

**Grand Junction Regional Airport Authority**



**Date:** December 15, 2020

**Location:**  
Electronic Meeting

**Link:** <https://us02web.zoom.us/j/89835604267>

**Time:** 5:15 PM

---

**REGULAR MEETING AGENDA**

---

- I. Call to Order**
- II. National Anthem**
- 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 (jburtard@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. November 17, 2020 Meeting Minutes \_\_\_\_\_ 1
    - Approval of November 17, 2020 Board Meeting Minutes
  - B. Daniel S Reimer, LLC Professional Services Agreement \_\_\_\_\_ 2
    - Approve proposed professional services agreement for Daniel S Reimer, LLC to provide professional legal services on governance, operation, management, development, and improvement of the Airport.
  - C. Karp, Neu, Hanlon Engagement Agreement \_\_\_\_\_ 3

- Approve proposed engagement agreement for Karp, Neu, Hanlon to provide representation on employment related matters and other general airport matters as needed.
- D. Employee Handbook Revisions \_\_\_\_\_ 4
  - Approve employee handbook revisions which primarily involve Paid Time Off and Sick Leave policies in anticipation of the Healthy Families and Workplaces Act that is effective January 1, 2021.
- E. Lenel Security System Software Upgrade \_\_\_\_\_ 5
  - Authorize staff to accept the quote from Sequent Information Systems for \$12,386.61 to complete upgrades to the security system.
- F. Veoci Software Services Agreement Proposal \_\_\_\_\_ 6
  - Approve the Veoci software and services agreement and authorize the Executive Director to sign the Agreement and approve renewal options included in the contract. The estimated annual cost for 2021 is \$14,256.00.
- G. Renew National Naval Aviation Museum Agreement \_\_\_\_\_ 7
  - Approve the renewal of the National Naval Aviation Museum Aircraft Loan Agreement to keep the aircraft static displays at Aviators Memorial Park for a contract period of five years and authorize the Executive Director to sign the agreement.

**VII. Action Items**

- A. Air Service Incentive Program \_\_\_\_\_ 8
  - Adopt the proposed air service incentive program to be offered to airlines for establishing or expanding air service at GJT.
- B. 2021 FAA Grant Application \_\_\_\_\_ 9
  - Authorize the Executive Director to sign the grant application for submittal to the FAA for the 2021 Runway 11/29 grading & drainage design work.
- C. Mead & Hunt Scope of Work \_\_\_\_\_ 10
  - Approve Mead & Hunt Task Order 2021-01 to develop the scope of services, fee estimate, and schedule for design and construction activities for FY 2021 and authorize the Executive Director to sign the Task Order.
- D. Garver Scope of Work \_\_\_\_\_ 11
  - Approve Garver Task Order 03 to support the runway replacement program and the review and analyze the 60% design documents, define program constraints and scheduling for the runway program, perform program optimization tasks, and 2021 runway design coordination and authorize the Executive Director to sign the Task Order.

**VIII. Discussion**

A. Discuss upcoming At-Large Airport Commissioner Appointment

- The term for the at-large commissioner seat currently filled by Linde Marshall expires February 1, 2021. Staff to present to Board the process for when terms expire.

**IX. Staff Reports**

A. Executive Director Report (Angela Padalecki)

B. Finance and Activity Report (Sarah Menge) \_\_\_\_\_ 12

C. External Affairs Report (Joe Burtard)

D. Operations Director Report (Dylan Heberlein)

E. Facilities Report (Ben Peck)

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

**XI. Adjournment**