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**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
Meeting Minutes  
August 20, 2019

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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 August 20, 2019 in Grand Junction, Colorado and in the County of Mesa.

<p><b><u>Commissioners Present:</u></b> Tom Benton (Chairman) Chuck McDaniel (Vice-Chairman) Erling Brabaek Thaddeus Shrader Linde Marshall Ron Velarde</p> <p><b><u>Airport Staff:</u></b> Joseph Burtard (Clerk) Karl Hanlon (Counsel) Sarah Menge Angela Padalecki (Executive Director) Mark Papko Ben Peck Eric Trinklein Shelagh Flesch Chris Stager</p>	<p><b><u>Guests:</u></b>  Shannon Kinslow, TOIL Joe Vaccarelli, Daily Sentinel Brad Rolf, Mead &amp; Hunt</p>
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**II. Pledge of Allegiance**

**III. Approval of Agenda**

*Commissioner McDaniel made a motion to move the Employee Handbook Amendment, from the Consent Agenda and approve the August 20, 2019 Board Agenda. Commissioner Brabaek second the motion. Voice Vote. All Ayes.*

**IV. Commissioner Comments**

*No Commissioner comments were made.*

**V. Citizen Comments**

*No citizen comments were made.*

**VI. Consent Agenda**

- A. July 16, 2019 Meeting Minutes
- B. CDOT Division of Aeronautics Grant
- C. Xcel Construction Agreement
- D. FAA AIP 63 Grant Offer (Runway Fence Project Schedule 1 and Schedule 2)
- E. Fence Project Schedule 1 and Schedule 2 – Notice of Award for Construction
- F. RTR Construction Administration – Contract Amendment
- G. RTR Construction – Final Change Order
- H. Taxiway A Construction Administration – Contract Amendment
- I. Taxiway A Construction – Final Change Order
- J. Approval of Asset Disposal
- ~~K. Employee Handbook Amendment~~
- L. Procurement Policy Amendment
- M. Upgrade of Flat Plate Conveyor Controls
- N. Replacement of Flat Plate Conveyor Roll Up Doors and Operators

*Commissioner McDaniel moved to adopt the Consent Agenda. Commissioner Brabaek seconded. Voice Vote. All Ayes.*

**VII. Action Items**

Appoint Budget Officer

*Commissioner Marshall moved to approve staff recommendation to permanently appoint the Finance Directors the Budget Officer for purpose of CRS 29-1-104. Commissioner Shrader seconded the motion. Voice Vote. All Ayes.*

Employee Handbook Amendment

*Commissioner McDaniel moved to approve amendments 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. Commissioner Brabaek seconded the motion. Voice Vote. All Ayes.*

**VIII. Staff Reports**

- A. Director's Report (Angela Padalecki)
- B. Operations Report (Mark Papko)
- C. Finance and Activity Report (Sarah Menge)
- D. Facilities Report (Ben Peck)
- E. Project Report (Eric Trinklein)

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

**X. Executive Session**

*Commissioner McDaniel made a motion to go into executive session to conduct a conference with the Executive Director and General Counsel for the purpose of discussing the Airport's purchase, lease, transfer or sale of real property; determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pursuant to CRS 24-6-402(4)(a) regarding the Sky Adventures Building. Commissioner Velarde seconded the motion. Voice Vote. All Ayes.*

*Commissioner McDaniel made a motion to move out of executive session back into an open meeting. Commissioner Erling seconded the motion. Voice Vote. All Ayes.*

**XI. Adjournment**

*Commissioner Velarde moved for adjournment. Commissioner Brabaek seconded. Voice Vote. All Ayes.*

The meeting adjourned at approximately 7:45 PM.

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

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Tom Benton, Board Chairman

**ATTEST:**

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Joseph R. Burtard, Clerk to the Board