

GRAND JUNCTION REGIONAL AIRPORT



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

BOARD PACKET

OCTOBER 19, 2021

Grand Junction Regional Airport Authority



Date: **October 19, 2021**

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/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. September 21, 2021 Meeting Minutes _____ 1
 - Approve the September 21, 2021 Board Meeting Minutes.
 - B. Transportation Security Administration (TSA) Office Lease Space _____ 2
 - Approve lease No. GS-08P-LCO00514 with the General Services Administration for the TSA office space and authorize the Executive Director to sign the lease.

C.	Plante Moran 2021 Audit Engagement Letter for 2021 Audits _____	3
	- Approve the audit engagement letter with Plante Moran for the 2021 audits.	
D.	Lease Assignment- DASU, LLC and McClymond Aviation, LLC _____	4
	- Approve lease assignment between DASU, LLC and McClymond Aviation, LLC and authorize the Executive Director to execute the assignment.	
VII.	Action	
A.	CMT / GJRAA Professional Services Agreement _____	5
	- Approve the standard agreement for professional services with Crawford, Murphy, & Tilly, Inc. (CMT) for air service development consulting services and delegate authority to the Executive Director to authorize work under proposal option 3 up to \$85,000.	
VIII.	Public Hearing (C.R.S. §29-1-108(1))	
A.	GJRAA 2022 Budget _____	6
IX.	Discussion	
A.	Delegation of Authority as it relates to budgeting, purchasing, and procurement __	7
B.	GJRAA Mission, Vision, and Values _____	8
X.	Staff Reports	
A.	Legal Update (Dan Reimer)	
B.	Executive Director Report (Angela Padalecki)	
C.	Finance and Activity Report (Sarah Menge) _____	9
D.	Operations Report (Dylan Heberlein)	
E.	Facilities Report (Ben Peck)	
F.	Project Report (Colin Bible)	
XI.	Any other business which may come before the Board	
XII.	Adjournment	



Grand Junction Regional Airport Authority Board
Regular Board Meeting
Meeting Minutes
September 21, 2021

REGULAR BOARD MEETING

I. Call to Order

Mr. Clay Tufly, Board Vice Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on September 21, 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.

<p><u>Commissioners Present:</u> Clay Tufly (Vice Chairman) Erling Brabaek Linde Marshall Thaddeus Shrader Ron Velarde</p> <p><u>Airport Staff:</u> Angela Padalecki (Executive Director) Dan Reimer (Counsel) Sarah Menge Cameron Reece (Clerk) Ben Peck Shelagh Flesch</p>	<p><u>Guests:</u> Jeremey Lee, Mead and Hunt Colin Bible, Garver Brad Rolf, Mead and Hunt</p>
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II. Pledge of Allegiance

III. Approval of Agenda

Commissioner Marshall made a motion to approve the September 21, 2021 Board Agenda. Commissioner Brabaek seconded the motion. Roll Call Vote: Commissioner Tufly, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; and Commissioner Marshall, yes; Commissioner Velarde, yes; motion carries.

IV. Commissioner Comments

No Commissioner Comments were made

V. Citizen Comments

No Citizen Comments were made

VI. Consent Agenda

A. August 17, 2021 Meeting Minutes

Approval of August 17, 2021 Board Meeting Minutes

B. September 2, 2021 Meeting Minutes

Approval of September 2, 2021 Special Board Meeting Minutes

C. Grant Application – Airport Rescue Grant Concession Relief

Authorize the Executive Director to sign the Airport Rescue Grant application for \$214,188 to provide relief from rent and minimum annual guarantees to eligible in-terminal concessions.

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

VII. Discussion

- A. Proposed Rates and Charges Amendments
- B. Air Service Incentive Program Revisions
- C. Delegation of Authority as it relates to budgeting, purchasing, and procurement

VIII. Staff Reports

- D. Executive Director Report (Angela Padalecki)
- E. Finance and Activity Report (Sarah Menge)
- F. Facilities Report (Ben Peck)
- G. Project Report (Colin Bible)

IX. Any other business which may come before the Board

X. Adjournment

The meeting adjourned at approximately 6:22pm.

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

Clay Tufly, Board Vice Chairman

ATTEST:

Cameron Reece, Clerk to the Board