

Walker Field Airport Authority

Minutes of the Regular Board Meeting

August 20, 2002

BOARD COMMISSIONERS PRESENT: Miles McCormack Steve Ammentorp
Bob McCormick Dennis Kirtland
Karen Berryman

AIRPORT STAFF PRESENT: Corinne Nystrom Dan Reynolds
David Anderson Ted Balbier
Charlie Novinskie

ALSO PRESENT: Gene Murphy of Washington Infrastructure Services, Inc.

I. CALL TO ORDER

The meeting was called to order at 5:17pm.

II. APPROVAL OF AGENDA

Vice Chairman McCormick moved to approve the Agenda. Commissioner Kirtland seconded. Voice vote: all ayes. Motion carried.

III. PUBLIC COMMENTS AND COMMUNICATIONS

There were no public comments or communications.

IV. CONSENT AGENDA

A. Minutes: July 16, 2002 Regular Board Meeting

B. Acknowledgement of Receipt of June, 2002 Financial Statements

On the Statement of Operations, year to date operating revenues are 18.6% higher than budgeted and year to date operating expenses are 8.2% lower than budgeted. The net result is an income to retained earnings balance that is \$362,785 higher than budgeted year to date. The income to retained earnings reflects revenues of approximately \$179,000 for security/law enforcement cost reimbursements from

the Airport Improvement Program (AIP-25) and the Transportation Security Administration (TSA).

Rental cars, aviation fuel tax, non-military governmental operations (leases and landing fees), airline, and parking revenues exceeded budget projections (year to date). Close monitoring of expenses during the month resulted in year to date operating expenses that are less than what was budgeted.

On the Balance Sheet, non-restricted cash/investments increased 5.5%, which corresponded with the receipt of security/law enforcement cost reimbursements. Accounts payable decreased \$58,636, reflecting the payment of several large vendor invoices, and PFC funds increased \$13,419 with continued program collections. Land, Buildings, and Equipment increased \$174,585 with expenditures towards the airfield lighting equipment building/runway end identifier lights project and preliminary work on the terminal building boarding area expansion project.

Overall, June indicated favorable financial performance for the Authority.

Commissioner Kirtland inquired if there were any delinquent accounts receivable accounts to report to the Board per the Authority's Accounts Receivable Policy. Staff responded that per the revised Policy, there were no accounts to report to the Board at this time.

C. Supplementary Agreement with Van Sant Group for Design Engineering and Project Administration for Structural Repairs to Terminal Building West Support Column

The proposed Supplementary Agreement with Van Sant Group includes services for mechanical design and engineering to repair a failing support column in the west portion of the passenger terminal building. The Board had previously approved MGA Structural Engineers, Inc. of Colorado Springs to perform this work, but MGA was not willing to agree to all of the provisions in the Authority's boilerplate agreement. Therefore, Van Sant Group has agreed to coordinate the work, using MGA as a sub-contractor. The proposed fee for Van Sant Group's services is \$4,500 (this is the same amount that was authorized previously for MGA).

Staff recommended that the Board approve and authorize the Airport Manager to sign the Supplementary Agreement with Van Sant Group for the design, engineering, and project administration for the repairs to the terminal building west support column.

D. Federal Aviation Administration Grant Agreement for Airport Improvement Program Project No. 3-08-0027-23: Acquisition of Index 'B' Aircraft Rescue and Firefighting Vehicle

The Airport Authority has submitted applications for federal assistance in the form of Airport Improvement Program (AIP) entitlement grants, including an application for Project No. 3-08-0027-23: Acquisition of Index "B" Aircraft Rescue and Firefighting Vehicle. The Federal Aviation Administration (FAA) has

approved the application and is prepared to enter into a Grant Agreement for this project in the amount of \$320,000.

Staff recommended that the Board approve and authorize the Chairman to sign AIP Grant Agreement No. 3-08-0027-23.

