



Grand Junction Regional Airport Authority Board
Special Board Meeting
Meeting Minutes
October 16, 2018

REGULAR BOARD MEETING

I. Call to Order & Pledge of Allegiance.

Mr. Tom Benton, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on October 16, 2018 in Grand Junction, Colorado and in the County of Mesa.

<i>Commissioners Present:</i> Tom Benton, <i>Chairman</i> Chuck McDaniel, <i>Vice-Chairman</i> Erling Brabaek Clay Tuflly Ronald Velarde Rick Taggart <i>Airport Staff:</i> Angela Padalecki, <i>Executive Director</i> Victoria Hightower, <i>Clerk</i> Eric Trinklein Mark Papko Ben Peck Aaron Morrison Shelagh O’Kane	<i>Other:</i> Geoff Mohney, Mead & Hunt Colin Bible, Garver Shannon Kinslow, TOIL Jared Easterlin, Mead & Hunt Brad Rolf, Mead & Hunt
---	--

II. Pledge of Allegiance

Commissioner Brabaek stated that he has a conflict regarding item E. Vehicle Purchase, on the Consent Agenda, and requested for the item to be voted on separately.

Commissioner Benton stated that item E will be removed from the Consent Agenda and will be voted on separately.

Commissioner Taggart moved to approve the agenda as amended. Commissioner Tuflly seconded. Voice Vote. All Ayes. Commissioner Shrader is absent

III. Approval of Agenda

IV. Commissioner Comments

Commissioner Benton welcomed Ms. Sarah Menge, the Airport's new Director of Finance.

V. Citizen Comments

None.

VI. Consent Agenda

- A. September 4, 2018 Special Meeting Minutes
- B. September 18, 2018 Meeting Minutes
- C. Procurement Policy Amendment
- D. Delegation of Authority for nonaeronautical Subleases
- ~~E. Vehicle Purchase~~
- F. Award Carpet RFP
- G. Upgrade Controls for Airside Fuel Site
- H. P.A. Award

Commissioner Tufly moved for the Board to approve consent agenda items A-H and excluding E. Commissioner Taggart seconded. Voice Vote. All Ayes. Commissioner Shrader is absent

VIb. E. Vehicle Purchase

Commissioner Brabaek exited the room due to a conflict of interest with this item

Commissioner Tufly moved for the Board to approve item E. Vehicle Purchase. Commissioner Taggart seconded. Voice Vote. All Ayes. Commissioner Shrader is absent

VII. Action Items

- A. Scope of Work – Terminal Projects Construction Administration – Mead & Hunt

This scope of services is to provide professional services to support construction of the Terminal Improvements. Professional services include reviews of contract material documentation, project coordination, site visits, and payment applications.

Staff recommends that the Board approve the award of the Scope of Services for the Construction Administration Services for the Terminal Renovations to Mead and Hunt Architecture and authorize the Executive Director to sign the Scope of Work. Additionally, staff recommends that the Executive Director be authorized to make payments for work completed with a fixed fee of \$141,944.

Commissioner Tufly moved for the Board to approve action item A. Scope of Work – Terminal Projects Construction Administration – Mead & Hunt. Commissioner Brabaek seconded. Voice Vote. All Ayes. Commissioner Shrader is absent

B. Minimum Standards

The current Minimum Standards were created in 2000 with the last update taking place in July of 2005. Over the past year and with the help of our consultant, commercial operators, airport tenants, and general public, staff has completed multiple iterations of an updated Minimum Standards and General Provisions. It is at the recommendation of staff that the Board approve the new Minimum Standards and General Provisions.

Commissioner Tufly moved for the Board to approve the new Minimum Standards and General Provisions as amended and presented. Commissioner McDaniel seconded. Voice Vote. Five Ayes, Commissioner Brabaek: No, Commissioner Shrader is absent.

VIII. Discussion Item

A. Final Review-2019 Plan and Budget

Public Notice of Budget can be viewed at https://gjairport.com/Board_Meetings

IX. Staff Reports

- A. Director's report (Angela Padalecki)
- B. Financial/Activity report (Angela Padalecki)
- C. Operations report (Mark Papko)
- D. Facilities report (Ben Peck)
- E. Project report (Eric Trinklein)
- F. Contractor report (Colin Bible, Scott Cary, Geoff Mohney, Adam Shuler)

X. Any other business which may come before the Board

None.

XI. Adjournment

Commissioner Velarde moved for adjournment. Commissioner Tufly seconded. Voice Vote. All Ayes.

The meeting adjourned at 6:55PM.

Audio recording of the complete meeting can be found at https://gjairport.com/Board_Meetings

Tom Benton, Board Chairman

ATTEST:

Victoria Hightower, Clerk to the Board