GRAND JUNCTION REGIONAL AIRPORT



Grand Junction Regional Airport Authority



Date: September 21, 2021

Location:

GRAND JUNCTION REGIONAL AIRPORT
2828 WALKER FIELD DRIVE
GRAND JUNCTION, CO 81506
AIRPORT TERMINAL - 3rd FLOOR CONFERENCE ROOM
Masks Required for all in-person attendees

or

Electronic Meeting

Link: https://us02web.zoom.us/j/89835604267

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.	August 17, 2021 Meeting Minutes	1
	- Approve the August 17, 2021 Board Meeting Minutes.	
В.	September 2, 2021 Meeting Minutes	2
	- Approve the September 2, 2021 Special Board Meeting Minutes.	

	C.	Grant Application – Airport Rescue Grant Concession Relief	_ 3
		 Authorize the Executive Director to sign the Airport Rescue Grant application \$214,188 to provide relief from rent and minimum annual guarantees to elig in-terminal concessions. 	
VII.	Disc	ussion	
	A.	Proposed Rates and Charges Amendments	_ 4
	В.	Air Service Incentive Program Revisions	
	C.	Delegation of Authority as it relates to budgeting, purchasing, and procurement _	_ 6
VIII.	Staf	f Reports	
	A.	Executive Director Report (Angela Padalecki)	
	В.	Finance and Activity Report (Sarah Menge)	_ 7
	C.	Operations Report (Dylan Heberlein)	
	D.	Facilities Report (Ben Peck)	
	E.	Project Report (Colin Bible)	
IX.	Any	other business which may come before the Board	
Х.	Adje	ournment	



Grand Junction Regional Airport Authority Board Regular Board Meeting

Meeting Minutes August 17, 2021

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 August 17, 2021 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3rd floor conference room as well as electronically.

Commissioners Present:

Tom Benton (Chairman)

Erling Brabaek

Rick Taggart

Linde Marshall

Thaddeus Shrader

Airport Staff:

Angela Padalecki (Executive Director)

Dan Reimer (Counsel)

Sarah Menge

Cameron Reece (Clerk)

Ben Peck

Dylan Heberlein

Shelagh Flesch

Guests:

Fred Suevel, CAF

Jeremey Lee, Mead and Hunt

Colin Bible, Garver

Brad Rolf, Mead and Hunt

Sam Klomhaus, Daily Sentinel

II. National Anthem

III. Approval of Agenda

Commissioner Marshall made a motion to approve the August 17, 2021 Board Agenda. Commissioner Shrader seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; and Commissioner Marshall, yes; motion carries.

IV. Commissioner Comments

Commissioner Benton made a comment, thanking commissioners for their attendance.

V. Citizen Comments

No Citizen Comments were made

VI. Consent Agenda

A. July 20, 2021 Meeting Minutes

Approval of July 20, 2021 Board Meeting Minutes

B. August 3, 2021 Meeting Minutes

Approval of August 3, 2021 Special Board Meeting Minutes

C. Quote for Painting Exterior Terminal Beams and Pillars

Authorize the Executive Director to accept the quote from SunShine Painting in the amount of \$12,420 to prepare and paint the exterior beams and pillars along the front entrance of the airport.

D. American Association of Airport Executives Training Course

Authorize the Executive Director to accept the proposal from the American Association of Airport Executives (AAAE) to provide an on-site training and review course for the AAAE Certified Member Program up to a maximum cost of \$24,000.

E. Intergovernmental Agreement with the Colorado Department of Transportation – Bustang Service at the Grand Junction Regional Airport

Authorize the Chairman to accept an FAA AIP grant for the Runway Grading and Drainage Construction project, consistent with the Draft AIP Grant Agreement and grant application and authorize the Executive Director to sign the corresponding co-sponsorship agreements with the City of Grand Junction and Mesa County.

Commissioner Taggart made a motion to approve the Consent Agenda. Commissioner Brabaek seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; and Commissioner Marshall, yes; motion carries.

VII. Action Items

A. Grant Preauthorize acceptance of an AIP Grant Agreement for Runway 11/29 Grading and Drainage Construction

Commissioner Marshall made a motion to Authorize the Chairman to accept an FAA AIP grant for the Runway Grading and Drainage Construction project, consistent with the Draft AIP Grant Agreement and grant application and authorize the Executive Director to sign the corresponding co-sponsorship agreements with the City of Grand Junction and Mesa County. Commissioner Taggart seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; and Commissioner Marshall, yes; motion carries.

VIII. Staff Reports

- A. Executive Director Report (Angela Padalecki)
- B. Finance and Activity Report (Sarah Menge)
- C. Operations Report (Dylan Heberlein)
- D. Facilities Report (Ben Peck)
- E. Project Report (Colin Bible)

IX. Any other business which may come before the Board

X. Adjournment

The meeting adjourned at approximately 6:08pm.

Audio recording of the complete meeting can be found at https://gjairport.com/Board Meetings

Tom Benton, Board Chairman		
ATTEST:		
		_
Cameron Reece, Clerk to the Board		



Grand Junction Regional Airport Authority Board Special Board Meeting

Meeting Minutes September 2, 2021

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 11:05 AM on September 2, 2021 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted electronically.

Commissioners Present:

Tom Benton (Chairman)
Clay Tufly (Vice Chairman)
Linde Marshall
Thaddeus Shrader
Ron Velarde

Airport Staff:

Angela Padalecki (Executive Director)
Dan Reimer (Counsel)
Cameron Reece (Clerk)
Dylan Heberlein
Sarah Menge

Guests:

Brad Rolf, Mead and Hunt
Jeremy Lee, Mead and Hunt
Colin Bible, Garver
Trent Prall, City of Grand Junction
Carrie Gudorf, Mesa County
Angie Fowler, SGM
Chance Sticklen, KREX
Cody Davis, Mesa County

II. National Anthem

III. Approval of Agenda

Commissioner Marshall made a motion to approve the September 2, 2021 Board Agenda. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes; Commissioner Shrader, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.

IV. Commissioner Comments

No Commissioner comments were made.

V. Citizen Comments

No citizen comments were made.

VI. Action Items

A. Appeal the Proposed Total Maximum Daily Load Water Quality Standards Proposed by the Colorado Department of Public Health and Environment

Commissioner Marshall made a motion to appeal the Proposed Total Maximum Daily Load Water Quality Standards Proposed by the Colorado Department of Health and Environment. Commissioner Velarde seconded the motion.

Prior to the roll call vote, a couple of clarifications were made:

- The GJRAA Board will join the appeal now and not wait to be named as a party later in the appeal process.
- The Board motion also authorizes Dan Reimer as the GJRAA legal counsel to sign any necessary documents related to the appeal.
- Commissioner Taggart was nominated to represent the GJRAA Board in reviewing and signing the appeal and should he be unable to participate, Commissioner Velarde will be the representative for the GJRAA Board.

Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes; Commissioner Shrader, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.

VII. Any other business which may come before the Board

VIII. Adjournment

The meeting adjourned at approximately 12:19pm

Audio recording of the complete meeting can be found at

https://giairport.com/Board Meetings

Tom Benton, Board Chairman		
ATTEST:		
Cameron Reece, Clerk to the Board		

Grand Junction Regional Airport Authority Agenda Item Summary

TOPIC: Grant Application – Airport Rescue Grant Concession Relie			ion Relief
PURPOSE:	Information	Guidance 🗆	Decision ⊠
RECOMMENDATION:		ive Director to sign the Airpo ide relief from rent and minir oncessions.	
SUMMARY:	Act of 2021 for airpo guarantees, proporti concessions. This reli	concession relief funds under rt sponsors to relieve rent an onally, to eligible small and la ef is in addition to the \$53,54 Airport Coronavirus Response July.	d minimum annual arge in-terminal 47 of concession relief funds
	concessionaires that decline in passenger	program is to enable airports have suffered decreases to retraffic from the COVID-19 partely to eligible concessionaince.	evenue as a result of the ndemic. The relief will be
	the Executive Director concession relief plan	ninistered in accordance with or and Finance Director in Res n will be submitted to the Exe before any relief is applied to	solution 2021-006 and the ecutive Committee for
REVIEWED BY:	Executive Director ar	nd Legal Counsel	
FISCAL IMPACT:	funds received will be and charges collected	e financial statements of the a e used to offset the reduction d from on-airport concession to be retained as an administ	n in the amount of rents aires. This grant does not
	Federal Grant - \$214	188	
ATTACHMENTS:	 Matrix Summ FAA Grant Ap 	ary of Relief Grants plication	
STAFF CONTACT:	Sarah Menge smenge@gjairport.co Office: 970-248-8581		