E. Bid Award and Contract Agreement for Airport Improvement Program Project No. 3-08-0027-23: Acquisition of Aircraft Rescue and Firefighting Vehicle

The Authority advertised for bids for the acquisition of a new Index "B" 1,500 gallon Aircraft Rescue and Firefighting (ARFF) Vehicle as part of AIP Project No. 3-08-0027-23 (AIP-23). Two (2) manufacturers responded with bids. The low bidder was Oshkosh Truck Corporation.

Staff recommended that the Board approve Oshkosh Truck Corporation's bid of \$487,002 and authorize the Chairman to sign the contract agreement with Oshkosh Truck Corporation for delivery of an Index "B" ARFF vehicle pending FAA concurrence and approval of the AIP-23 Grant Agreement.

F. Contractors Agreement with Visionics Corporation for Airport Improvement Program Project No. 3-08-0027-24: Acquisition of Electronic Fingerprinting System

At the July, 2002 Regular Board Meeting, the Board approved a bid by Visionics Corporation to provide an electronic fingerprinting system to the Authority. The Contractor's Form Contract was signed by the Chairman and forwarded to Visionics Corporation. Visionics' insurance company disagreed with a specific provision within the agreement pertaining to rights of recovery.

Visionics requested that Section 9 of the Contract be deleted and replaced with the following: "Waiver of Rights of Recovery endorsement applies to General Liability as respects installation of fingerprint technology between *(insert dates of three-day installation period)*. Waiver of Rights of Recovery does not apply to WFAA sole negligence."

The proposal was sent to Authority Attorney Mike Grattan for his comments. In a letter to the Authority, Attorney Grattan stated that if the Board amends the Contract by deleting the original provision and adopting the proposed language, the protection that the Authority gives up is relatively small. Attorney Grattan further stated that the proposed language "is reasonable."

Staff recommended that the Board amend the Contractor's Form Contract with Visionics Corporation by amending Section 9 and adopting the proposed language instead.

G. Non-Exclusive Utility Easement to Public Service Company of Colorado for Airfield Lighting Equipment Building

The construction of the airfield lighting equipment building (part of the AIP-22 project) includes a transformer and installation of underground power lines. The

project is located between the air traffic control tower and Blue Angel Lane. Due to the irregular shape of the easement and the difficulty in relocating the power line, the exact location of the easement could not be determined until completion of the project. The project is now completed, and Public Service Company of Colorado (PSCO) requested an easement for the electric line location and transformer building. The standard Public Service Company of Colorado easement form would be used.

Staff recommended that the Board approve the non-exclusive utility line easement and authorize the Chairman to sign the easement form on behalf of the Airport Authority, contingent on the non-exclusive easement being recorded by PSCO at the Mesa County Clerk and Recorder's Office.

Commissioner McCormack moved to approve the Items on the Consent Agenda. Vice Chairman McCormick seconded. Voice Vote: all ayes. Motion carried.

V. ACTION ITEMS

A. WFAA Change of Broker of Record and Anniversary Date of Health Insurance Plan

At the July, 2002 Regular Board Meeting, the Board approved the changeover of the Authority's existing health insurance plan to the Rocky Mountain Health Plans (RMHP- formerly Rocky Mountain HMO) FITT Single Track B/\$100 (20,30,50%) plan with an effective date of October 1, 2002 and an anniversary date of January 1st. Since then, Staff researched several health insurance options with the assistance of Home Loan Investment Company.

Based on the premiums, benefit offerings, and plan structure, Staff recommended maintaining the existing selection of the RMHP FITT Single Track B/\$100 (20,30,50%) plan. However, the Authority and Staff can save approximately 6% in premium costs if the changeover takes place on September 1st with that date also being the new anniversary date.

Additionally, the Authority currently contracts directly with RMHP for health insurance coverage. Home Loan Investment Company, as the Authority's commercial package and general liability insurance broker, has offered to analyze health insurance options for the Authority on an annual basis. To initiate this process, the Authority would need to provide RMHP with a "change of broker of record" letter indicating the selection of Home Loan Investment Company. The premiums for individual RMHP insurance products are the same regardless of whether the Authority contracts with Home Loan Investment Company or directly with RMHP.

