

Walker Field Airport Authority

Minutes of the Regular Board Meeting

March 21, 2000

BOARD COMMISSIONERS PRESENT: Miles McCormack Craig Springer
Steve Ammentorp Ken Sublett
Mike Sutherland Gary Morris

AIRPORT STAFF PRESENT: Corinne Nystrom Gary Mancuso
David Anderson Ted Balbier
Charlie Novinskie John Thomas

Also Present: Mr. Joseph Marie of Federal Express, Herman Allmaras of Plane Storage, Kirk Rider of Younge & Hockensmith, Rodney Armstrong of Lone Eagle Aviation, Tom Hall of W.R. Hall Construction, Ron Rouse of Colorado Airlines, and Angie Sidwell of Larry Cobb & Associates.

I. CALL TO ORDER

Vice-Chairman Sutherland called the meeting to order at 5:17p.m.

II. APPROVAL OF AGENDA

Vice-Chairman Sutherland asked for additions or changes to the published Agenda. Staff asked that Action Items A and G be removed. Staff also asked that an Action Item, Agreement and Supplemental Agreement with Van Sant Group, be added. Also, Staff requested the addition of a Discussion Item pertaining to Dave Fishell and the History of Walker Field book. A motion was made by Commissioner Sublett to approve the Agenda as amended and was seconded by Commissioner Springer. The voice vote was all ayes. Motion carried.

III. PUBLIC COMMENTS AND COMMUNICATIONS

There were no public comments or communications.

IV. CONSENT AGENDA

A. Minutes: February 15, 2000 Regular Board Meeting

B. Acknowledgement of Receipt of Accounts Receivable Report

C. First Addendum to Use & Lease Agreement for Passenger Terminal Building with Jo Ann Smith d.b.a. Open Range Gift Shop and Newsstand

Staff provided the Board with a copy of a First Addendum to the non-exclusive Use and Lease Agreement with the Open Range Gift Shop and Newsstand in the Terminal Building. The First Addendum amends the term of the Use and Lease Agreement to provide for one (1) term of five (5) years beginning April 1, 2000 and expiring March 31, 2005 with no extensions.

Staff recommended that the Board approve the First Addendum to the non-exclusive Use and Lease Agreement with Open Range Gift Shop and Newsstand and requested that the Chairman be authorized to sign the Addendum on behalf of the Authority.

D. Agreement with Dale A. Wright and Marvin E. Trumbo d.b.a. Cowboy Carriers for Parking Baggage Transport Trailers

Staff presented the Board with an Agreement with Cowboy Carriers to park its vehicles in an area south of the rental car parking area. The period of the agreement is from February 1, 2000 until April 15, 2000 with no extensions. The amount paid to the Airport Authority will be \$8.73 per month.

Commissioner Springer asked Staff about attorneys' fees versus income derived from this Agreement. Staff responded by stating that the Authority now has a standard Ground Lease Agreement that will reduce the review of leases in the future.

Staff recommended that the Board approve the Agreement and requested that the Chairman be authorized to sign the Agreement on behalf of the Authority.

E. Resolution No. 2000-005: Financing Agreement with Norwest Bank for Construction of Aircraft Rescue Firefighting/Snow Removal Equipment Facility

Staff recommended that the Board approve and that the Chairman be authorized to sign Resolution No. 2000-005 securing financing with Norwest Bank for the construction of the ARFF/SRE Facility. Vice Chairman Sutherland read the Bond description into the record:

A Resolution relating to the issuance of the Walker Field, Colorado, Public Airport Authority, Enterprise Revenue Notes, Series 2000, in the principal amount of \$500,000. For the purpose of constructing, equipping, and improving the Airport; providing for the pledge of revenues of the Airport Authority; providing for the form of note and other details and covenants with respect thereto; repealing all resolutions in conflict therewith; and ratifying all action heretofore taken in connection therewith.

F. Resolution No. 2000-006: Amended Fees & Charges for the Walker Field Airport, Grand Junction, Colorado

Staff presented the Board with an amended Fees and Charges policy for Walker Field Airport. The document applies to all airport operators and users.

Staff recommended that the Board approve and that the Chairman be authorized to sign Resolution No. 2000-006: Amended Fees and Charges for the Walker Field Airport, Grand Junction, Colorado.

Consent Agenda Items E and F are Resolutions and therefore required a roll call vote. Commissioner McCormack moved to approve the Consent Agenda. The motion was seconded by Commissioner Sublett. Roll was taken: all ayes.

V. ACTION ITEMS

A. Ground Lease Agreement with Gerald B. Feather, Esq.

Staff requested that this item be removed from the Agenda.