COVID RELIEF AIRPORT GRANT PROGRAMS

	CARES Act (4/20)	CRRSAA (12/20)	ARPA (3/21)
Title	Coronavirus Aid, Relief, and Economic Security Act	Coronavirus Response and Relief Supplemental Appropriations Act	American Rescue Plan Act
Citation	H.R. 748, Div. B, Title XII	H.R. 133, Div. M, Title IV	H.R. 1319, Sec. 7102
Total Amount	\$10B	\$2B	\$8B
Grant Program	CARES Act Grants	Airport Coronavirus Response Grant Program	Airport Rescue Grants
Eligibility	All sponsors of airports in the NPIAS	All sponsors, except sponsors receiving more than 4X operating expenses under CARES Act	All sponsors, except sponsors receiving more than 4X operating funds in COVID relief in FY20
Source of Funding	General Fund	General Fund	General Fund
Funding Formula (Commercial Service)	Enplanements, Debt, Debt Service Coverage	Entitlement formula, enplanements, unallocated CARES Act	Entitlement formula, enplanements
Operating Costs	Yes	Yes	Yes
Debt Service	Yes	Yes	Yes
Capital Construction	Yes, with Development Addendum	Yes, if associated with combatting the spread of pathogens at the airport, with Development Addendum	Yes, if associated with combatting the spread of pathogens at the airport, with a Development Addendum
Concession Relief	No	Yes, for on-airport car rental, on-airport parking and in-terminal concessions	Yes, for in-terminal concessions only
Includes Supplemental AIP	Yes	No	Yes
Employee Retention Requirement	Yes	Yes	Yes
Application Deadline	Open	June 30, 2021	TBD
Period of Performance	4 years from date of acceptance	4 years	4 years
FAQs	https://www.faa.gov/airports/cares_act/m edia/cares-act-airport-grants-faqs.pdf	https://www.faa.gov/airports/crrsaa/med ia/ACRGP-FAQs-20210409.pdf	https://www.faa.gov/airports/airport_rescu e_grants/media/20210610_ARP_FAQs.pdf
GJT Allocation	Grant - \$5,679,740 Supplemental AIP - \$1,347,478 Concession Relief - \$0	Grant - \$2,165,017 Supplemental AIP - \$0 Concession Relief - \$53,547	Grant - \$3,312,328 Supplemental AIP (as of 9/15/21) - \$807,497 Concession Relief - \$214,188

OMB Number: 4040-0004 Expiration Date: 12/31/2022

Application for Federal Assistance SF-424					
*1. Type of Submission:		ion * If Revision, select appropriate letter(s):			
☐ Preapplication	⊠ New				
	☐ Continuation	*Other (Specify)			
☐ Changed/Corrected Applicat	ion Revision				
*3. Date Received:	Applicant Identifier: GJT (Grand Junction R	egional) Grand Junction, CO			
*5b. Federal Entity Identifier: 08-0027		*5b. Federal Award Identifier:			
State Use Only:					
6. Date Received by State:	7. State Ap	pplication Identifier:			
8. APPLICANT INFORMATION	:				
*a. Legal Name: City Gr.Junc./0	Co.Mesa/Walker Fld.Pub.Air	portAuth.			
*b. Employer/Taxpayer Identifica	ation Number (EIN/TIN):	*c. Organizational DUNS: 15-613-5394			
d. Address:					
*Street 1: <u>2828</u>	Walker Field Drive				
Street 2:					
*City: GRAI	ND JUNCTION	<u> </u>			
County/Parish:					
*State: <u>CO</u>					
Province:					
*Country: <u>USA:</u>	United States				
*Zip / Postal Code <u>8150</u>	6				
e. Organizational Unit:					
Department Name:		Division Name:			
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: Ms. *First Name: Angela					
Middle Name:	Middle Name:				
*Last Name: Padalecki Padalecki					
Suffix:					
Title: Executive Dire	ctor				
Organizational Affiliation:					
*Telephone Number: 970-248-	*Telephone Number: 970-248-8588 Fax Number:				
*Email: apadalecki@gjairport.com					

OMB Number: 4040-0004 Expiration Date: 12/31/2022

Application for Federal Assistance SF-424
*9. Type of Applicant 1: Select Applicant Type: X. Airport Sponsor
Type of Applicant 2: Select Applicant Type:
Type of Applicant 3: Select Applicant Type:
*Other (Specify)
*10. Name of Federal Agency: Federal Aviation Administration
11. Catalog of Federal Domestic Assistance Number:
20.106
CFDA Title:
Airport Improvement Program
*12. Funding Opportunity Number:
<u>NA</u>
*Title:
NA
13. Competition Identification Number:
<u>NA</u>
Title:
<u>NA</u>
14. Areas Affected by Project (Cities, Counties, States, etc.):
*15. Descriptive Title of Applicant's Project:
\$171,350 to provide relief from rent and minimum annual guarantees to eligible small airport concessions located at primary airports.
\$42,838 to provide relief from rent and minimum annual guarantees to eligible large airport concessions located at primary airports.
Attach supporting documents as specified in agency instructions.

OMB Number: 4040-0004 Expiration Date: 12/31/2022

Application for Fe	ederal Assistance SF-424			
16. Congressional l	Districts Of:			
*a. Applicant: 3	*b. Program/Project: 3			
Attach an additional	list of Program/Project Congressional Districts if nee	ded.		
17. Proposed Proje	ect:			
*a. Start Date: NA		*b. End Date: NA		
18. Estimated Fund	ling (\$):			
*a. Federal	\$214,188			
*b. Applicant	<u> </u>			
*c. State	<u> </u>			
*d. Local *e. Other	<u> </u>			
*f. Program Income	<u> </u>			
*g. TOTAL	\$214,188			
 □ a. This application □ b. Program is subset in the control of the control of	Subject to Review By State Under Executive Ordon was made available to the State under the Executive Diject to E.O. 12372 but has not been selected by the ot covered by E. O. 12372 Int Delinquent On Any Federal Debt? (If "Yes", property No	tive Order 12372 Proce State for review.		
If "Yes", provide ex	xplanation and attach			
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.				
Authorized Representative:				
Prefix: Middle Name: *Last Name: Suffix:	*First Name:			
*Title:				
*Telephone Number: Fax Number:				
* Email:				
*Signature of Author	ized Representative:		*Date Signed:	

Grand Junction Regional Airport Authority

Agenda Item Summary:

TOPIC:	Proposed Rates and Charges Amendments			
PURPOSE:	Information \square	Guidance ⊠	Decision □	
RECOMMENDATION:	N/A – Discussion Only			
DISCUSSION:	During the budget preparation process, airport staff reviewed the current Rates and Charges Resolution and are proposing amendments focusing on the airline landing fees and terminal rent rates. Specifically, we propose a 5% reduction for airline rates and charges and holding all other published rates and charges flat. These rates are consistent with ongoing air service development efforts and will allow GJRAA to meet 2022 budgeted financial objectives.			
REVIEWED BY:	Executive Director			
FISCAL IMPACT:	Based on activity assumptions and proposed rates for 2022, budgeted passenger airline revenue is projected to be comparable to 2019 budgeted airline revenues.			
ATTACHMENTS:	None			
STAFF CONTACT:	Sarah Menge 970-248-8581 smenge@gjairport.com			

Grand Junction Regional Airport Authority Agenda Item Summary

TOPIC:	Air Service Incentive Program Revisions		
PURPOSE:	Information	Guidance ⊠	Decision \square
RECOMMENDATION:	Discuss proposed rev	visions to the Air Service Incen	tive Program.
SUMMARY: The proposed updates in the attached Air Service Incentive Progradocument are to 1) update to our target markets based on existing current demand levels and 2) modify the definition of a new entraffrom a static point in time (2020) to a rolling period (past 18-mon			pased on existing service and n of a new entrant carrier
	program was most re related to pandemic saw record passenge the budget process a	ided to be dynamic and revisite cently modified in July 2021 to recovery goals that were no low review. The Incentive Programmed the target market and new in the identified at this time.	o make specific changes onger needed as the airport n was reviewed as part of
		ice development consultants a	
REVIEWED BY:	Executive Director ar	nd Air Service Consultant (Harr	rison Earl)
FISCAL IMPACT:	To Be Determined –	depending on eligible airline s	ervice
ATTACHMENTS: Airline Incentive Program red-line			
STAFF CONTACT:	Angela Padalecki apadalecki@gjairpor Office: 970-248-8588		



Grand Junction Regional Airport Air Service Incentive Program

Background

The Grand Junction Regional Airport Authority has developed the following air service incentive program to increase access and affordability of commercial air service at GJT in accordance with applicable Federal Aviation Administration (FAA) rules and guidance.

Goal of the Program

The goal of the Grand Junction Regional Airport Air Service Incentive Program is to increase access to affordable air service at GJT through new passenger service to unserved destinations with an emphasis on in-demand, target markets.