Because of the availability of independent review of various health insurance options, Staff recommended that the Board approve changing the broker of record for the Authority's health insurance from RMHP to Home Loan Investment Company. Additionally, Staff recommended that the Board approve the changeover to the RMHP FITT Single Track B/\$100 (20.30,50%) plan effective

September 1st (with that date also being the new anniversary date) and authorize the Airport Manager to sign any necessary documents to effect these changes.

Commissioner Kirtland moved to approve changing the broker of record for the Authority's health insurance from RMHP to Home Loan Investment Company and approve the changeover to the RMHP FITT Single Track B/\$100 (20.30,50%) plan effective September 1st (with that date also being the new anniversary date) and authorize the Airport Manager to sign any necessary documents to effect these changes. Vice Chairman McCormick seconded the motion. Voice vote: all ayes. Motion carried.

B. Request for Approval and Appropriation of Funding for Additional FY 2002 Expenses and Capital Items

Staff bases recommendations for the appropriation of additional funds during the year on the projected amounts of favorable operating revenue and expense variances and their relationship to the targeted non-restricted cash/cash reserves balance. In addition to the items listed in the Executive Summary (\$178,500 total), Manager Nystrom requested that an additional \$20,000 for the construction of the aircraft run-up area be included, with a revised total requested appropriations amount of \$198,500.

Vice Chairman McCormick inquired if the additional amount for the run-up area is needed because of additional excavation. Manager Nystrom responded that because of aircraft tail height restrictions, the run-up area needs to be located at Taxiway A-7, instead of A-6. Additionally, the taxiway extension (connecting the existing taxiway to the run-up area) will need to be larger than what was originally planned.

Commissioner Kirtland asked if construction management services would be needed for the various projects. Manager Nystrom noted that these services would probably not be needed for the AIP projects because the Authority already contracts with an architectural firm and an engineering firm for project management. However, such services may be needed for some of the upcoming proposed terminal building projects due to limited Authority Staff resources.

Commissioner Berryman inquired if the "down" escalator would be relocated during the passenger terminal building "Floor Rehabilitation Project." Staff responded that the requested appropriation does not include the relocation of the existing escalator. The project will include foundation repair, tile work, concrete, and water pipe repair/relocation.

Vice Chairman McCormick asked when terminal building restaurant area renovations would commence. Staff stated that the renovations would be part of a future project appropriations request. They noted that the first goal is to have the passenger security screening area relocated/reconfigured and to relocate the gift shop. Once that is completed, the next phase will include renovations to the restaurant area.

Because of the favorable revenue and expense variances, including the receipt of reimbursements for law enforcement services and security costs, Staff recommended the appropriation of \$198,500 for projects specified within the

Executive Summary, including an additional \$20,000 for the “Aircraft Run-Up Area Project.”

Vice Chairman McCormick moved to approve and appropriate \$198,500 for the expenses and capital items listed on the Executive Summary presented to the Board, including the additional \$20,000 for the “Aircraft Run-Up Area Project.” Commissioner Berryman seconded. Voice Vote: all ayes. Motion carried.

C. Federal Aviation Administration Grant Agreement for Airport Improvement Program Project No. 3-08-0027-24: Terminal Building Boarding Area Renovations, General Aviation Area Site Development, and Acquisition of Electronic Fingerprinting System

The Authority submitted applications for federal assistance in the form of Airport Improvement Program (AIP) entitlement grants, including an application for Project No. 3-08-0027-24: Terminal Building Boarding Area Renovations, General Aviation Area Site Development, and Acquisition of Electronic Fingerprinting System. The Federal Aviation Administration (FAA) has approved the application and is prepared to enter into a Grant Agreement for this project in the amount of \$900,000.

