

Walker Field Airport Authority

Minutes of the Regular Board Meeting

January 17, 2006

BOARD COMMISSIONERS PRESENT: Craig Springer Doug Simons
Robert McCormick Roger Little
Gregg Palmer John Stevens
Tom LaCroix

AIRPORT STAFF PRESENT: Rex A. Tippetts A.A.E. Charlie Novinskie
Ed Storer Gary Mancuso

ALSO PRESENT: Bob Linehart of Republic Parking System, Inc.; Dan Holycross, Mesa Air; Dennis Corsi and Keith Koler of Armstrong Consultants, Inc.; Bob Kretschmann of The Daily Sentinel

I. CALL TO ORDER

The meeting was called to order at 5:15 p.m.

II. APPROVAL OF AGENDA

Manager Tippetts referred to Consent Agenda Item E "Resolution No. 2006-003: Collect and Use Application Number Seven (7) for Passenger Facility Charges of the Passenger Facility Charges Program" wherein the fourth project "PFC Administration Costs \$30,000" did not appear on the Resolution included with the Board packet. He explained that the new Resolution the Board would be considering had been corrected to include the fourth project.

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

III. PUBLIC COMMENTS AND COMMUNICATIONS

Dennis Corsi and Keith Koler of Armstrong Consultants introduced themselves and expressed interest in providing engineering consulting services to the Airport for future projects at Walker Field.

IV. CONSENT AGENDA

A. Minutes: December 20, 2005 Regular Board Meeting

B. Designation of Public Places for Posting Notices of Meetings of the WFAA Board of Commissioners

Colorado State law requires that the Authority designate the public place or places for posting notices of meetings of the Authority Board of Commissioners. The designation shall take place at the Authority's first regular meeting of each calendar year. The Authority By-Laws require that notices of such meetings be posted in at least three (3) places within the City of Grand Junction, three (3) places within Mesa County, and in the Mesa County Courthouse.

Staff recommended that the Board approve the designation of the following locations for posting notices of meetings of the Authority Board of Commissioners:

- Grand Junction City Hall (within City)
- Mesa County Administration Building (within City)
- Mesa County Public Library (within City)
- DeBeque City Hall (within County)
- Fruita City Hall (within County)
- Palisade City Hall (within County)
- Collbran City Hall (within County)
- Walker Field Airport Terminal Building (within City)
- Walker Field Web Site (www.walkerfield.com)
- Mesa County Courthouse (within City)

C. Resolution No. 2006-001: Resolution Concerning Execution of Documents Pertaining to Bank Accounts

Because of changes in Authority Board officers and Authority staff members, it is necessary to update the Authority's Banking Resolution. The Resolution is sent to all financial institutions with which the Authority conducts business. To assist with the efficient payments to vendors for routine transactions, the proposed Resolution includes personnel names and title changes. The remainder of the Resolution is materially the same as last year's Resolution.

Staff recommended the Board approve Resolution No. 2006-001: Resolution Concerning Execution of Documents Pertaining to Bank Accounts contingent upon the insertion of the Board officers' and members' names resulting from the election of officers. Additionally, Staff recommended that the Board authorize the Chairman to sign the Resolution on behalf of the Authority.

D. Resolution No. 2006-002: Resolution of the Board of Commissioners Regarding Authority to Execute Standardized Agreements for the Walker Field, Colorado, Public Airport Authority

Previously, the Board approved resolutions granting authority to the Airport Manager to execute specific "Standardized Agreements" including certain amendments thereto, assignments thereof, and terminations thereof (unless such documents contain additional provisions that have not been previously approved by the Board). The "Standardized Agreements" include the following:

- Ground Lease Agreement
- Building Use and Lease Agreement
- Sublease Agreement
- Easement Deed and Agreement
- Independent Contractor Agreement
- Loan of Property Agreement
- Community Exhibit and Display Agreement
- Off-Airport Rental Car Agreement
- Licensing Agreement
- Termination Agreement
- Landlord's Consent to Lease Assignment

Resolution No. 2006-002 renews the authority granted previously to the Airport Manager to execute Standardized Agreements including certain amendments thereto, assignments thereof, and terminations thereof (unless such documents contain additional provisions that have not been previously approved by the Board) on behalf of the Authority. The Airport Manager will continue to apprise the Board of any such Standardized Agreements, which were signed during the previous month. This Resolution will expire on January 31, 2007 unless renewed by the Board.

Staff recommended the Board approve Resolution No. 2006-002 and authorize the Chairman to sign the Resolution on behalf of the Airport Authority.

E. Resolution No. 2006-003: Collect and Use Application Number Seven (7) for Passenger Facility Charges of the Passenger Facility Charges Program

At the January 2006 Board workshop the Board discussed the timeline and the projects that are to be included in the next PFC application. The projects to be included in PFC Number 7 are:

1. Baggage Carousel Replacement - \$300,000
2. Baggage Belt and Ticket Counter Renovations - \$300,000
3. Airport Access Road Relocation - \$5,725,297
4. PFC Administration Costs - \$30,000

Staff recommended the Board adopt Resolution 2006-003 Authorizing the Airport Manager to file a new application with the Federal Administration (FAA) for the collection and expenditure of revenues for the listed PFC projects.

Commissioner Little moved to approve the Consent Agenda as amended. Vice Chairman McCormick seconded. Roll call: Commissioner Palmer, aye; Chairman Springer, aye; Commissioner Simons, aye; Commissioner Little, aye; Vice Chairman McCormick, aye. All ayes: motion carried. (No other Commissioners present at this time).