Definition of Key Terms

- 1. Unserved Destination Airport destination without nonstop service in the past six months
- 2. New Service Nonstop service connecting GJT with an unserved destination
- 3. Additional Service Nonstop service from an air carrier to a destination not currently served by that air carrier from GJT
- 4. Seasonal Service Airport destination with scheduled nonstop service for between 12 consecutive weeks and 50 consecutive weeks in a 12-month period

Targeted Airport Destinations

Through rigorous analysis and conversations with community stakeholders, GJT has identified the following target markets and airport destinations for new air service:

Table 1: GJT Target Airport Destinations

Table 1. Of Talget All port Destinations			
Target Market	Target Airport Destinations		
New York Area	LGA, JFK, EWR, and SWF		
Washington D.C.	DCA, BWI, and IAD		
Chicago	ORD and MDW		
Los Angeles	LAX, ONT, LGB, <u>and</u> BUR , and SNA		
San Francisco	SFO, OAK, and SJC		
Seattle	SEA and PAE		
Houston	IAH and HOU		
Atlanta	ATL		
Minneapolis-St. Paul	MSP		
Charlotte	CLT		
Detroit	DTW		
Dallas	DAL		
Portland	PDX		
Philadelphia	PHL		
San Diego	SAN		
Austin	AUS		

Incentive Categories

New Service to a Targeted Unserved Destination



Eligibility: Any passenger air carrier establishing new service to a Targeted Destination as outlined in Table 1. The Targeted Destination must be an Unserved Destination from GJT at the time service is initiated.

- 1. **Year-round, daily service to a Targeted, Unserved Destination:** An air carrier is eligible for a 100% landing fee waiver for 24 months, 100% waiver of common use space rent for the first 12 months and a 50% waiver in Year 2; \$50,000 in marketing support for new service to be used during the first 24 months of service.
- 2. **Year-round, less than daily service to a Targeted, Unserved Destination:** An air carrier is eligible for a 100% landing fee waiver for 24 months, 100% waiver of common use space rent for the first 12 months and a 50% waiver in Year 2; \$25,000 in marketing support for new service to be used during the first 24 months of service.
- 3. Seasonal service to a Targeted, Unserved Destination: An air carrier is eligible for a 100% landing fee waiver for 24 months, 100% waiver of common use space rent for the first 12 months and a 50% waiver in Year 2; \$25,000 in marketing support for new service scheduled to operate at least twice a week to be used during the first 24 months of service.

New Service to an Unserved, Non-Target Destination

Eligibility: Any passenger air carrier establishing service to a new destination not included in Table 1.

1. **New service to an Unserved, non-targeted Destination:** An air carrier is eligible for a 100% landing fee waiver for 12 months.

Expanded Service to an Existing Destination

Eligibility: Any passenger air carrier establishing service to a destination currently served or suspended within the past 6 months.

 Additional Service to an existing destination: A air carrier is eligible for a 100% landing fee waiver for 12 months.

New Entrant Incentive

Eligibility: Any passenger air carrier that did not serve GJT during 2020the last 18 months. The new entrant incentive is able to be combined with any of the new service categories listed above.

1. **New entrant carrier:** A new entrant air carrier is eligible for a 100% waiver of preferential use space rent for the first 12 months and a 50% waiver in Year 2.



Terms and Conditions

- 1. This incentive program is effective immediately and may be amended by the Grand Junction Airport Authority at any time.
- 2. This incentive program will be administered in compliance with federal law, the Airport Improvement Program Grant Assurances, and FAA policy, including the *Policy and Procedures Concerning the Use of Airport Revenue* (1999) and the *Air Carrier Incentive Program Guidebook* (2010).
- 3. Participation in this program requires an incentive agreement between the Grand Junction Airport Authority and an air carrier. The Airport Authority reserves the right, based on budget availability, to limit an incentive on a specific route to the first air carrier to sign an incentive agreement.
- 4. To qualify for incentives, a seasonal route must be operated for a minimum of 12 consecutive weeks.
- 5. An air carrier may only qualify for an incentive for a particular route one time. Seasonal service may not receive an incentive each time it returns for a new season.
- 6. To qualify for incentives, a carrier must be current on payment of rates and charges.
- 7. Air carriers must operate service throughout duration of the promotional period at the level specified.
- 8. Air carriers must use the passenger terminal in order to qualify for incentives.
- 9. Air carriers may choose to forgo some or all fee waivers and rent abatements for an increased marketing incentive of equal value based upon service schedule and aircraft gauge committed at the time of entering into an incentive agreement with GJT. If the airline changes its frequency or gauge over the incentive period, the amount of the marketing incentive will be increased or reduced accordingly.
- 10. Incentives may not be transferred from one carrier to another. Incentives cannot be transferred between routes.
- 11. Additional incentives including marketing support and minimum revenue guarantees (MRG) may be available through Grand Junction Regional Air Service Alliance.

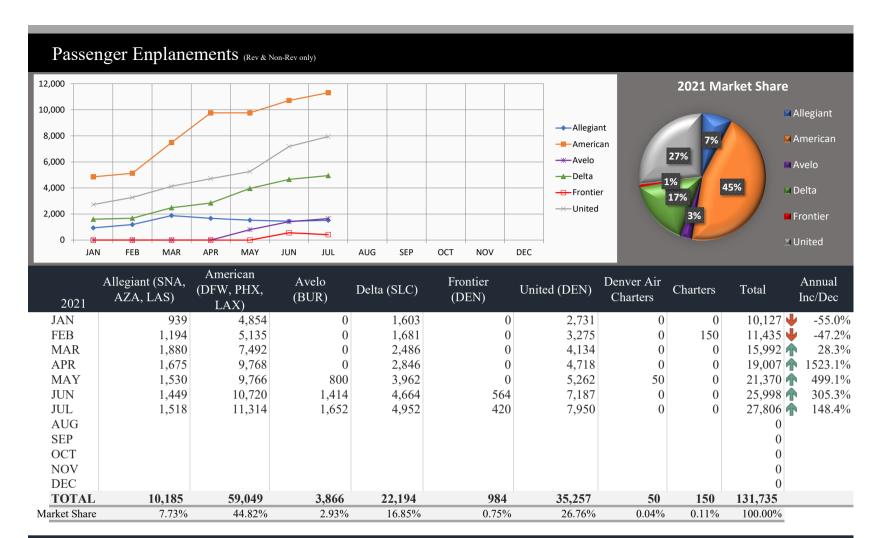
Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Delegation of Authority as it procurement	relates to budgeting, purchasir	g, and
PURPOSE:	Information \square	Guidance ⊠	Decision \square
RECOMMENDATION:	N/A – Discussion Only		
SUMMARY:	authorities that currently exprocurement policy, and the review, staff recommend may order to improve efficiency. Specifically, staff recomment routine professional service amount. This will improve eras an extension of staff. This for Airport Authority staff ar	ds expanding delegated authority work, provided it is within the afficiency in managing those control delegation already exists for pend for a number of other recurring and services, utilities, and fuel parts of the services, utilities, and fuel parts in the services and services and fuel parts are services.	chasing and ion. As part of this egated authority in ty to approve annual budgeted tractors who serve ersonnel expenses ng budgeted
REVIEWED BY:	Executive Director		
FISCAL IMPACT:	N/A		
ATTACHMENTS:	None		
STAFF CONTACT:	Sarah Menge, Director of Fir smenge@gjairport.com Office: 970-248-8581	nance	