Vice Chairman McCormick asked for clarification regarding the re-alignment of Landing View Lane. Manager Nystrom responded that the Landing View Lane re-alignment is listed as a separate schedule within AIP-26, and will be coordinated with the overall air cargo facility project, including the possible acquisition of additional property for the project.

Vice Chairman McCormick inquired whether any portions of the AIP-24 project would be funded with passenger facility charges (PFCs). Manager Nystrom commented that the AIP-24 projects would be funded entirely with FAA AIP and Authority funds. However, additional terminal building improvements that will be coordinated with AIP-24 will be funded with PFC funds. The PFC portion of the terminal building projects will be expansion of the passenger boarding area and the acquisition of aircraft passenger loading bridges.

Vice Chairman McCormick asked if the AIP projects are subject to the requirements contained within the Davis-Bacon Act. Manager Nystrom responded affirmatively. Vice Chairman McCormick inquired if the contractors had to certify that they comply with Davis-Bacon requirements. Staff stated that the Authority’s engineering firm and Authority Staff verify that the contractors meet the requirements.

Commissioner Berryman inquired as to the timeline for the AIP-24 projects. Manager Nystrom responded that if the Board awards the bid for this project at tonight’s Board meeting, and if the City and County approve the AIP Grant Agreements and Supplemental Co-Sponsorship Agreements, then construction could start in late September.

Vice Chairman McCormick asked how the construction of the new restrooms would be coordinated with the demolition of the old restrooms. Staff noted that

the contractor will try to have at least the new or the old restrooms operational during all phases of the project.

Staff recommended that the Board approve and authorize the Chairman to sign AIP Grant Agreement No. 3-08-0027-24.

Commissioner Berryman moved to approve and authorize the Chairman to sign AIP Grant Agreement No. 3-08-0027-24. Vice Chairman McCormick seconded. Voice vote: all ayes. Motion carried.

D. Bid Award and Contract Agreement for Airport Improvement Program Project No. 3-08-0027-24: Terminal Building Boarding Area Renovations

The Authority advertised for bids for terminal building renovations as a part of Airport Improvement Program Project No. 3-08-0027-24 (AIP-24), including passenger boarding area restroom relocation, installation of windows along the west boarding area wall, and structural repairs. Three (3) bids were received for this project. The low bid was from Dyer Construction in the amount of \$171,919. The Airport Authority's portion of the cost for this project will be \$17,192.

Staff recommended that the Board approve Dyer Construction's bid of \$171,919 and authorize the Chairman to sign the contract agreement with Dyer for the terminal building boarding area renovations pending FAA concurrence and approval of the grant agreement. Additionally, Staff recommended that the Board authorize the Chairman to sign all change orders in excess of \$10,000 and authorize the Airport Manager to sign all change orders less than \$10,000, pending FAA approval of all change orders, for an amount not to exceed 15% of the total grant amount.

Commissioner Kirtland moved to approve Dyer Construction's bid of \$171,919 and authorize the Chairman to sign the contract agreement with Dyer for the terminal building boarding area renovations pending FAA concurrence and approval of the grant agreement. He also moved to authorize the Chairman to sign all change orders in excess of \$10,000 and authorize the Airport Manager to sign all change orders less than \$10,000, pending FAA approval of all change orders, for an amount not to exceed 15% of the total grant amount. Commissioner McCormack seconded. Voice vote: all ayes. Motion carried.

E. Amendment No. 9 to Contract with Washington Infrastructure Services, Inc. for Design and Engineering Services for Airport Improvement Program Project No. 3-08-0027-24: General Aviation Site Development

This proposed contract amendment with Washington Infrastructure Services (WIS) is for the design and engineering of the general aviation area expansion in the Runway 4/22 area. The expansion site is outlined by Eagle Drive, Heritage Way, and Navigators Way. The scope of work includes site prep, security fencing, and the extension of Taxilane C-1A to the west. It also includes field engineering and project oversight.

