsibility to determine and establish the Authority's policies in the fulfillment of its statutory responsibilities. The Executive Director shall have the responsibility for the management and operation of the Grand Junction Regional Airport in accordance with such policy.

5.3. DELEGATION. The Board may reserve for itself or delegate to the Executive Director such powers and duties as may be permitted by the Act and determined to be in the best

interests of the Authority.

ARTICLE VI: Miscellaneous

6.1. SEAL. The corporate seal of the Authority shall be in the form of a circle containing on the perimeter thereof GRAND JUNCTION REGIONAL AIRPORT AUTHORITY, within the center COLORADO 1971, a facsimile of the runway configuration and a beacon marker with GRAND JUNCTION and MESA COUNTY inscribed therein.

6.2. FISCAL YEAR. The fiscal year of the Authority shall begin on the 1st day of January of each year and end on the 31st day of December of that year.

6.3. AMENDMENT. These Bylaws may be altered, amended or repealed by Resolution adopted at each of two special or regular meetings of the Board held not less than 27 days nor more than 45 days apart. Notice of the proposed amendment(s) shall be posted as required by the Act.

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Compare Results

Old File:

By-Laws Current.pdf

6 pages (110 KB)
4/26/21, 10:35:40 AM

versus

New File:

Acr608255364544759829357.tmp

5 pages (121 KB)
4/29/21, 3:45:35 PM

Total Changes

209

Content

69 Replacements
11 Insertions
21 Deletions

Styling and Annotations

108 Styling
0 Annotations

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