GRAND JUNCTION REGIONAL AIRPORT

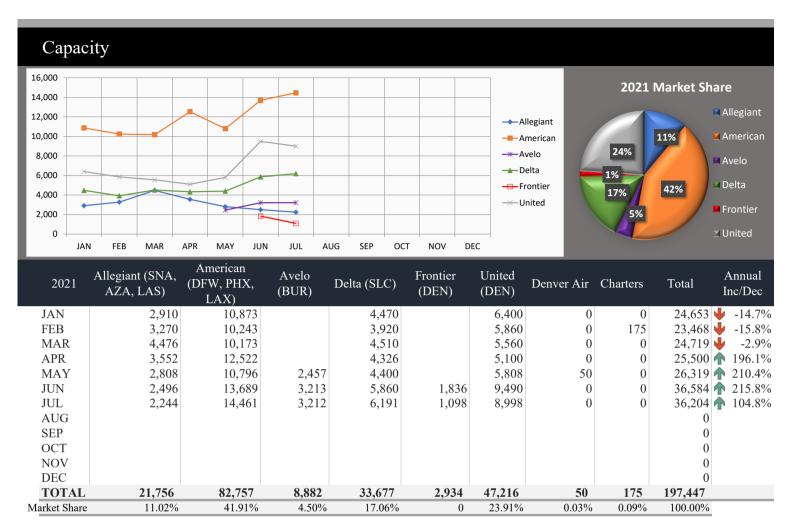
July 2021 DATA & STATISTICS



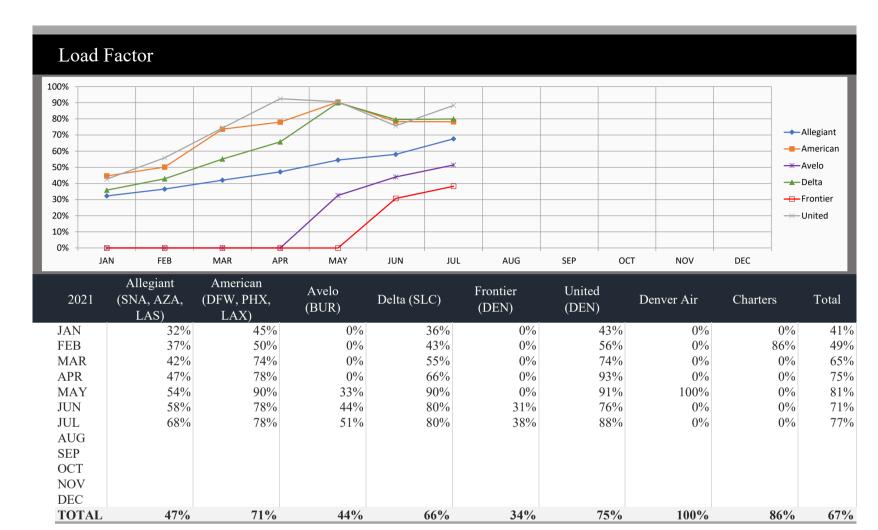
2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air (APA)	Charters	Total
JAN	2,187	10,698	0	3,354	0	5,493	678	82	22,492
FEB	1,913	9,880	0	3,080	0	5,927	689	159	21,648
MAR	1,167	5,577	0	1,874	0	3,510	336	0	12,464
APR	0	721	0	158	0	292	0	0	1,171
MAY	476	2,275	0	296	0	520	0	0	3,567
JUN	1,699	3,318	0	751	0	646	0	0	6,414
JUL	1,856	5,006	0	1,778	0	2,556	0	0	11,196
AUG	1,156	5,509	0	2,491	0	3,139	0	0	12,295
SEP	699	7,078	0	2,720	0	2,749	0	0	13,246
OCT	700	7,746	0	2,939	0	5,196	0	0	16,581
NOV	988	5,560	0	2,322	0	3,722	0	47	12,639
DEC	1,160	5,602	0	1,932	0	3,434	0	0	12,128
TOTAL	14,001	68,970	-	23,695	-	37,184	1,703	288	145,841
Market Share	9.60%	47.29%	0.00%	16.25%	0.00%	25.50%	1.17%	0.20%	100.00%



2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air (APA)	Charters	Total
JAN	2,031	10,110	0	3,752	0	7,638	637	0	24,168
FEB	1,906	9,706	0	3,563	0	7,173	651	167	23,166
MAR	1,252	5,993	0	1,918	0	4,126	308	0	13,597
APR	0	590	0	214	0	384	0	0	1,188
MAY	421	2,327	0	323	0	407	0	0	3,478
JUN	1,759	3,399	0	762	0	589	0	0	6,509
JUL	1,752	4,814	0	1,791	0	2,557	0	0	10,914
AUG	1,144	5,286	0	2,214	0	3,091	0	0	11,735
SEP	666	7,331	0	2,527	0	2,673	0	0	13,197
OCT	611	7,269	0	2,765	0	4,974	0	0	15,619
NOV	979	5,253	0	2,283	0	3,539	0	47	12,101
DEC	1,073	6,057	0	1,903	0	3,714	0	0	12,747
TOTAL	13,594	68,135	-	24,015	-	40,865	1,596	214	148,419
Market Share	9.16%	45.91%	0.00%	16.18%	0.00%	27.53%	1.08%	0.14%	100.00%



2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total	
JAN	2,976	13,112		4,702		6,598	1,320	186	28,894	
FEB	2,622	11,874		4,502		7,484	1,200	186	27,868	
MAR	2,019	10,989		4,550		7,030	870	0	25,458	
APR	0	4,819		1,500		2,294	0	0	8,613	
MAY	1,368	4,295		1,100		1,717	0	0	8,480	
JUN	4,278	4,230		1,695		1,380	0	0	11,583	
JUL	4,167	5,888		4,075		3,552	0	0	17,682	
AUG	3,105	7,524		5,310		4,166	0	0	20,105	
SEP	1,248	9,599		5,936		2,847	0	0	19,630	
OCT	1,248	10,099		5,680		7,342	0	0	24,369	
NOV	2,058	10,120		5,032		6,430	0	186	23,826	
DEC	2,862	10,226		5,324		6,680	0	0	25,092	
TOTAL	27,951	102,775		49,406		57,520	3,390	558	241,600	
Market Share	11.57%	42.54%		20.45%		23.81%	1.40%	0.23%	100.00%	



2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total
JAN	73%	82%	0%	71%	0%	83%	51%	44%	78%
FEB	73%	83%	0%	68%	0%	79%	57%	85%	78%
MAR	58%	51%	0%	41%	0%	50%	39%	0%	49%
APR		15%	0%	11%	0%	13%	0%	0%	14%
MAY	35%	53%	0%	27%	0%	30%	0%	0%	42%
JUN	40%	78%	0%	44%	0%	47%	0%	0%	55%
JUL	45%	85%	0%	44%	0%	72%	0%	0%	63%
AUG	37%	73%	0%	47%	0%	75%	0%	0%	61%
SEP	56%	74%	0%	46%	0%	97%	0%	0%	67%
OCT	56%	77%	0%	52%	0%	71%	0%	0%	68%
NOV	48%	55%	0%	46%	0%	58%	0%	25%	53%
DEC	41%	55%	0%	36%	0%	51%	0%	0%	48%
TOTAL	50%	67%	0%	48%	0%	65%	50%	52%	60%

2021 Enplaned and Deplaned Airfreight - Lbs

2021 YTD

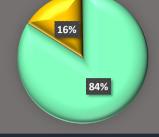
Enplaned Freight 1,816,090 -1.44% Deplaned Freight 3,682,880 7.68%

2020 YTD

Enplaned Freight 1,842,553 Deplaned Freight 3,420,339

2021 Market Share

- ▼ FedEx
- Key Lime
- American
- United
- Delta



Enplaned	FedEx	Key Lime	American	United	Delta	Total	YTD Total Ar	nnual Inc/Dec
JAN	237,200	26,593	90	49	1,157	265,089	265,089 🖖	-14.2%
FEB	166,341	35,227	32	195	2,057	203,852	468,941	-29.8%
MAR	257,387	23,899	-	165	1,811	283,262	752,203	5.0%
APR	245,234	22,593	107	32	1,682	269,648	1,021,851	29.7%
MAY	207,718	20,441	78	-	1,541	229,778	1,251,629	-8.7%
JUN	254,320	24,123	3	16	1,335	279,797	1,531,426	13.0%
JUL	265,902	17,446	2	9	1,305	284,664	1,816,090	6.9%
AUG						_		
SEP						_		
OCT						_		
NOV						_		
DEC						-		
TOTAL	1,634,102	170,322	312	466	10,888	1,816,090	1,816,090	
Market Share	89.98%	9.38%	0.02%	0.03%	0.60%	100.00%		

Deplaned	FedEx	Key Lime	American	United	Delta	Total	YTD Total	Month over Month Inc/Dec
JAN	393,875	43,681	9	321	23	437,909	437,909	-8.4%
FEB	318,960	100,256	635	62	229	420,142	858,051	-9.7%
MAR	476,391	102,100	84	408	35	579,018	1,437,069	33.6%
APR	390,337	125,283	705	171	78	516,574	1,953,643	7.9%
MAY	404,215	94,773	511	189	229	499,917	2,453,560	-6.5%
JUN	472,875	122,546	5	160	840	596,426	3,049,986	24.7%
JUL	526,608	104,566	764	384	572	632,894	3,682,880	14.8%
AUG						-		
SEP						-		
OCT						-		
NOV						-		
DEC						-		
TOTAL	2,983,261	693,205	2,713	1,695	2,006	3,682,880	3,682,880	
Market Share	81.00%	18.82%	0.07%	0.05%	0.05%	100.00%		

2021 Aircraft Operations

			Itinerant				LOCAL		
2021	Air Carrier	Air Taxi	General Aviation	Military	TOTAL ITINERANT	Local Civilian	Local Military	TOTAL LOCAL	TOTAL
JAN	518	480	1,688	116	2,802	1,970	132	2,102	4,904
FEB	530	573	1,443	111	2,657	1,462	76	1,538	4,195
MAR	503	718	1,848	119	3,188	1,454		1,522	4,710
APR	517	630	1,673	74	2,894	1,284	60	1,344	4,238
MAY	528	600	1,902	140	3,170	1,244		1,344	4,514
JUN	615	740	2,496	133	3,984	872		1,016	5,000
JUL	563	728	2,282	143	3,716	1,178	120	1,298	5,014
AUG					0			0	0
SEP					0			0	0
OCT					0			0	0
NOV					0			0	0
DEC					0			0	0
TOTAL	3,774	4,469	13,332	836	22,411	9,464		10,164	32,575
Historical Data	2016	2017	2018	2019	2020	2021	2020-2021 Inc/Dec		
JAN	3,142	3,325	3,320	3,425	3,713	4,904	32.08%		
FEB	3,600	2,888	2,945	3,473	4,378	4,195	-4.18%		
MAR	3,808	4,356	3,931	4,119	3,241	4,710	45.33%		
APR	3,191	3,717	3,670	3,378	2,436	4,238	73.97%		
MAY	3,810	3,821	3,908	4,075	3,826	4,514	1 7.98%		
JUN	4,080	4,839	4,287	4,293	4,588	5,000	8.98%		
JUL	4,044	3,997	5,195	4,348	4,784	5,014	4.81%		
AUG	4,111	4,084	5,139	4,256	5,436	-			
SEP	3,797	3,496	4,161	3,941	4,777	-			
OCT	4,322	3,752	4,600	4,004	5,216	-			
NOV	3,651	3,074	4,092	3,811	4,612	-			
DEC	3,448	2,957	3,612	4,216	4,532	-			
TOTAL	45,004	44,306	48,860	47,339	51,539	32,575			