Because this project will include Airport Improvement Program (AIP) funding, the engineering and project administration must meet all FAA requirements, including

specific design standards for construction, Disadvantaged Business Enterprise (DBE) Program specifications, Exhibit "A" update, scope of work, design report, minimum wage rates, and other items.

WIS fees for this project are \$99,060. Engineering fees are eligible for 90% AIP reimbursement as part of the overall project cost. The total cost to WFAA is \$9,906.

Commissioner Berryman asked what type of fencing would be included in the project. Staff responded that 8' security fencing would be installed around the perimeter of the expanded area.

Staff recommended that the Board approve and authorize the Chairman to sign Amendment No. 9 to the Washington Infrastructure Services, Inc. contract, with a not to exceed amount of \$99,060, pending FAA concurrence and receipt of federal funds through the AIP grant program.

Vice Chairman McCormick moved to approve and authorize the Chairman to sign Amendment No. 9 to the Washington Infrastructure Services, Inc. contract, with a not to exceed amount of \$99,060, pending FAA concurrence and receipt of federal funds through the AIP grant program. Commissioner McCormack seconded. Voice vote: all ayes. Motion carried.

F. Services Agreement with Kumar and Associates for Airport Improvement Program Project No. 3-08-0027-24: General Aviation Site Development Soils Testing

Kumar & Associates has been tasked with providing general soils investigation services in coordination with Washington Infrastructure Services, the primary engineer for the general aviation site development project. This otherwise boilerplate Services Agreement was presented to the Board for consideration due to the additional provisions required by the FAA for federal grant projects. These provisions include Civil Rights requirements, "buy American materials," federally mandated wage rates, and adherence to other requirements. The fees for these services are \$6,870. These fees are eligible for 90% federal reimbursement under the Airport Improvement Program (AIP-24). Total cost to the Authority is \$687.

Staff recommended that the Board approve and authorize the Airport Manager to sign the Services Agreement with Kumar & Associates for the general aviation site development soils testing in the amount of \$6,870 pending FAA concurrence and receipt of federal funds through the AIP grant program.

Commissioner Berryman moved to approve and authorize the Airport Manger to sign the Services Agreement with Kumar & Associates in the amount of \$6,870, pending FAA concurrence and receipt of federal funds through the AIP grant program. Commissioner Kirtland seconded. Voice vote: all ayes. Motion carried.

G. Services Agreement with Rolland Engineering for Surveying and Topographical Services for Airport Improvement Project No. 3-08-0027-24: General Aviation Site Development

Rolland Engineering has been tasked with providing general topographical and surveying services for the general aviation site development project in coordination with Washington Infrastructure Services, the primary engineer for this project. This otherwise boilerplate Services Agreement was presented to the Board for consideration due to the additional provisions required by the FAA for federal grant projects. These provisions include sections on Civil Rights requirements, "buy American materials," federally mandated wage rates, and adherence to other requirements. The fees for these services are \$4,500. These fees are eligible for 90% federal reimbursement under the Airport Improvement Program (AIP-24). The cost to the Authority will be \$450.

Staff recommended that the Board approve and authorize the Airport Manager to sign the Services Agreement with Rolland Engineering in the amount of \$4,500, pending FAA concurrence and receipt of federal funds through the AIP grant program.

Commissioner Kirtland moved to approve and authorize the Airport Manager to sign the Services Agreement with Rolland Engineering in the amount of \$4,500, pending FAA concurrence and receipt of federal funds through the AIP grant program. Commissioner Berryman seconded. Voice vote: all ayes. Motion carried.

H. Bid Award and Contract Agreement for Airport Improvement Program Project No. 3-08-0027-24: General Aviation Site Development

The Authority advertised for bids for the general aviation site development project, including area site prep and Taxilane C1-A extension as a part of the Airport Improvement Program (AIP-24) project. This project also includes an engineered retaining wall to be installed from Navigators Way to Aviators Way. Three (3) bids were received for the project. The apparent low bidder was American Civil Contractors at \$579,895. However, Staff is working with ACC to ensure that ACC meets the FAA AIP grant program required Disadvantaged Business Enterprise (DBE) goals of 2.6%, as set forth in the bid documents.