B. Ground Lease Agreement with Tom Hall and Ron Rouse (Lessee)

Staff reported that Lessee proposes to initially construct a 60 foot by 80 foot hangar in the Runway 4/22 development area south of Taxiway C1A on parcels F, G, and H. In addition, Lessee requests that the width of the three parcels be increased from 115 feet to 180 feet on the east, subject to a survey provided by Lessee at Lessee's expense. Lessee will conduct Part 135 air taxi operations, aircraft repair services, aircraft storage, and fueling on planes owned or leased by Lessee in addition to incidental commercial aeronautical activities as authorized. Lessee's future plans include exploring the option of becoming a Fixed Based Operator and constructing a fuel farm on the site, subject to Airport Authority approval. This Agreement is prepared on the newly adopted Ground Lease Agreement form.

Vice Chairman Sutherland inquired into the insurance requirements. Staff reported that they are reviewing the insurance requirements. Commissioner Springer asked if any of the leasehold boundaries in the Lease Agreement would cause difficulties in the future. Staff reported that they were not expecting any problems since no one parcel would be landlocked by any other tenant.

Staff recommended approval of the Ground Lease Agreement and widening of the lot, contingent upon the Airport Authority's receipt of Lessee's F.A.A. Part 135 Certificate, security deposit, site survey, approved FAA form 7460-1, and proof of insurance. Staff requested that the Chairman be authorized to sign the Agreement on behalf of the Authority.

A motion was made by Commissioner Springer to approve the Agreement with the contingencies noted. Seconded by Commissioner Sublett. A voice vote was taken with all ayes.

C. Resolution No. 2000-007: Standard Easement Deed and Agreement for Public Utility Providers

Staff reported that in order to expedite and standardize the procedure by which an easement is granted to public utility providers at Walker Field Airport, Staff and Authority Attorney Mike Grattan have prepared a standard Easement Deed and Agreement to be used from this point forward.

Staff recommended the Board approve and the Chairman be authorized to sign Resolution No. 2000-007.

A motion was made by Commissioner Sublett that Resolution No. 2000-007: Standard Easement Deed and Agreement for Public Utility Providers be adopted by the Board and that the Chairman be authorized to sign this document on behalf of the Authority. The motion was seconded by Commissioner Morris. A roll call vote was taken. All ayes. Motion carried.

D. Intergovernmental Agreement for Cooperative Aid Between Fire Departments

Staff reported that as part of assisting other agencies throughout the area, an Intergovernmental Agreement for Cooperative Aid was developed to assist emergency responders, i.e. for the use of equipment from other fire departments if needed. This Agreement is among all the fire departments in Mesa County. The purpose of the Agreement is to enhance the fire & EMS response throughout the valley. By the Authority being a party to this Agreement, it will strengthen the unity of the local fire response not only throughout the County, but at Walker Field as well.

The Authority is not required to participate in this Agreement by the FAA. However, Staff recommended the Authority be a party to the Agreement and to authorize the Public Safety Manager to sign the Agreement as a representative of the Airport Authority. Vice Chairman Sutherland asked what agency had drafted the document. Staff did not know, other than the agreement was a countywide document.

Commissioner Morris inquired as to what liability the Airport Authority would incur by signing the agreement. Staff noted that the Authority Attorney would review the document as it pertains to liability.

Commissioner Morris made a motion that the Airport Authority sign the Agreement subject to the Authority Attorney reviewing and approving the Agreement as it applies to Authority liability. The motion was seconded by Commissioner Ammentorp. The voice vote was all ayes. Motion carried.

E. Bid Award for Graphic Design Services

Staff reported that the Authority advertised for graphic design services. Two firms submitted proposals. Graphic design services would involve the design and production of Airport Authority literature for marketing and advertising purposes. Graphic design would also include

prep work for any print advertising including the outputting of film and/or providing files on storage devices suitable for an outside printing agency.

Based on interviews conducted and information provided by the 2 firms who submitted proposals, Staff recommended that Larry Cobb and Associates be awarded the contract for graphic design services.

A motion was made by Commissioner Ammentorp that Larry Cobb and Associates be awarded the contract for graphic design services. Commissioner Sublett seconded. A voice vote was taken with all ayes. Motion carried.

F. Bid Award and Contract for Repair of Grid-L Wall in Terminal Building

Staff explained the scope of work involved in the rehab of the Grid-L wall located on the north side of the fourth ATO. The repairs involve epoxy injection into existing walls and grade beams to repair cracks and a cut away of the HVAC air intake tunnel under the flooring.

Following an advertised bid process in which 2 firms submitted proposals, Staff recommended that the bid be awarded to Mays Concrete, Inc, for repair to the Grid-L wall. The bid amount was for \$11,009.50.

A motion was made by Commissioner McCormack to approve the bid by Mays Concrete, Inc. to repair the Grid-L wall contingent upon the receipt of a signed contract, and that the Chairman be authorized to sign the Agreement on behalf of the Authority. Commissioner Ammentorp seconded. A voice vote was taken with all ayes. Motion carried.

G. Bid Award for Terminal Building Operator-Assisted Long Distance Phone Service

This item was removed from the Agenda.