2021	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total	Annual YTD
2021	AVIS	Duaget	Emerprise	HEHZ	Inational/ Alamo	Total	TID Total	Inc/Dec
JAN	63,490	37,121	68,456	115,341	90,873	375,281	375,281	-45.5%
FEB	88,747	47,482	85,630	138,855	96,619	457,332	832,613	-36.9%
MAR	137,342	97,006	114,654	208,673	148,899	706,573	1,539,186	-11.0%
APR	171,522	88,618	143,501	235,388	189,830	828,859	2,368,045	28.9%
MAY	242,237	140,693	182,533	295,030	203,100	1,063,592	3,431,637	70.0%
JUN	307,265	192,646	257,472	409,070	224,989	1,391,441	4,823,079	100.3%
JUL	227,496	158,122	261,933	518,255	246,824	1,412,630	6,235,709	108.7%
AUG						0		
SEP						0		
OCT						0		
NOV						0		
DEC						0		
TOTAL	1,238,098	761,687	1,114,179	1,920,611	1,201,134	6,235,709	6,235,709	
Market Share	19.85%	12.21%	17.87%	30.80%	19.26%	100.00%		

2020	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total
JAN	148,148	79,389	107,387	191,822	162,290	689,036	689,036
FEB	112,051	86,125	99,679	183,678	148,540	630,073	1,319,109
MAR	89,199	57,440	81,502	81,502	100,958	410,601	1,729,710
APR	11,914	9,709	40,198	27,460	18,460	107,741	1,837,451
MAY	24,990	12,252	70,094	41,400	32,427	181,163	2,018,614
JUN	66,889	34,070	104,997	98,136	85,495	389,587	2,408,201
JUL	129,099	60,887	139,672	108,663	141,798	580,119	2,988,320
AUG	141,420	65,178	171,127	149,434	164,014	691,173	3,679,493
SEP	148,427	81,184	220,120	186,261	180,941	816,933	4,496,427
OCT	171,673	105,320	198,626	218,113	211,286	905,017	5,401,444
NOV	81,714	46,375	142,471	146,286	118,060	534,906	5,936,350
DEC	74,890	43,318	106,597	128,086	88,370	441,262	6,377,612
TOTAL	1,200,415	681,247	1,482,471	1,560,841	1,452,639	6,377,612	
Market Share	18.82%	10.68%	23.24%	24.47%	22.78%	100.00%	

2021 Parking Revenues 180,000 12,000 160,000 10,000 140,000 120,000 8,000 100,000 → Gross Revenue 6,000 80,000 Transactions 60,000 4,000 40,000 2,000 20,000 0 0 JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC YTD Gross Revenue per YTD Transactions 2021 Gross Revenue Transactions Revenue Transaction 3,974 \$ JAN 66,348 3,974 66,348 16.70 \$ 16.98 **FEB** 68,043 4,007 134,391 7,981 233,229 13,601 \$ 17.59 MAR 98,838 5,620 **APR** 125,854 6,731 359,083 20,332 18.70 28,467 \$ 17.52 MAY 142,565 8,135 501,648 JUN 146,746 37,968 \$ 15.45 9,501 648,394 JUL 162,832 10,415 811,226 48,383 15.63 **AUG** SEP OCT NOV DEC

2020	Gross Revenue	Transactions	YTD Gross Revenue	YTD Transactions	evenue per ransaction
JAN	164,404	9,126	164,404	9,126	\$ 18.01
FEB	169,830	8,653	334,234	17,779	\$ 19.63
MAR	105,709	6,139	439,943	23,918	\$ 17.22
APR	10,638	955	450,581	24,873	\$ 11.14
MAY	23,117	2,086	473,698	26,959	\$ 11.08
JUN	34,278	3,313	507,976	30,272	\$ 10.35
JUL	50,058	4,732	558,034	35,004	\$ 10.58
AUG	63,698	4,840	621,732	39,844	\$ 13.16
SEP	73,618	4,900	695,350	44,744	\$ 15.02
OCT	88,822	5,423	784,172	50,167	\$ 16.38
NOV	85,318	4,781	869,490	54,948	\$ 17.85
DEC	68,555	4,818	938,045	59,766	\$ 14.23
TOTAL	938,045	59,766	938,045	59,766	\$ 15.70

811,226

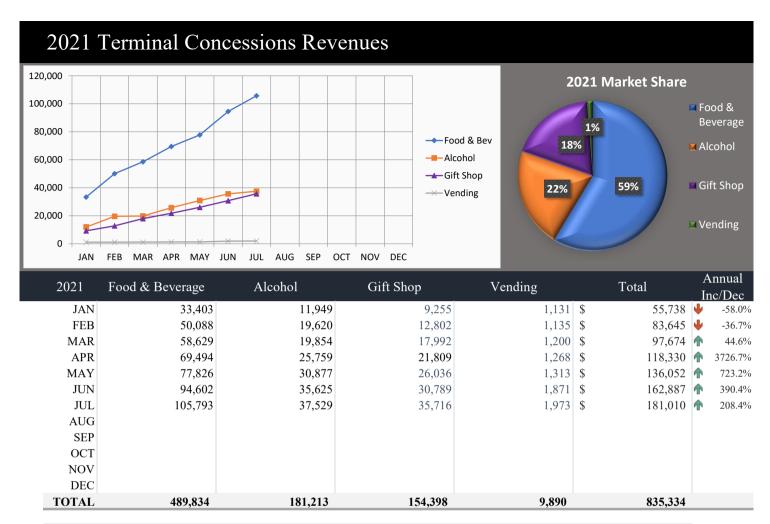
48,383 \$

16.77

48,383

TOTAL

811,226



2020	Food & Beverage	Alcohol	Gift Shop	Vending	Total
JAN	78,821	26,260	24,312	3,465	\$ 132,858
FEB	75,834	29,681	23,246	3,439	\$ 132,200
MAR	38,246	15,689	12,351	1,260	\$ 67,547
APR	2,212	148	288	444	\$ 3,092
MAY	10,000	2,991	3,096	440	\$ 16,528
JUN	19,958	7,584	5,280	396	\$ 33,218
JUL	34,685	11,651	11,964	394	\$ 58,694
AUG	39,515	10,492	14,122	443	\$ 64,572
SEP	45,333	16,705	15,065	714	\$ 77,817
OCT	57,108	18,769	19,913	757	\$ 96,547
NOV	41,169	13,311	13,838	764	\$ 69,082
DEC	43,002	15,232	12,005	866	\$ 71,105
TOTAL	485,884	168,515	155,481	13,382	823,261
Market Share	59%	20%	19%	2%	100%

Grand Junction Regional Airport Authority Statements of Changes in Net Position

Unaudited - subject to change

As of Date: 07/31/2021

			Month						
		07/31/2021	07/31/2021	07/31/2020	Budget	Variance	Prior Year	Variance	
		Budget	Actual	PY Actual	Budget \$ Var	Budget % Var	PY \$ Var	PY % Var	
	Operating revenue								
	Aeronautical revenue								
	Passenger airline revenue								
1	Passenger airline landing fees	41,200	62,137	33,580	20,937	50.82 %	28,557	85.04 %	
2	Terminal rent	102,917	94,718	102,956	(8,199)	(7.97) %	(8,238)	(8.00) %	
3	Other (boarding bridge)	1,294	1,970	1,448	676	52.24 %	522	36.05 %	
	Total Passenger airline revenue	145,411	158,825	137,984	13,414	9.22 %	20,841	15.10 %	
	Non-passenger airline revenue								
4	Non-passenger landing fees	8.848	14,517	22.810	5.669	64.07 %	(8,293)	(36.36) %	
5	Cargo and hangar rentals	4,608	4,616	4,561	8	0.17 %	55	1.21 %	
6	Fuel tax	11,500	22,988	5,291	11,488	99.90 %	17,697	334.47 %	
7	Fuel Flowage Fees and Sales	43,600	49,117	47,846	5,517	12.65 %	1,271	2.66 %	
8	Other (ramp parking, rapid refuel)	720	1,140	660	420	58.33 %	480	72.73 %	
	Total Non-passenger airline revenue	69,276	92,378	81,168	23,102	33.35 %	11,210	13.81 %	
	Total Aeronautical revenue	214,687	251,203	219,152	36,516	17.01 %	32,051	14.63 %	
	Non-aeronautical revenue	,	,	,	•		,		
9	Land and building leases	49,300	50,444	50,405	1,144	2.32 %	39	0.08 %	
10	Terminal - restaurant & retail	7,000	17,903	5,830	10,903	155.76 %	12,073	207.08 %	
11	Terminal - other	15,041	15,295	15,294	254	1.69 %	1	0.01 %	
12	Rental cars	68,943	172,942	81,190	103,999	150.85 %	91,752	113.01 %	
13	Parking	61,000	134,794	37,604	73,794	120.97 %	97,190	258.46 %	
14	Ground Transportation	2,787	3,811	2,152	1,024	36.74 %	1,659	77.09 %	
15	Other (advertising, security fee, vending, etc	5,395	6,323	1,991	928	17.20 %	4,332	217.58 %	
	Total Non-aeronautical revenue	209,466	401,512	194,466	192,046	91.68 %	207,046	106.47 %	
	Total Operating revenues	424,153	652,715	413,618	228,562	53.89 %	239,097	57.81 %	

