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**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
Meeting Minutes  
December 12, 2023

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**REGULAR BOARD MEETING**

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**I. Call to Order**

Mr. Tom Benton, Board Chair, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 11:30 AM on December 12, 2023 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) Linde Marshall (Vice-Chair) Chris West Randall Reitz (online) Ron Velarde</p> <p><b><u>Airport Staff:</u></b> Angela Padalecki Dan Reimer (Counsel) Cameron Reece (Clerk) Jennifer Kroeker Kristina Warren Hayden Carpenter Jake Steele Brandon Mittan Liam Kincaid</p>	<p><b><u>Guests:</u></b> Colin Bible, Garver Brad Rolf, Mead and Hunt Austin Rankin, Mead and Hunt Jen Boehm, Mead and Hunt Erling Brabaek</p>
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**II. Pledge of Allegiance**

**III. Approval of Agenda**

*Commissioner Velarde made a motion to approve the December 12, 2023 Board Agenda. Commissioner Marshall seconded the motion. Voice Vote: All Ayes; motion carried.*

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

*Commissioner Benton commented and recognized Hayden Carpenter, Grand Junction Regional Airports Administration Intern, and her next endeavors as she moves back to the Front Range and attends flight school.*

*Commissioner Benton also recognized and thanked Jake Steele, Airport Security Coordinator, for his hard work for the last 6 years, and wished him well as he attends the Grand Junction Fire Department Academy.*

*Commissioner Benton also commented on what a great year the Airport had multiple construction projects and a magnificent airshow as well as the Airline Use and Lease Agreements are completed.*

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

*Erling Brabaek commented that the pavement done on Charlie 1 Alpha was done very well. Erling also commented on the airport's rates and charges. Erling asked that the commissioners should take the fuel rates into account and says the Airport has one of the highest fuel rates. Erling is asking for transparency from the airport and West Star on what they actually pay per gallon of fuel.*

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

##### **A. October 17, 2023 Meeting Minutes**

Approve the October 17, 2023 Board Meeting Minutes.

##### **B. November 7, 2023 Meeting Minutes**

Approve the November 7, 2023 Special Board Meeting Minutes.

##### **C. Air Service Incentive Program Revisions**

Adopt the proposed revisions to the Air Service Incentive Program.

##### **D. Asset Capitalization Policy**

Staff recommend that the current Asset Capitalization Policy be adopted as proposed.

*Commissioner West made a motion to approve the Consent Agenda. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner West, yes; Commissioner Marshall, yes; Commissioner Velarde, yes; Commissioner Reitz, yes; and Commissioner Benton, yes. The motion carried.*

## **VII. Action**

### **A. Resolution No. 2023-013 Appoint Budget Officer and Treasurer**

*Commissioner Marshall made a motion to Adopt Resolution No. 2023-014 to appoint Jennifer Kroeker as the Budget Officer. Commissioner West seconded the motion. Roll Call Vote: Commissioner West, yes; Commissioner Marshall, yes; Commissioner Velarde, yes; Commissioner Reitz, yes; and Commissioner Benton, yes. The motion carried.*

### **B. Resolution No. 2023-015 to Adopt 2024 Budget and Appropriate Funds for 2024**

*Commissioner West made a motion to Adopt Resolution No. 2023-015 to the 2024 Budget and appropriate funds for 2024. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner West, yes; Commissioner Marshall, yes; Commissioner Velarde, yes; Commissioner Reitz, yes; and Commissioner Benton, yes. The motion carried.*

### **C. Resolution No. 2023-016: Rates and Charges**

*Commissioner Velarde made a motion to Adopt Resolution No. 2023-016: Rates and Charges, effective January 1, 2024. Commissioner Marshall seconded the motion. Roll Call Vote: Commissioner West, yes; Commissioner Marshall, yes; Commissioner Velarde, yes; Commissioner Reitz, yes; and Commissioner Benton, yes. The motion carried.*

### **D. Resolution No. 2023-017: Delegation of Authority**

*Commissioner Marshall made a motion to Adopt Resolution No. 2023-017: Resolution of the Board of Commissioners Regarding Delegation of Authority. Commissioner West seconded the motion. Roll Call Vote: Commissioner West, yes; Commissioner Marshall, yes; Commissioner Velarde, yes; Commissioner Reitz, yes; and Commissioner Benton, yes. The motion carried.*

### **E. 2024 Grant Applications**

*Commissioner West made a motion to Approve the four 2024 Airport Improvement Program grant applications for the Runway 12-30 replacement program and authorize the Executive Director to sign and submit the applications to the Federal Aviation Administration (FAA). Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner West, yes; Commissioner Marshall, yes; Commissioner Velarde, yes; Commissioner Reitz, yes; and Commissioner Benton, yes. The motion carried.*

## **VIII. Discussion**

- A. 2024 Officer & Committee Appointments
- B. 2024 Draft Board Meeting Calendar

**IX. Staff Reports**

- C. CIP Update – Colin Bible
- D. Executive Director Report (Angela Padalecki)
- E. Finance and Activity Report (Jennifer Kroeker)

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

**XI. Adjournment**

The meeting adjourned at approximately 1:07pm

*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 Chair

**ATTEST:**

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Cameron Reece, Clerk to the Board