H. Agreement and Supplemental Agreement With Van Sant Group

Staff reported that due to the number of specific projects involving the terminal building renovation, it would be beneficial to draft an underlying agreement with Van Sant Group outlining the terms by which they would be employed by the Airport Authority, as well as a supplemental agreement outlining the specific projects they will work on, for an amount not to exceed \$34,400.

Commissioner Morris asked about insurance carried by Van Sant and suggested that the minimum insurance requirement should be \$1,000,000 per occurrence. Commissioner Morris also asked about Errors and Omissions coverage.

Staff recommended that the Board approve the underlying Agreement and the Supplemental Agreement with the Van Sant Group as it relates to the terminal building renovation.

A motion was made by Commissioner Springer approving the underlying Agreement and Supplemental Agreement with the Van Sant Group as it relates to the terminal building renovation projects contingent upon Staff addressing the issue of insurance, that the Supplemental Agreement include language which ties it back to the underlying Agreement, and that the Chairman be authorized to sign the Agreement on behalf of the Authority. Commissioner Morris seconded. A voice vote was taken with all ayes. Motion carried.

VI. BOARD COMMITTEE REPORTS

A. Personnel Evaluation Committee

Commissioner Morris reported that he had gathered information from firms that conduct leadership seminars and that the committee will work with the Airport Manager to select one for her to attend.

B. Facilities Committee

Vice Chairman Sutherland reported the committee met recently and that there will be an update on the Terminal Building Renovation Project, Landscape Plan, and the Airport Layout Plan (ALP) at the April 4, 2000 Workshop.

VII. AIRPORT MANAGER'S REPORT

A. East Wall Renovation

Staff reported that the bids received to renovate (drywall) the east walls in the terminal building were higher than budgeted. Staff will do further research on the renovation possibilities and report to the Board at a later date.

B. Paint Hangar Environmental Assessment

Staff reported that West Star Aviation has assured the Authority that a final walk-through by a qualified environmental firm will be conducted on the paint hangar located west of the terminal building once West Star has vacated the premises to determine if further clean up will be necessary before the hangar can be utilized as a restaurant.

Commissioner Morris asked to see the reports already furnished by the environmental firm as well as reports issued by the State of Colorado. Commissioner Morris stated that he would report to the Board after reviewing the documents.

C. ARFF/SRE Construction Update

Staff reported that the construction on the Aircraft Rescue Fire Fighting/Snow Removal Equipment storage facility is under way and that the projected completion date is mid-August.

D. Skywest/Delta Connection RJ

Manager Nystrom reported that Skywest/Delta Connection will be flying a regional jet (RJ) to Walker Field once a day for a month starting in April. Apparently, the RJ is being reassigned to Grand Junction due to a runway renovation project at another airport.

E. Noise Complaint Update

Manager Nystrom reported that the Noise Compatibility Committee is making progress as far as defining Noise Compliance Procedures and also made note of the new monthly noise complaint report which was provided in the Board packet envelope and which will be provided each month hereafter.

F. Internet Usage Agreement

Staff reported that they are working on a draft of the Authority Computer and Internet Usage Policy.

G. April Workshop

Manager Nystrom reported that due to her plans to attend the 5th Annual National Air Service Conference in Columbus, Ohio, she will not be present for the April 4 Board Workshop.

VIII. DISCUSSION ITEMS

A. Land Acquisition-Currier Property

Staff reported that Mrs. Currier stated that \$1,000 per acre is her final offer for selling her property. Staff recommended buying the property at that price pointing out that plans to construct an I-70 interchange at 29 Road are progressing.

Commissioner Morris asked Staff if an appraisal had been done on the property. Staff said that no such appraisal had been done.

A motion was made by Vice Chairman Sutherland to have an appraisal done on the Currier property. The motion was seconded by Commissioner Sublett. The voice vote was all ayes. Motion carried.

H. Dave Fishell

Staff reported to the Board that the Authority has received no response from Dave Fishell in regard to the certified letter he was sent concerning lack of performance on the History of Walker Field book project.

The Board decided that rather than move forward with a lawsuit, it would be best to have the Airport Authority Attorney draft a letter to Dave Fishell asking him to respond. Staff recommended, and the Board agreed, that Staff should spend one more week trying to contact Dave Fishell before sending another letter.

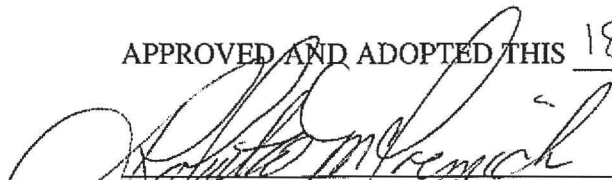
IX. OTHER ITEMS

There were no other items to come before the Board.


X. ADJOURNMENT

There being no further business to come before the Board, Commissioner McCormack moved to adjourn the meeting. Commissioner Springer seconded. Unanimously carried. The meeting was adjourned at 8:50 p.m.

APPROVED AND ADOPTED THIS 18 DAY OF April, 2000.



Chairman, Robert W. McCormick

ATTEST:


Charles S. Novinski, Deputy Clerk