V. **ACTION ITEMS**

A. **Acknowledgement of Receipt of the Accounts Receivable Report**

B. **Second Addendum to Parking Lot Agreement with Republic Parking System, Inc.**

Republic Parking System, Inc. entered into a parking Lot Operating Agreement (Agreement) with the Airport Authority effective April 1, 2001 and expiring on March 31, 2005, pursuant to a competitive bid process, and was later extended by a First Addendum to Parking Lot Agreement (Addendum) to March 31, 2006 at the same terms and conditions of the Agreement.

Since the old equipment (1989) is outdated and many of the repair parts are no longer manufactured, Republic Parking is proposing to purchase, install, and maintain new equipment for the parking lot including:

- 2 fee computers,
- 3 entrance lane gates,
- 2 exit lane gates,
- 3 ticket dispensers,
- 2 credit card machines
- Cost of Installation

The total cost is \$66,768 and will be paid for by Republic Parking. In return, Republic Parking requests an extension of the existing Parking Lot Agreement for one, five-year term with the option of an additional five-year term at the discretion of WFAA, with all other terms of the agreement remaining the same. If the agreement is terminated prior to the completion of the full ten-year term, the equipment will be amortized over ten years at \$741.26 per month and WFAA will be responsible for reimbursing Republic Parking that amount for each month less than the 120-month term of the agreement. Ownership of the equipment will vest in WFAA.

The amount paid to WFAA pursuant to the current Agreement is very favorable to the Airport Authority and it is highly unlikely that a new Request for Proposals would produce the same high fee. Under the current agreement the Authority receives:

- ✓ 80.5% of gross revenues up to \$500,000; plus
- ✓ 91.5% of the gross parking lot revenues over \$500,000

✓ Minimum annual guarantee paid to the Authority of \$350,000 per year

Revenues received by the Authority:

2003 - \$483,754

2004 - \$518,638

2005 through November - \$535,297

Staff recommended that the Board approve and authorize the Chairman to sign the Second Addendum to Parking Lot Operating Agreement with Republic Parking System, Inc. contingent upon the Authority's attorney review of the final Second Addendum.

Staff introduced Bob Linehart of Republic Parking who was available to answer questions the Board might have concerning this item.

Commissioner Simons moved to approve and authorize the Chairman to sign the Second Addendum to Parking Lot Operating Agreement with Republic Parking System, Inc. contingent upon the Authority's attorney review of the final Second Addendum. Commissioner Palmer seconded. Voice vote: all ayes. Motion carried.

C. Election of 2006 Board Officers and WFAA Officers

The Walker Field Airport Authority By-Laws require that the election of officers for a new year be held at the first regular Board meeting in January. The positions include Chairman (a Board member), Vice Chairman (a Board member), Treasurer (historically the Airport Manager), Clerk (a Staff member), and Deputy Clerk (a Staff member).

Staff recommended the following individuals to serve in the 2006 Officer position:

- Treasurer – Rex A. Tippetts
- Clerk – Charles S. Novinskie
- Deputy Clerk – Joyce A. Selders

Commissioner Palmer moved to elect Robert McCormick as Chairman, Roger Little as Vice Chairman, Rex Tippetts as Treasurer, Charles S. Novinskie as Clerk, and Joyce A. Selders as Deputy Clerk. Commissioner Simons seconded. Roll call: Commissioner Stevens, aye; Commissioner Palmer, aye; Chairman Springer, aye; Commissioner Simons, aye; Commissioner Little, aye; Vice Chairman McCormick, aye. All ayes: motion carried.

The meeting was turned over to newly elected Board Chairman, Robert McCormick.

VI. DISCUSSION ITEMS

A. Airport Land Lease Procedures

Commissioner Springer referred to number 5 of the highest and best use factors and recommended that 4% be identified as a "discount rate." He added also that he did not believe the "Note" section was clearly defined.

Commissioner Simons moved to approve the Airport Land Lease Procedures with the changes as outlined by Commissioner Springer, subject to review by the Board. Commissioner Little seconded. Voice vote: all ayes. Motion carried.

VII. AIRPORT MANAGER'S REPORT

Manager Tippetts reported that enplanements were up 11% at Walker Field and that traffic has increased. He also explained the events leading up to a break in the main waterline to the Airport terminal and stated Staff responded very quickly to remedy the situation.

Manager Tippetts announced that Washington Group, Inc., an engineering firm previously contracted by the Airport, would be shutting down aviation operations. He added that the Airport is in the process of finishing up Landing View Lane and a few other loose ends that were Washington Group projects.

Manager Tippetts reported that during the next 30 days he will meet with consultants in the airline industry to determine the direction airlines plan to take in light of the bankruptcy issues they are facing. He explained that he would then contact the airlines to learn what they are looking for insofar as new or additional services. He added that he believes the industry's goals have changed and would like Walker Field to be a part of their plan. He stated that he would report his findings to the Board at the upcoming February workshop.

VIII. OTHER ITEMS

A. February Board Workshop

Manager Tippetts stated that input from his findings concerning the airlines, and how to handle future lease assignments would be topics for discussion at the February 7th Board Workshop.

Commissioner Palmer suggested that Regular Board Meeting start time also be considered for discussion at the Workshop, with a possible change in start time from 5:15 p.m. to 5:30 p.m.

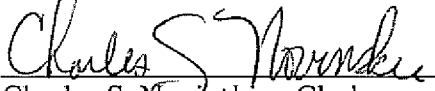
X. ADJOURNMENT

Commissioner Simons moved to adjourn the meeting. Commissioner Springer seconded. Voice vote: all ayes. Motion carried. The meeting adjourned at 5:54 p.m.

APPROVED AND ADOPTED THE 22nd DAY OF February, 2006.

x  (ACTING Chair.)
Chairman Robert W. McCormick

ATTEST:


Charles S. Novinski, Clerk