Grand Junction Regional Airport Authority Statements of Changes in Net Position

Unaudited - subject to change

As of Date: 07/31/2021

		07/31/2021	7/31/2019	Variance	to 2019
	-	Actual	Actual	\$ Var	% Var
	Operating revenue				
	Aeronautical revenue				
	Passenger airline revenue				
1	Passenger airline landing fees	62,137	55,349	6,788	12.26 %
2	Terminal rent	94,718	98,487	(3,769)	(3.83) %
3	Other (boarding bridge)	1,970	9,440	(7,470)	(79.13) %
	Total Passenger airline revenue	158,825	163,276	(4,451)	(2.73) %
	Non-passenger airline revenue				
4	Non-passenger landing fees	14,517	8,593	5,924	68.94 %
5	Cargo and hangar rentals	4,616	4,483	133	2.97 %
6	Fuel tax	22,988	18,628	4,360	23.41 %
7	Fuel Flowage Fees and Sales	49,117	52,018	(2,901)	(5.58) %
8	Other (ramp parking, rapid refuel)	1,140	840	300	35.71 %
	Total Non-passenger airline revenue	92,378	84,562	7,816	9.24 %
	Total Aeronautical revenue	251,203	247,838	3,365	1.36 %
	Non-aeronautical revenue				
9	Land and building leases	50,444	50,113	331	0.66 %
10	Terminal - restaurant & retail	17,903	13,659	4,244	31.07 %
11	Terminal - other	15,295	15,041	254	1.69 %
12	Rental cars	172,942	130,009	42,933	33.02 %
13	Parking	134,794	120,335	14,459	12.02 %
14	Ground Transportation	3,811	6,899	(3,088)	(44.76) %
15	Other (advertising, security fee, vending, etc_	6,323	9,990	(3,667)	(36.71) %
	Total Non-aeronautical revenue	401,512	346,046	55,466	16.03 %
	Total Operating revenues	652,715	593,884	58,831	9.91 %
	-				

Variance Explanations - July 2021 Revenue compared to budget - Preliminary Financial Statements

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% <u>and</u> where the revenue category makes up at least 5% of the monthly operating revenue budget for July (\$21,000). Explanations are not provided for prior year variances because we do not expect any of the accounts to align with prior year except the fixed rent revenues.

Operating Revenues:

- Passenger airline landing fees The passenger landing fee revenue budget assumed 287 commercial landings in July 2021, and actual scheduled landings were 502, 29 of which were credited for incentive routes. All airlines exceeded their original budgeted projections. Additionally, there were 24 diversion landings in July. As a result, passenger airline landing revenue was 51% above budget.
- 2 <u>Terminal Rent</u> 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 budget is due to the new service incentive credits applied to the shared space areas based on the number of passengers.
- 7 <u>Fuel flowage fees and fuel sales</u> 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. The 2021 budget assumed that GA operations and fuel sales would be at approximately 85% of the 2019 (pre-pandemic) activity levels. Total operations in July 2021 exceeded July 2019 operations by 15%, accounting for the favorable budget variance.
- 12 <u>Rental Cars</u> Rental car revenue exceeded budget by more than 150% or \$104K. This is due to the increase in enplaned passengers which was nearly double the original budget (more than 12,900 additional passengers) as well as increases in the daily rental rates due to reduced inventory.
- Parking Parking revenue exceeded budget by 121% for July 2021. The spending per passenger for parking is still below the pre-COVID levels, primarily due to a change in the passenger mix between business and leisure travel but is exceeding budget expectations.

Grand Junction Regional Airport Authority Statements of Changes in Net Position

Unaudited - subject to change

	Year to Date										
		07/31/2021	0	7/31/2021	0	7/31/2020	Budget Variance			 Prior Year V	ariance
		Budget		Actual		PY Actual	Budget % Remaining Remaining		PY \$ Var	PY % Var	
	Operating revenue						,		_		
	Aeronautical revenue										
	Passenger airline revenue										
1	Passenger airline landing fees	\$ 221,500	\$	373,187	\$	261,889	\$	151,687	68.48 %	\$ 111,298	42.50 %
2	Terminal rent	720,419		693,146		726,160		(27,273)	(3.79) %	(33,014)	(4.55) %
3	Other (boarding bridge)	7,765		14,472		12,598		6,707	86.37 %	1,874	14.88 %
	Total Passenger airline revenue	949,684		1,080,805		1,000,647		131,121	13.81 %	80,158	8.01 %
	Non-passenger airline revenue										
4	Non-passenger landing fees	61,936		95,995		84,533		34,059	54.99 %	11,462	13.56 %
5	Cargo and hangar rentals	32,118		32,148		31,696		30	0.09 %	452	1.43 %
6	Fuel tax	80,500		103,100		92,166		22,600	28.07 %	10,934	11.86 %
7	Fuel Flowage Fees and Sales	246,500		274,179		202,963		27,679	11.23 %	71,216	35.09 %
8	Other (ramp parking, rapid refuel)	3,240		6,000		3,270		2,760	85.19 %	2,730	83.49 %
	Total Non-passenger airline revenue	424,294		511,422		414,628		87,128	20.53 %	96,794	23.34 %
	Total Aeronautical revenue	1,373,978		1,592,227		1,415,275		218,249	15.88 %	176,952	12.50 %
	Non-aeronautical revenue										
9	Land and building leases	345,100		359,834		361,821		14,734	4.27 %	(1,987)	(0.55) %
10	Terminal - restaurant & retail	40,000		82,544		54,349		42,544	106.36 %	28,195	51.88 %
11	Terminal - other	105,287		107,060		106,413		1,773	1.68 %	647	0.61 %
12	Rental cars	401,257		814,015		444,312		412,758	102.87 %	369,703	83.21 %
13	Parking	436,000		659,342		469,039		223,342	51.23 %	190,303	40.57 %
14	Ground Transportation	15,728		25,713		17,615		9,985	63.49 %	8,098	45.97 %
15	Other (advertising, security fee, etc.)	32,645		45,645		20,112		13,000	39.82 %	25,533	126.95 %
	Total Non-aeronautical revenue	1,376,017		2,094,153		1,473,661		718,136	52.19 %	620,492	42.11 %
	Total Operating Revenues	\$ 2,749,995	\$	3,686,380	\$	2,888,936	\$	936,385	34.05 %	\$ 797,444	27.60 %

Grand Junction Regional Airport Authority Statements of Changes in Net Position

Unaudited - subject to change

		07/31/2021 7/31/2019		Variance to	o 2019	
			Actual	Actual	 \$ Var	% Var
	Operating revenue					
	Aeronautical revenue					
	Passenger airline revenue					
1	Passenger airline landing fees	\$	373,187	\$ 367,537	\$ 5,650	1.54 %
2	Terminal rent		693,146	689,409	3,737	0.54 %
3	Other (boarding bridge)		14,472	74,216	(59,744)	(80.50) %
	Total Passenger airline revenue		1,080,805	1,131,162	(50,357)	(4.45) %
	Non-passenger airline revenue					
4	Non-passenger landing fees		95,995	53,023	42,972	81.04 %
5	Cargo and hangar rentals		32,148	31,050	1,098	3.54 %
6	Fuel tax		103,100	116,604	(13,504)	(11.58) %
7	Fuel Flowage Fees and Sales		274,179	297,329	(23,150)	(7.79) %
8	Other (ramp parking, rapid refuel)		6,000	3,900	2,100	53.85 %
	Total Non-passenger airline revenue		511,422	501,906	9,516	1.90 %
	Total Aeronautical revenue		1,592,227	1,633,068	(40,841)	(2.50) %
	Non-aeronautical revenue					
9	Land and building leases		359,834	345,792	14,042	4.06 %
10	Terminal - restaurant & retail		82,544	100,072	(17,528)	(17.52) %
11	Terminal - other		107,060	105,480	1,580	1.50 %
12	Rental cars		814,015	746,795	67,220	9.00 %
13	Parking		659,342	866,096	(206,754)	(23.87) %
14	Ground Transportation		25,713	45,997	(20,284)	(44.10) %
15	Other (advertising, security fee, etc.)		45,645	60,471	(14,826)	(24.52) %
	Total Non-aeronautical revenue		2,094,153	2,270,703	(176,550)	(7.78) %
	Total Operating Revenues	\$	3,686,380	\$ 3,903,771	\$ (217,391)	(5.57) %

