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**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
Meeting Minutes  
November 16, 2021

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**REGULAR BOARD MEETING**

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**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 November 16, 2021 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3<sup>rd</sup> floor conference room as well as electronically.

<p><b><u>Commissioners Present:</u></b> Tom Benton (Chairman) Clay Tufly (Vice Chairman) Erling Brabaek Linde Marshall Ron Velarde</p> <p><b><u>Airport Staff:</u></b> Angela Padalecki (Executive Director) Dan Reimer (Counsel) Sarah Menge Cameron Reece (Clerk) Shelagh Flesch Ben Peck</p>	<p><b><u>Guests:</u></b> Colin Bible, Garver Brad Rolf, Mead and Hunt Perry Havenar, AECOM Jen Boehm, Mead and Hunt Jeremy Lee, Mead and Hunt Judd Hill, Armstrong Austin Rankin, Mead and Hunt</p>
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**II. Pledge of Allegiance**

**III. Approval of Agenda**

*Commissioner Brabaek made a motion to approve the November 16, 2021 Board Agenda. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes; Commissioner Brabaek, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.*

#### **IV. Commissioner Comments**

*Commissioner Benton commented and recognized staff for attending a AAAE CM course and for additional education and appreciates those who took the course and challenged themselves to learn while on the job. Commissioner Benton thanked Executive Director for setting up the training and congratulated those who participated and took the exam, noting that staff did really well.*

*Commissioner Benton commented that Commissioner Velarde and himself attended an event last week and Ron Tipping one of the founding business people of this community who was an avid flyer. Ron Tipping donated a Super Cub to the WCCC aviation program, and Glen McClelland donated his hanger for the same purpose. Commissioner Benton wanted to go on public record saying thank you for their generosity.*

#### **V. Citizen Comments**

*No Citizen Comments were made*

#### **VI. Consent Agenda**

##### **A. October 19, 2021 Meeting Minutes**

Approval of October 19, 2021 Board Meeting Minutes

##### **B. AIP Grant Agreement – Airport Rescue Grant**

Accept FAA AIP Grant No. 3-08-0027-073-2022 Airport Rescue Grant in the amount of \$3,312,328 for airport relief under the American Rescue Plan Act (ARPA).

##### **C. Sage Intacct Accounting Software Subscription Renewal**

Authorize the renewal of the Sage Intacct accounting software subscription in the amount of \$14,580 for the contract period of December 21, 2021 through December 20, 2022.

##### **D. GJRAA Mission, Vision, and Values**

Approve the GJRAA Mission, Vision, and Values and replace all future versions.

##### **E. Lease Assignment - V&S Holdings, LLC and Klinglesmith Enterprises, LLC**

Approve lease assignment between V&S Holdings, LLC and Klinglesmith Enterprises, LLC and authorize the Executive Director to execute the assignment.

##### **F. Purchase Authorization – Interactive Employee Training (IET) Software Upgrade**

Authorize the Executive Director to accept Package Option #1 in the amount of \$25,000 from AAAE to upgrade the existing IET Training courses.

*Commissioner Velarde made a motion to approve the Consent Agenda. Commissioner Brabaek seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes;*

Commissioner Brabaek, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.

## **VII. Action Items**

### **A. Resolution No. 2021-007 to Adopt 2022 Budget and Appropriate Funds for 2022**

Commissioner Tufly made a motion to Adopt Resolution No. 2021-007 to adopt the 2022 Budget and appropriate funds for 2021. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes; Commissioner Brabaek, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.

### **B. Garver Work Order No. 05 for FY 21 Grading and Drainage Support**

Commissioner Brabaek made a motion to Approve Garver Task Order 05 for \$386,600 to support the FY 2021 drainage and grading construction project and the ongoing runway replacement program and authorize the Executive Director to sign the Task Order. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes; Commissioner Brabaek, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.

### **C. Mead and Hunt Task Order No. 7 for FY 21 Grading and Drainage Support**

Commissioner Tufly made a motion to Approve Mead & Hunt Task Order #7 for \$2,332,769 for Construction Administration and support services associated with the FY 2021 Grading and Drainage construction project and authorize the Executive Director to sign the Task order. Commissioner Marshall seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes; Commissioner Brabaek, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.

### **D. Kelly Trucking, Inc. Notice of Award and Construction Contract Approval – FY 21 Grading and Drainage Package**

Commissioner Velarde made a motion to Approve the Notice of Award to Kelly Trucking, Inc.; the contract agreement for \$13,153,552.29 for the FY 2021 Grading and Drainage Package, Schedules 1, 2, and 3; and authorize the Executive Director to sign the notice of award, contract documents, and any applicable notices to proceed. Commissioner Brabaek seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Marshall, yes; Commissioner Brabaek, yes; Commissioner Tufly, yes, and Commissioner Velarde, yes. The motion carries.

## **VIII. Discussion**

- A. Capital Improvement Program Update (Colin Bible)
- B. Annual Policy Revisions
  - Redline Rates and Charges Resolution
  - Redline Delegation of Authority
  - Redline Air Service Incentive Program
- C. 2022 Officer and Committee Appointments
- D. Terminal Restaurant Expansion Concept Discussion

**IX. Staff Reports**

- A. Legal Update (Dan Reimer)
- B. Executive Director Report (Angela Padalecki)
- C. Finance and Activity Report (Sarah Menge)
- D. Facilities Report (Ben Peck)

**X. Any other business which may come before the Board**

**XI. Adjournment**

The meeting adjourned at approximately 7:20pm

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

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Tom Benton, Board Chairman

**ATTEST:**

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Cameron Reece, Clerk to the Board