Vice Chairman McCormick inquired what is included within a "good faith effort" regarding the DBE program. Staff responded that a contractor can evidence a "good faith effort" even if it is unable to find a specified amount of certified DBE subcontractors to perform some of the project work. The contractor must provide documentation that it contacted DBEs and sought the DBEs' participation in the project. ACC's bid will now be sent to the FAA for concurrence.

Vice Chairman McCormick asked if Staff felt comfortable with ACC's references. Staff responded that they did. ACC is in the process of expanding its operations to the Western Slope of Colorado, has performed work in Vail, and is certified with the Colorado Department of Transportation.

Commissioner McCormack inquired about how this project will tie-in with the design and aesthetics goals for structures and improvements to this portion of the

general aviation area. Manager Nystrom stated that Staff would be meeting with the tenants in that area to obtain their input regarding this issue and to develop objective design specifications.

Staff recommended that the Board approve American Civil Contractor's bid of \$579,895, its "good faith effort," and authorize the Chairman to sign the contract agreement for the general aviation site development project as a part of AIP-24, pending FAA concurrence.

Vice Chairman McCormick moved to approve American Civil Contractor's bid of \$579,895, its "good faith effort," and authorize the Chairman to sign the contract agreement for the general aviation site development project as part of AIP-24, pending FAA concurrence. Commissioner Kirtland seconded. Voice vote: all ayes. Motion carried.

I. Federal Aviation Administration Grant Agreement for Airport Improvement Program Project No. 3-08-0027-26: Design and Engineering for Air Cargo Facility Site Preparation and Relocation of Landing View Lane; and Design for FAR Part 1542: Security Access and Closed Circuit Television Systems

The Authority submitted applications for federal assistance in the form of Airport Improvement Program (AIP) entitlement grants, including an application for AIP Project No. 3-08-0027-26: Design and Engineering for Air Cargo Facility Site Preparation and Relocation of Landing View Lane; and Design for FAR (TSAR) Part 1542: Security Access and Closed Circuit Television Systems. The Federal Aviation Administration (FAA) has approved the application and is prepared to enter into a Grant Agreement for this project in the amount of \$430,000.

As a separate item, Commissioner McCormack inquired if "command lighting" will be included within the aircraft rescue and firefighting (ARFF) vehicle specifications as a part of the AIP-23 project. Staff noted that "command lighting" is not eligible for reimbursement as a part of the AIP project. However, "command lighting" can be added to the vehicle at a cost to the Authority of approximately \$8,000. The lighting can be added as the vehicle is being built.

Commissioner McCormack moved to appropriate \$10,000 for additional lighting to be installed on the aircraft rescue and firefighting vehicle. Vice Chairman McCormick seconded. Voice vote: all ayes. Motion carried.

Staff recommended that the Board approve and authorize the Chairman to sign AIP Grant Agreement No. 3-08-0027-26.

Commissioner Kirtland moved to approve and authorize the Chairman to sign AIP Grant Agreement No. 3-08-0027-26. Commissioner Berryman seconded. Voice vote: all ayes. Motion carried.

J. Supplemental Co-Sponsorship Agreement with Mesa County and City of Grand Junction for Federal Aviation Administration Grant Agreements for Airport Improvement Program Project Nos. 3-08-0027-23, 3-08-0027-24, and 3-08-0027-26

The Authority submitted applications for federal assistance in the form of Airport Improvement Program (AIP) entitlement grants for AIP-23, 24, and 26. The FAA has approved these applications. As a part of each Grant Agreement, the FAA requires that the Authority, the City of Grand Junction, and Mesa County enter into a Supplemental Co-Sponsorship Agreement that further outlines each entity's commitment to adhere to the requirements of the Grant Agreement and to utilize appropriate land use planning and zoning that is compatible with the airport.

