



---

**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
Meeting Minutes  
December 17, 2019

---

**REGULAR BOARD MEETING**

---

**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 December 17, 2019 in Grand Junction, Colorado and in the County of Mesa.

<p><b><u>Commissioners Present:</u></b> Tom Benton (Chairman) Chuck McDaniel Clay Tufly Erling Brabaek Thaddeus Shrader Ron Velarde</p> <p><b><u>Airport Staff:</u></b> Joseph Burtard (Clerk) Karl Hanlon (Counsel) Sarah Menge Mark Papko Ben Peck Eric Trinklein</p>	<p><b><u>Guests:</u></b> Joe Vaccarelli, Daily Sentinel Kyle Williams, AECOM Ryan Hayes, Mead and Hunt Shannon Kinslow, TOIL Bradley Sullivan, Crooked Horn Aviation</p>
---	--

**II. Pledge of Allegiance**

**III. Approval of Agenda**

*Commissioner Tufly made a motion to approve the December 17, 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**

## **November 19, 2019 Meeting Minutes**

Approval of November 19, 2019 Board Meeting Minutes

### **AFFF Testing Equipment Purchase Authorization**

Authorize Executive Director, or her designee, to execute a purchase from NoFoam Systems totaling \$31,171.53 for the Aqueous Film Forming Foam (AFFF) testing equipment. After CDOT's reimbursement, the net cost to Grand Junction Regional Airport Authority is \$6,171.13.

### **Sage Intacct Accounting Software Renewal**

Approve payment of Silverware, Inc. Invoice No. 63949 in the amount of \$13,590 to renew the accounting software subscription for the period from 12/21/19 – 12/20/20.

### **Grant Application West Terminal Apron / Run-up Pad Construction**

Authorize the Executive Director, or her designee, to sign the approved Grant Application for submittal to FAA and CDOT Division of Aeronautics in the amount of \$14,000,000.

### ~~**Lease Assignment and Consent to Lease Assignment – Crooked Horn Aviation, LLC and Park D. Trust.**~~

~~Authorize the Executive Director, or her designee, to execute a lease assignment between Crooked Horn Aviation, LLC and Park D. Trust.~~

*Commissioner Brabaek made a motion to move the Lease Assignment and Consent to Lease Assignment for Crooked Horn Aviation, LLC. and Park D. Trust from the Consent agenda for additional discussion and thereafter adopt the Consent Agenda. Commissioner Tufly seconded. Voice Vote. All Ayes.*

## **VII. Action Items**

### **Resolution 2019-007 Airports Rates and Charges Update**

*Commissioner McDaniel moved to approve and adopt Resolution 2019-007, an amendment to the Airport's Rates and Charges to be effective January 1, 2020. The approve resolution will incorporate changes as suggested and discussed. Commissioner Tufly seconded. Roll Call Vote. Commissioner Velarde, Yes; Commissioner Shrader, Yes; Commissioner Brabaek, Yes; Commissioner Tufly, Yes; Commissioner McDaniel, Yes; Commissioner Benton. The motion carries.*

### **Lease Assignment and Consent to Lease Assignment – Crooked Horn Aviation, LLC and Park D. Trust.**

*Commissioner Tufly moved to authorize the Executive Director, or her designee, to execute a lease assignment between Crooked Horn Aviation, LLC. and Park D. Trust. Commissioner Shrader seconded to motion. Voice Vote. All Ayes.*

## **VIII. Discussion Items**

- A. Airline Use and Lease Agreement Update
- B. Terminal Capacity Study Update

C. 2020 Board Appointments

**IX. Staff Reports**

- A. Operations Report (Mark Papko)
- B. Finance and Activity Report (Sarah Menge)
- C. External Affairs Report (Joseph Burtard)
- D. Facilities Report (Ben Peck)
- E. Project Report (Eric Trinklein)

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

No additional business was discussed.

**XI. Executive Session**

*Commissioner Brabaek made a motion to move into Executive Session for the purpose of discussing specialized details of security arrangements as authorized by C.R.S. Section 24-6-402(4)(c).*

*In addition, an Executive Session to conduct a conference with the Executive Staff 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 C.R.S. 24-6-402(4)(a) regarding the Sky Adventures Building. Commissioner Tufly seconded the motion. Voice Vote. All Ayes.*

*Commissioner Shrader made a motion to move from Executive Session back into a public meeting. Commissioner Tufly seconded the motion. Voice Vote. All Ayes.*

**XII. Adjournment**

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

The meeting adjourned at approximately 8:18 PM.

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

---

Tom Benton, Board Chairman

**ATTEST:**

---

Joseph R. Burtard, Clerk to the Board