Grand Junction Regional Airport Authority Statements of Changes in Net Position Unaudited - subject to change

			Year to Date					
		07/31/2021	07/31/2021	07/31/2020	Budget Variance		Prior Year \	/ariance
		Budget	Actual	PY Actual	Budget \$ Variance	Budget \$ Variance Budget % Variance		PY % Var
	Operating expenses							
16	Personnel compensation and benefits	\$ 1,531,138	\$ 1,370,269	\$ 1,400,127	(160,869)	(10.51) %	(29,858)	(2.13) %
17	Communications and utilities	178,232	197,183	178,366	18,951	10.63 %	18,817	10.55 %
18	Supplies and materials	208,854	286,922	223,068	78,068	37.38 %	63,854	28.63 %
19	Contract services	444,769	393,643	339,911	(51,126)	(11.49) %	53,732	15.81 %
20	Repairs & maintenance	224,200	174,176	157,342	(50,024)	(22.31) %	16,834	10.70 %
21	Insurance	75,180	72,189	66,857	(2,991)	(3.98) %	5,332	7.98 %
22	Training, Travel, & Air Service Development	99,588	39,441	48,848	(60,147)	(60.40) %	(9,407)	(19.26) %
23	Other Expense (marketing, professional dues, ϵ	28,455	86,322	30,333	57,867	203.36 %	55,989	184.58 %
24	Contingency Expense	-	-			0.00 %		0.00 %
	Total Operating expenses	2,790,416	2,620,145	2,444,852	(170,271)	(6.10) %	175,293	7.17 %
	Non-operating revenue (expenses)							
25	Passenger facility charges	329,000	611,638	373,008	282,638	85.91 %	238,630	63.97 %
26	Interest income	24,500	22,012	50,912	(2,488)	(10.16) %	(28,900)	(56.76) %
27	Interest expense	(448,294)	(448,444)	(461,575)	(150)	(0.03) %	13,131	2.84 %
28	Customer facility charges	217,585	352,044	156,344	134,459	61.80 %	195,700	125.17 %
29	Capital contributions	18,417,000	11,091,063	5,192,843	(7,325,937)	(39.78) %	5,898,220	113.58 %
29	Capital expenditures	(20,803,471)	(12,109,886)	(7,399,565)	8,693,585	41.79 %	(4,710,321)	-63.66%
30	Debt principal payments	-	-	-	-	0.00 %	-	0.00 %
31	Other	-	-	(2,054)		0.00 %	2,054	(100.00) %
	Total Non-operating revenue (expenses)	(2,263,680)	(481,573)	(2,090,087)	1,782,107	78.73 %	1,608,514	76.96 %
	Excess of revenue over (under) expense	\$ (2,304,101)	\$ 584,662	\$ (1,646,003)	2,888,763	125.37 %	2,230,665	135.52 %

Grand Junction Regional Airport Authority Statements of Changes in Net Position Unaudited - subject to change

		07/31/2021 7/31/2019		ı	Prior Year	Variance	
			Actual	Actual	\$	Var	% Var
	Operating expenses						
16	Personnel compensation and benefits	\$	1,370,269	\$ 1,378,412		(8,143)	(0.59) %
17	Communications and utilities		197,183	181,798		15,385	8.46 %
18	Supplies and materials		286,922	296,162		(9,240)	(3.12) %
19	Contract services		393,643	382,784		10,859	2.84 %
20	Repairs & maintenance		174,176	198,483		(24,307)	(12.25) %
21	Insurance		72,189	62,830		9,359	14.90 %
22	Training, Travel, & Air Service Development		39,441	116,405		(76,964)	(66.12) %
23	Other Expense (marketing, professional dues, ϵ		86,322	25,201		61,121	242.53 %
24	Contingency Expense		-	3,597		(3,597)	0.00 %
	Total Operating expenses		2,620,145	2,645,672		(25,527)	(0.96) %
	Non-operating revenue (expenses)			_			
25	Passenger facility charges		611,638	614,375		(2,737)	(0.45) %
26	Interest income		22,012	150,367	(128,355)	(85.36) %
27	Interest expense		(448,444)	(474,611)		26,167	5.51 %
28	Customer facility charges		352,044	417,852		(65,808)	(15.75) %
29	Capital contributions	1	11,091,063	1,670,873	9,	420,190	563.79 %
29	Capital expenditures	(1	12,109,886)	(6,370,534)	(5,	739,352)	-90.09%
30	Debt principal payments		-	-		-	0.00 %
31	Other		-	<u>-</u> _			0.00 %
	Total Non-operating revenue (expenses)		(481,573)	(3,991,678)	3,	510,105	87.94 %
	Excess of revenue over (under) expense	\$	584,662	\$ 2,888,936	4,	333,076	(149.99) %
	•						

GJRAA - Breakdown of Capital Expenditure Costs Year-to-Date through July 31, 2021

2021 AIP CAPITAL EXPENDITURES INCURRED AND GRANT REVENUE RECOGNIZED

Grand Number	Project/Grant Description	2021 Project Costs Incurred	FAA Grant Revenue Recognized in 2021	CDOT Grant Revenue Recognized	2021 GJRAA Local Share
AIP 62	Relocate perimeter road, fencing, and MALSR design	4,078	3,670	-	408
AIP 63	Road, Fencing, drainage pond, and earthwork	6,706	6,035	-	671
AIP 66	Construct Run-up Pad & Rehab Apron	7,971,542	7,971,542	-	-
AIP 67	Taxiway A and RWY 11-29 Construction	2,132,634	2,132,634	-	-
AIP 68	Runway Design - Earthwork, Prism, and Drainage	1,044,641	1,044,641	-	-
AIP 69	Airport Development Plan	30,338	30,338	-	-
	Total AIP Projects	\$ 11,189,939	\$ 11,188,860	\$ -	\$ 1,079

^{**} Note that CARES Act and the ACGRP Grants are available to draw down for operating costs. As of July 31, 2021, no draws have yet been made to reimburse 2021 costs incurred and revenue will be recognized as draw down requests are submitted.

2021 Costs						
Project Description	Incurred					
Admin Building Landscaping	25,004					
Terminal Improvements - Non-Rental Car	755,635					
Rental Car Area Improvements	206,626					
Security System Updates	12,387					
ATCT A/C Compressor	9,758					
Gravity Roller Outbound Baggage Improvements	16,429					
RWY 4-22 Rehab Design	41,256					
Total Non-AIP Pr	ojects \$ 1,067,094					
Total Non-Air Fi	Jecis <u> </u>					
Total Capital Expenditure	YTD \$ 12,257,033					

Variance Explanations - July 31, 2021 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 \$137,000 for revenue and \$168,000 for all non-capital expenses. Explanations are not provided for prior year variances because we do not expect most of the accounts to align with prior year.

YTD July 2021 passenger traffic was up 62% (about 48,600 enplanements) from budget and scheduled commercial landings exceeded budget by 75%.

Operating Revenues: Operating revenues were \$936k ahead of budget through July 2021 due to higher than expected commercial landings and enplaned passengers. Total budgeted operating revenue for the year is \$4.88M. Through July 31, 2021, GJRAA budgeted to earn approximately 56% of the annual revenue and has actually earned approximately 75.6% of the annual budgeted revenue.

- 1 <u>Passenger Landing Fees</u> Passenger landing fees year to date were \$150K above budgeted expectations. This positive budget variance is expected based on the current activity levels that far exceed the budget assumptions.
- 7 <u>Fuel Flowage Fees</u> Fuel flowage fees are not charged to commercial carriers, but tend to have a positive correlation with GA operations. Flowage fees were budgeted at 85% of 2019. Total operations were 16.5% higher through July 2021 than the same period in 2019, which corresponds to the 11% favorable budget variance in flowage fee revenue.
- 12 <u>Rental Cars</u> Rental Car Revenue exceeded budget year-to-date through July 2021 as a result of the higher than expected passenger traffic and increased average daily rates.
- 13 <u>Parking</u> Parking revenue exceeded budget year to date through July 2021 due to the increase in passengers, but spending per enplaned passenger is at approximately \$5.01 and remains below the pre-pandemic levels (2019 YTD through July was \$5.72/enplanement).

Operating Expenses: Total Operating Expenses through July 2021 were \$170k below budget. Most of the budget variance is in personnel compensation due to unforeseen vacancies. The remainder of the favorable budget variance is spread fairly evenly across the operating expense categories.