Only one (1) Supplemental Co-Sponsorship Agreement is needed for the three (3) grants. Consideration of the Grant Agreements and Supplemental Co-Sponsorship Agreement is scheduled at the City Council meeting on September 4th and the County Commissioners meeting on September 9th.

Staff recommended that the Board approve and authorize the Chairman to sign the Supplemental Co-Sponsorship Agreement for AIP-23, 24, and 26.

Commissioner McCormack moved to approve and authorize the Chairman to sign the Supplemental Co-Sponsorship Agreement for AIP-23, 24 and 26. Commissioner Kirtland seconded. Voice vote: all ayes. Motion carried.

K. Amendment No. 10 to Contract with Washington Infrastructure Services, Inc. for Design and Engineering Services for Airport Improvement Program Project No. 3-08-0027-26: Engineering and Design for Landing View Lane Relocation and Air Cargo Facility Site Preparation; Design for FAR Part 1542: Security Access and Closed Circuit Television Systems

This proposed Amendment with Washington Infrastructure Services, Inc. (WIS) is for the design only of: 1) air cargo site development, including the relocation of Landing View Lane, site prep, drainage, fencing, and concrete and asphalt design; and 2) security access and closed circuit TV system for the terminal building and Security Identification Display Area (SIDA). Because federal Airport Improvement Program (AIP) funds will be used for this project, the engineering and project administration must meet all FAA requirements, including specific design standards for construction, Disadvantaged Business Enterprise program, Exhibit "A" update, scope of work, design report, minimum wage rates, and other requirements.

The total not to exceed fees for this Amendment are \$480,000. Engineering fees are eligible for 90% AIP reimbursement as a part of the overall project cost. The total cost to the Authority will be \$48,000. Engineering fees for these projects are submitted for an independent review as required by the FAA, further negotiated by the Authority, and the results submitted to the FAA for final concurrence.

Staff recommended that the Board approve and authorize the Chairman to sign Amendment No. 10 to the Contract with Washington Infrastructure Services, Inc.,

with a not to exceed amount of \$480,000 pending FAA concurrence and receipt of federal funds through the AIP Grant program.

Commissioner Kirtland moved to approve and authorize the Chairman to sign Amendment No. 10 to the Contract with Washington Infrastructure Services, Inc., with a not to exceed amount of \$480,000 pending FAA concurrence and receipt of federal funds through the AIP Grant program. Commissioner Berryman seconded. Voice vote: all ayes. Motion carried.

L. Supplementary Agreement with Van Sant Group for Architectural, Design, Engineering, and Project Administration Services: 1) Aircraft Loading Bridge Acquisition and Terminal Building Concession Space Renovations

This proposed Supplementary Agreement with the Van Sant Group includes design and engineering services, as well as project administration for the acquisition of two (2) new aircraft loading bridges (Passenger Facility Charge program project) and terminal building concession space renovations. Fees for Van Sant Group's services for these projects will be \$37,500.

Vice Chairman McCormick inquired if the loading bridges will be permanently affixed to the gates or if they are temporary units. Staff answered that the loading bridges will be permanently installed to the new gates.

Staff recommended that the Board approve and authorize the Chairman to sign the Supplementary Agreement with Van Sant Group for architectural, design, engineering, and project administration services for terminal building concession space renovations and acquisition of aircraft loading bridges in the amount of \$37,500.

Vice Chairman McCormick moved to approve and authorize the Chairman to sign the Supplementary Agreement with Van Sant Group for architectural, design, engineering, and project administration for terminal building concession space renovations and for the acquisition of aircraft loading bridges in an amount not to exceed \$37,500. Commissioner McCormack seconded the motion. Voice vote: all ayes. Motion carried.

VI. DISCUSSION ITEMS

A. Proposed Amended Fees and Charges For Walker Field Airport

At the June and July, 2002 Board Workshops, information was provided regarding the performance of Walker Field Airport's eight (8) existing cost centers. The results of the analyses indicated that five (5) of the cost centers are financially self-sustaining and three (3) cost centers (Airfield-Public Use, Terminal Building-Aeronautical, and Runway 4/22 Leases) operated at a deficit during FY 2001. The largest deficit was incurred in the "Airfield-Public Use" cost center.

