

Grand Junction Regional Airport Authority



Date: November 15, 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/82595950148?pwd=eFVRRFPYa3FuT1prYTJFTkM2TGVTZz09>

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. Employee Recognition Presentation

VII. Consent Agenda

- A. September 20, 2022 Meeting Minutes _____ 1
 - Approve the September 20, 2022 Board Meeting Minutes.
- B. October 4, 2022 Meeting Minutes _____ 2
 - Approve the October 4, 2022 Special Board Meeting Minutes.

- C. October 18, 2022 Meeting Minutes _____ 3
 - Approve the October 18, 2022 Board Meeting Minutes.
- D. Plante Moran 2022 Audit Engagement Letter for 2022 Audits _____ 4
 - Approve the audit engagement letter with Plante Moran for the 2022 audits.
- E. Airport Snow Removal Equipment Purchase _____ 5
 - Approve the purchase and shipment of used Snow Removal Equipment not to exceed \$80,000 of Airport funds and authorize the Executive Director, or her designees to sign the related purchase documents.
- F. CO Family Medical Leave Insurance (FAMLI) _____ 6
 - Decline all participation in the Family Medical Leave Insurance and authorize the Executive Director to provide notice thereof.
- G. Sage Intacct Accounting Software Subscription Renewal _____ 7
 - Authorize the renewal of the Sage Intacct accounting software subscription in the amount of \$15,912 for the contract period of December 21, 2022 through December 20, 2023.
- H. Air Service Incentive Program Revisions _____ 8
 - Adopt the proposed revisions to the Air Service Incentive Program.
- I. Employee Handbook Amendment _____ 9
 - Approval of amendment to the Airport Employee Handbook updating the use of Paid Time Off, Paid Sick Leave, Bereavement, and Dental and Vision Insurance Benefit Descriptions to reflect current practices.
- J. 2023 CMT / GJRAA Professional Services Agreement _____ 10
 - 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 up to \$90,000
- K. Health Insurance Renewal & Schedule Change _____ 11
 - Approve the proposed health insurance plan and cost sharing as outlined in the Agenda Item Summary for the plan year of January 1, 2023 through December 31, 2024 and authorize the Executive Director to sign all plan documents and approve invoices.

VIII. Action

- A. Resolution No. 2022-004 to Adopt 2023 Budget and Appropriate Funds for 2023 _ 12
 - Adopt Resolution No. 2022-004 to adopt the 2023 Budget and appropriate funds for 2023.

- B. Peer-to-Peer Vehicle Sharing Concession Agreement _____ 13
 - Approve the standard form Peer-to-Peer Vehicle Sharing Concession Agreement and authorize the Executive to approve individual agreements using this standard form in accordance with the April 19, 2022 Delegation of Authority.

IX. Discussion

- A. Q2 Catchment Study Update – Harrison Earl, CMT
- B. 2023 Board Meeting Calendar
- C. Rates and Charges

X. Staff Reports

- A. Executive Director Report (Angela Padalecki)
- B. Capital Improvement Plan Update (Colin Bible)
- C. Legal Update – Dan Reimer

XI. Any other business which may come before the Board

XII. Adjournment