



Grand Junction Regional Airport Authority Board
Regular Board Meeting
Meeting Minutes
November 15, 2022

REGULAR BOARD MEETING

I. Call to Order

Mr. Clay Tufly, Board Vice Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on November 15, 2022 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3rd floor conference room as well as electronically.

<p><u>Commissioners Present:</u> Clay Tufly (Vice Chairman) Ron Velarde Thaddeus Shrader Rick Taggart Erling Brabaek Linde Marshall</p> <p><u>Airport Staff:</u> Angela Padalecki (Executive Director) Dan Reimer (Counsel) Ben Peck Cameron Reece (Clerk) Victoria Hightower Ron Edmunds Curtis Hainer</p>	<p><u>Guests:</u> Brad Rolf, Mead and Hunt Allison Thomas, Garver Colin Bible, Garver Harrison Earl, CMT Austin Rankin, Mead and Hunt John Cessar, Mead and Hunt Harrison Earl, CMT Kyle Williams, AECOM Gene Robertson Jennifer Robertson Tyler McClymond, McClymond Aviation</p>
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II. Pledge of Allegiance

III. Approval of Agenda

Commissioner Marshall made a motion to approve the November 15, 2022 Board Agenda. Commissioner Shrader seconded the motion. Voice Vote: All Ayes; motion carries

IV. Commissioner Comments

Commissioner Brabaek Commented on a situation where SCL Health Medivac helicopter based in Moab had an incident where a duck went through the windshield during flight and had to stay at the Grand Junction Regional Airport for repairs. Commissioner Brabaek offered them to use his hangar due to no other space being available. The Helicopter was in the hangar for repairs for approximately 2 days. Commissioner Brabaek commented it made him violate the airports Minimum Standards. Commissioner Brabaek challenged other Commissioners and staff to reevaluate the current Minimum Standards to make more suitable for current tenants. Commissioner Tufly commented that is something we should all look into more and be better prepared to discuss for a future meeting.

Commissioner Marshall commented on congratulating Commissioner Taggart is his newly elected position for House District 55.

V. Citizen Comments

No Citizen Comments were made

VI. Employee Recognition Presentation

VII. Consent Agenda

A. September 20, 2022 Meeting Minutes

Approval of September 20, 2022 Board Meeting Minutes

B. October 4, 2022 Meeting Minutes

Approval of October 20, 2022 Special Board Meeting Minutes

C. October 18, 2022 Meeting Minutes

Approval of October 18, 2022 Board Meeting Minutes

D. Plante Moran 2022 Audit Engagement Letter for 2022 Audits

Approve the purchase of Landscaping Rock for \$24,399 of Airport funds and authorize the Executive Director, or her designees to sign the related purchase documents. Approve the audit engagement letter with Plante Moran for the 2022 audits.

E. Airport Snow Removal Equipment Purchase

Approve the purchase and shipment of used Snow Removal Equipment not to exceed \$80,000 of Airport funds and authorize the Executive Director, or her designees to sign the related purchase documents.

F. CO Family Medical Leave Insurance (FAMLI)

Decline all participation in the Family Medical Leave Insurance and authorize the Executive Director to provide notice thereof.

G. Sage Intacct Accounting Software Subscription Renewal

Authorize the renewal of the Sage Intacct accounting software subscription in the amount of \$15,912 for the contract period of December 21, 2022 through December 20, 2023.

~~**H. Air Service Incentive Program Revisions**~~

~~Adopt the proposed revisions to the Air Service Incentive Program.~~

I. Employee Handbook Amendment

Approval of amendment 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.

~~**J. 2023 CMT / GJRAA Professional Services Agreement**~~

~~Approve the standard agreement for professional services with Crawford, Murphy, & Tilly, Inc. (CMT) for air service development consulting services and delegate authority to the Executive Director to authorize work under proposal up to \$90,000.~~

K. Health Insurance Renewal & Schedule Change

Approve the proposed health insurance plan and cost sharing as outlined in the Agenda Item Summary for the plan year of January 1, 2023 through December 31, 2023 and authorize the Executive Director to sign all plan documents and approve invoices.

Commissioner Brabaek requested moving Consent Agenda Item H. Air Service Incentive Program Revisions to Action Agenda Item C. and Consent Agenda Item J. 2023 CMT/GJRAA Professional Services Agreement to Action Agenda Item D.

Commissioner Velarde made a motion to approve the Consent Agenda. Commissioner Brabaek seconded the motion. Voice Vote: All Ayes; motion carries.

VIII. Action

A. Resolution No. 2022-004 to Adopt 2023 Budget and Appropriate Funds for 2023

Adopt Resolution No. 2022-004 to adopt the 2023 Budget and appropriate funds for 2023.

Commissioner Shrader made a motion to Adopt Resolution No. 2022-004 to adopt the 2023 Budget and appropriate funds for 2023. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner Shrader, yes; Commissioner Brabaek, yes; Commissioner Marshall, yes; Commissioner Tuflly, yes; Commissioner Velarde, yes, and Commissioner Taggart, yes. The motion carries.

B. Peer-to-Peer Vehicle Sharing Concession Agreement

Approve the standard form Peer-to-Peer Vehicle Sharing Concession Agreement and authorize the Executive to approve individual agreements using this standard form in accordance with the April 19, 2022 Delegation of Authority.

Commissioner Brabaek made a motion to Approve the standard form Peer-to-Peer Vehicle Sharing Concession Agreement and authorize the Executive to approve individual agreements using this standard form in accordance with the April 19, 2022 Delegation of Authority. Commissioner Shrader seconded the motion. Voice Vote: All Ayes; motion carries.

C. Air Service Incentive Program Revisions

Adopt the proposed revisions to the Air Service Incentive Program.

Commissioner Brabaek made a motion to Adopt the proposed revisions to the Air Service Incentive Program. Commissioner Velarde seconded the motion. Voice Vote: All Ayes; motion carries.

D. 2023 CMT/GJRAA Professional Services Agreement

Approve the standard agreement for professional services with Crawford, Murphy, & Tilly, Inc. (CMT) for air service development consulting services and delegate authority to the Executive Director to authorize work under proposal up to \$90,000.

Commissioner Marshall made a motion to Approve the standard agreement for professional services with Crawford, Murphy, & Tilly, Inc. (CMT) for air service development consulting services and delegate authority to the Executive Director to authorize work under proposal up to \$90,000. Commissioner Shrader seconded the motion. Voice Vote: Commissioner Shrader, yes; Commissioner Marshall, yes; Commissioner Tufly, yes; Commissioner Velarde, yes; Commissioner Taggart, yes; Commissioner Brabaek, no; The motion carries.

IX. Discussion

- A. Q2 Catchment Study Update – Harrison Earl, CMT
- B. 2023 Board Meeting Calendar
- C. Rates and Charges

X. Staff Reports

- A. Executive Director Report (Angela Padalecki)
- B. Capital Improvement Plan Update (Colin Bible)
- C. Legal Update – Dan Reimer

XI. Any other business which may come before the Board

XII. Adjournment

The meeting adjourned at approximately 7:28pm

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

Clay Tufly, Board Vice Chairman

ATTEST:

Cameron Reece, Clerk to the Board