Staff performed an in-depth review of the Airfield-Public Use cost center and calculated that this cost center would breakeven in 2009 based on the projected growth rate in aircraft operations and the current mix of aircraft. To possibly

increase the time frame in which this cost center breaks even, Staff developed two (2) options—breakeven in 2005 or 2007.

In addition to the existing Consumer Price Index (CPI-U) adjustments, to breakeven in 2005 would require increasing landing fees and general aviation fuel flowage fees approximately 5.0% annually. To break even in 2007, the increases would need to be approximately 1.4%.

Staff recommended that the Authority consider implementing a strategy to breakeven in the Airfield-Public Use cost center by 2007, with an emphasis on adjusting the commercial aircraft landing fees and general aviation fuel flowage fees. The Board concurred with the plan. Staff will contact airport tenants and users regarding the plan to obtain their input regarding the plan, and present additional information for review and discussion at the September, 2002 Regular Board Meeting.

VII. BOARD COMMITTEE REPORTS

There were no Board Committee reports.

VIII. AIRPORT MANAGER'S REPORT

Aircraft Run-Up Area

The FAA recently notified the Authority of its concerns regarding height restrictions associated with the aircraft run-up area to be constructed north of Runway 11/29. Because of the restrictions, Staff is proceeding with changing the location of the run-up area from Taxiway A-6 to A-7. Additionally, the taxiway connector from the runway to the run-up apron will be extended by approximately 100 feet. The Authority is hoping to "fast track" these changes and secure final FAA approval since the construction contract has already been bid and awarded to United Companies.

Terminal Building Renovations Update

Staff provided the Board with a revised conceptual drawing of the proposed terminal building 2nd floor expansion and renovations project that includes the construction of Transportation Security Administration (TSA) offices above the 3rd and 4th airline ticket offices (ATOs), relocation of the "down" escalator, and construction of a 2nd floor east mezzanine area that can be used for additional meeters and greeters space and for small concessions. Additionally, proposed projects include an observation area between Two Rivers Pilot Supply and the new Transportation Security Administration offices that would be accessed directly from the mezzanine area. The observation area would provide a vantage point for the public to watch aircraft operations.

Vice Chairman McCormick recommended that the public be informed of the proposed projects, including the status and purposes of the projects and how the construction will impact the customers and visitors to the airport. Commissioner Berryman commented that the projects should be emphasized as being positive changes for the airport.

Vice Chairman McCormick requested a timeline for the projects so that they can properly respond to inquiries. Additionally, he asked how the Authority would respond to a security-related customer service issue, such as the level of service encountered at the passenger security screening checkpoint. Manager Nystrom responded that the Transportation Security Administration has a Federal Security Director stationed here at Walker Field to respond to customer service concerns at the security screening checkpoint.

IX. OTHER ITEMS

Off-Airport Flight Instructors

Vice Chairman McCormick inquired if the Authority had received responses from any off-airport flight instructors regarding the Authority's Minimum Standards requirements. Staff responded that they had mailed approximately 250 notices, but they have not received any responses.

September Board Workshop

Staff recommended discussing rental car concessions at the September Board Workshop.

City of Grand Junction Calendar

Commissioner Berryman commented that the City of Grand Junction Calendar lists the Authority Board Meetings as being held on Thursday evenings. Staff responded that they would contact the City to ensure that the correct meeting times are listed.

X. ADJOURNMENT

There being no further business to come before the Board, Commissioner McCormack moved to adjourn. Vice Chairman McCormick seconded. Unanimously carried.

The meeting was adjourned at 7:23 p.m.

APPROVED AND ADOPTED THE _____ DAY OF _____, 2002.

Signature on-File

Steve Ammentorp, Chairman

ATTEST:

Signature on-File

David J. Anderson, Clerk