- 16 <u>Personnel Compensation & Benefits</u> Compensation and benefits were below budget due to vacant positions that haven't been filled as soon as budgeted for, specifically two landside positions and one custodial position.
- 17 <u>Communications and Utilities</u> Communications and Utilities were \$19,000 above budget. This increase is due to increases in electricity in February and March, as well as, hotter than average summer months. Additionally, a new HVAC unit was installed to the upper boarding area in June.
- 18 <u>Supplies & Materials</u> Supplies & Materials costs were \$78,000 above budget YTD through July. \$64k of this budget variance is due to higher than expected rental car fuel purchases from increased activity and higher fuel prices, which corresponds to the \$67k increase over budget in rental car fuel revenues for the same period. The remaining difference is due to the purchase & installation of the Gate Information Display Systems (GIDS).
- 19 <u>Contract Services</u> Contract services are \$51,000 below the year to date budget through July 2021 primarily due to both Engineering and Planning and IT services that are budgeted evenly throughout the year that were running below budget through July.
- 20 <u>Repairs & Maintenance</u> Repairs and Maintenance activities were \$50,000 below budget through July 2021. The timing of incurring these costs is somewhat unpredictable, therefore we estimated even spending for budget purposes. The replacement of the A/C compressor in the Air Traffic Control Tower was the only major repair YTD through July.

Non-Operating Revenues and Expenses:

- 25 <u>PFC Revenue</u> PFC revenue was above budget because actual passenger numbers through July 2021 were higher than budget resulting in higher than expected PFC revenue.
- 28 <u>CFC Revenue</u> CFC revenue was above budget due to the increase in passengers as well as a notable increase in the number of days cars are rented for. YTD July 2021 had an average rental transaction of 4.62 days compared to 3.73 for the same period in 2020 and 3.89 days in 2019.
- 29 <u>Capital Contributions & Expenditures</u> The timing of capital contributions (grant revenue) and capital expenditures is somewhat unpredictable therefore the budget represents the full annual budget and the budget variance represents the remaining budget. Year to date through July 30, 2021 the Airport has utilized approximately 60% of the annual capital budget. The majority of the capital costs are expected to be incurred between March and October. See the attached detail of costs incurred by project.

Grand Junction Regional Airport Authority Statement of Financial Position - Unaudited, subject to change

			onth Ending 07/31/2021	onth Ending 06/30/2021	Variance	
	Assets			 		_
	Current Assets					
	Cash and Cash Equivalents - Unrestricted	\$	13,718,417	\$ 13,747,814	\$	(29,397)
	Cash and Cash Equivalents - Restricted		2,453,266	 2,242,277		210,989
1	Total Cash and Cash Equivalents		16,171,683	 15,990,091		181,592
	Accounts Receivable					
	Accounts Receivable - Ops, net of allowance of \$24,000		1,068,218	916,922		151,297
	Accounts Receivable - Capital		6,465,912	8,229,422		(1,763,511)
2	Total Accounts Receivable, Net		7,534,130	9,146,344	((1,612,214)
3	Prepaid Expenses		165,934	171,145		(5,211)
	Total Current Assets		23,871,747	25,307,580		(1,435,833)
	Non-Current Assets					
	Capital Assets					
	Capital Assets not subject to depreciation		15,753,237	15,753,237		-
	Capital Assets subject to depreciation, net		55,581,219	 55,998,049		(416,830)
4	Total Capital Assets, Net		71,334,457	71,751,286		(416,830)
5	Bond Project Fund		415,542	 415,542		-
	Total Non-Current Assets		71,749,999	72,166,828		(416,830)
	Total Assets		95,621,746	 97,474,409		(1,852,663)
6	Deferred Outflows of Resources - Pension Plan		490,761	 490,761		
	Liabilities					
	Current Liabilities					
7	Accounts Payable - Ops		170,135	374,639		(204,503)
7	Accounts Payable - Capital		5,267,894	6,774,984	((1,507,090)
8	Accrued Expenses		220,320	258,159		(37,840)
9	Lease Deposits		158,200	158,200		-
10	Deferred Revenue		25,067	25,067		-
11	Current portion of capital lease and bonds payable		1,065,244	1,001,257		63,988
	Total Current Liabilities		6,906,860	 8,592,306	((1,685,446)
	Long Term Liabilities					
	Bond and capital lease payable		17,239,558	17,250,992		(11,434)
	Deferred Revenue		380,178	382,267		(2,089)
	Net Pension and OPEB Liability		1,975,954	 1,975,954		-
12	Total Long Term Liabilities		19,595,690	19,609,213		(13,523)
40	Total Liabilities		26,502,550	28,201,518		(1,698,968)
13	Deferred Inflows of Resources - Pension Plan		781,350	 781,350		
	Total Net Position	\$	68,828,607	\$ 68,982,301	\$	(153,695)

Variance Explanations - July 2021 Statement of Financial Position

Assets: Total Assets decreased by \$1.85M from June 2021 to July 2021 driven by the \$1.76M decrease in capital grants receivable.

- 1 <u>Cash</u> Cash increased by \$182k from June 2021 to July 2021. The increase was primarily due to the receipt of restricted PFC and CFC payments. There was little change in unrestricted cash.
- 2 <u>Accounts Receivable</u> Accounts receivable includes both operating receivables and capital receivables from grants. Operating receivables increased approximately \$151k due to the increase in revenues from increased traffic. Due to the receipt of several AIP reimbursements and less construction payables received, the capital receivables from grants had a decrease of \$1.76M.
- 3 <u>Prepaid Expenses</u> Prepaid expenses are primarily related to insurance contracts and software subscriptions that we pay annually, or in advance, that we will receive benefit for over a period of time. As we use these services over the policy or contract period, the amount is recognized as an expense, rather than expensing the entire annual cost in the month that it is paid. The decrease in this account is the recognition of the portion of prepaid expense used in that month.
- 4 <u>Capital Assets, Net</u> Historically, the airport has not capitalized equipment throughout the year as it is purchased, but instead, expenses all purchases as part of capital expenditures and then capitalizes assets at year end. This allows us to track spending for budget purposes. Therefore, the only change in the fixed assets accounts that will be seen on a monthly basis is the regular monthly depreciation based on assets placed in service as of December 31, 2020.
- 5 **Bond Project Fund** The remaining bond project fund balance represents interest earnings that were accumulated on the project funds. The accumulated interest is still restricted in purpose, but is available to cover debt service.

Deferred Outflows of Resources:

6 <u>Deferred Outflows of Resources - Pension Plan</u> – The deferred outflows of resources represent a timing difference for recognizing changes in the estimated pension liability for our PERA pension and health plans offered to employees. The pension liability is only re-valued annually so there is no change from month to month. The change in these accounts all represent accounting estimates and non-cash transactions. These amounts will only change once per year when the calculation is updated.

Liabilities: Total Liabilities decreased \$1.7M from June 2021 to July 2021 due to an decrease in capital accounts payable associated with the apron and run-up pad construction work performed by ESCO.

- 7 <u>Accounts Payable</u> Similar to accounts receivable, the majority of the balance and the variance from month to month is caused by the capital expenses payable to contractors and engineers associated with our capital projects. Capital accounts payable and receivable should have a positive correlation in periods when we are working primarily on AIP projects where the majority of the cost is funded by the FAA. In July, the primary activity was construction on the West Apron & Run-Up Pad done by ESCO. The majority of the projects materials were placed in June and paid to ESCO in July resulting in a \$1.5M decrease in capital payables.
- 8 <u>Accrued Expenses</u> This category is primarily made up of liabilities for un-used PTO (approximately \$169,000) and payroll accruals to properly recognize payroll expenses in the periods that the employees have worked. Changes in this account month to month are almost entirely related to changes in the payroll accruals.
- 9 <u>Lease Deposits</u> Lease deposits are primarily made up of General Aviation Lease deposits that were required in the standard ground lease based on a number of month's rent. We also hold deposits for parking passes held by airport tenant employees. These amounts are payable back to tenants at the end of the lease, or as parking passes are returned. The balance of deposits typically does not change materially from period to period as activity is limited.
- 10 <u>Deferred Revenue</u> This liability represents rent received in advance and is primarily made up of a pre-payment received by the BLM in 2017. Prepaid rent is a liability because we have not provided our tenant with the space for the period of time that they paid us for.
- 11 <u>Current Portion of capital lease and bonds payable</u> This balance represents principal and interest due on the outstanding revenue bond and Yukon capital lease in the current calendar year. We have semi-annual payments due June 1 and December 1 for the bond and one annual payment on the vehicle lease in June. The change from the prior month represents the amount of interest expense incurred during the period.
- 12 <u>Long-Term Liabilities</u> The long-term bond payable and capital payable balance is updated annually in December to reflect the remaining portion due beyond one year, therefore there is no change from the prior month. The net Pension liability is also only calculated annually, so there will be no change in this amount. This is the actuarial estimate of the airports portion of the unfunded Pension liability for PERA. Long-term deferred revenue represents pre-paid revenues for years after 2021.

Deferred Inflows of Resources:

13 <u>Deferred Inflows of Resources - Pension Plan</u> — Similar to deferred outflows described above, the deferred inflows of resources represent a timing difference for recognizing changes in the estimated pension liability for our PERA pension and health plans offered to employees. Deferred Inflows of resources actually represent increases to the pension liability that will be recognized in future years, primarily related to changes in actuarial assumptions. These will only be calculated annually, and therefore no changes will be seen month to month.