Walker Field Airport Authority

Minutes of the Regular Board Meeting

August 15, 2006

BOARD COMMISSIONERS PRESENT:	F. Roger Little Gregg Palmer Tom LaCroix	Denny Granum John Stevens
AIRPORT STAFF PRESENT:	Rex Tippetts, A.A.E.	Charles S. Novinskie

ALSO PRESENT: Bob Kretschman of The Daily Sentinel

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

Commissioner Granum moved to approve the Agenda. Commissioner Palmer seconded. Voice vote: all ayes. Motion carried.

III. PUBLIC COMMENTS AND COMMUNICATIONS

IV. CONSENT AGENDA

A. Minutes: July 18, 2006 Regular Board Meeting

Charles Novinskie commented that Commissioner Granum had been listed twice as being present at the meeting. He indicated also that Commissioner Simons, who had attended the meeting, was not included as being present. He confirmed that the Minutes would be corrected to reflect these changes.

B. <u>Resolution No. 2006-008: Resolution Concerning Execution of Documents</u> <u>Pertaining to Bank Accounts</u>

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. 2006-008: 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.

Vice Chairman LaCroix moved to approve the Consent Agenda as amended. Commissioner Palmer seconded. Roll call: Commissioner Stevens, aye; Commissioner Palmer, aye; Chairman F. Little, aye; Vice Chairman LaCroix, aye; Commissioner Granum, aye. All ayes: Motion carried.

V. ACTION ITEMS

A. <u>FAA Grant Agreement 3-08-0027-31 (AIP-31) and Supplemental Co-</u> Sponsorship Agreements with the City of Grand Junction and Mesa County

The Walker Field Airport Authority applied for a grant from the Federal Aviation Administration for AIP-31 for the placing of 145,000 yards of fill dirt in the Air Cargo Ramp Expansion Area. The project will begin the process of bringing the Air Cargo Ramp up to grade. It is estimated that an additional 250,000 yards of fill will be needed to complete this fill area. The Colorado Aeronautical Board has been asked to provide 2.5% in matching funds for this FAA-funded airport project. The grant also includes the purchase of a 5.5-yard Wheel Loader.

Staff recommended that the Board approve the FAA Grant Agreement and Supplemental Co-Sponsorship Agreements with the City and the County and authorize the Chairman to sign the documents on behalf of the Airport Authority.

Commissioner Granum moved to approve the FAA Grant Agreement 3-08-0027-31 (AIP-31) and Supplemental Co-Sponsorship Agreements with the City and the County and authorize the Chairman to sign the documents on behalf of the Airport Authority. Vice Chairman LaCroix seconded. Voice vote: all ayes. Motion carried.

B. <u>FAA Grant Agreement 3-08-0027-32 (AIP-32) and Supplemental Co-</u> Sponsorship Agreements with the City of Grand Junction and Mesa County

The Walker Field Airport Authority applied for a grant from the Federal Aviation Administration for AIP-32 for an Airport Layout Plan Update. This ALP Update includes the planning work for Walker Field Drive and planning needed by BLM prior to consideration for our proposed land transfer. The project will also look at a number of our more immediate project to help us estimate the costs. The project also includes the surveying of the entire airport, including the BLM land. The Colorado Aeronautical Board has been asked to provide 2.5% in matching funds for this FAA-funded airport project.

Staff recommended that the Board approve the FAA Grant Agreement and Supplemental Co-Sponsorship Agreements with the City and the County and authorize the Chairman to sign the documents on behalf of the Airport Authority.

Commissioner Palmer moved to approve the FAA Grant Agreement 3-08-0027-32 (AIP-32) and Supplemental Co-Sponsorship Agreements with the City and the County and authorize the Chairman to sign the documents on behalf of the Airport Authority. Commissioner Stevens seconded. Voice vote: all ayes.

C. <u>AIP Project No. 3-08-0027-31 (SRE Procurement) Schedule 1 – Acquire 5 CY</u> Four Wheel Drive Rubber Tire Standard Production Loader with Material Handling Arm and Additional Snow Bucket and Snowplow

Manager Tippetts provided copies of a letter from Carter Burgess, Inc., Airport Engineer, outlining four formal bid proposals that had been submitted by Honnen Equipment Co. (\$243,232), Power Equipment Co. (294,015), Wagner Equipment Co. (312,969.00), and Century Equipment Co. (\$335,495). He pointed out that Wagner Equipment Co. was the only compliant bid out of the four and that the Engineer's recommendation was to award Schedule 1 to Wagner Equipment Co. Based on that recommendation, Manager Tippetts asked the Board to approve award of Schedule 1 to Wagner Equipment Co. in the amount of \$312,969.00, subject to FAA concurrence and funding availability.

Commissioner Palmer commented that he was reluctant to spend an extra \$70,000 [the difference between the low bid and Wagner Equipment Co.] because a bid proposal had not been submitted correctly, and questioned whether or not the project could be re-bid in an attempt to obtain additional competitive proposals.

Manager Tippetts addressed several areas in which the three bids were noncompliant; i.e., specifications that were critical to the intended performance of the equipment, failure to submit a proper Bid Bond, and not following "Instructions to Bidders".

Commissioner Granum stated it was his belief that the quality of the equipment Wagner Equipment Co. based their bid on [Caterpillar] was excellent. He added that they followed the specifications of the bid, and that their bid amount of \$312,969 was close to the Engineer's estimate of \$300,000.

Commissioner Granum moved to approve award of Schedule 1 to Wagner Equipment Co. Vice Chairman LaCroix seconded. Roll call: Commissioner Stevens, aye; Commissioner Palmer, nay; Chairman F. Little, aye; Vice Chairman LaCroix, aye; Commissioner Granum, aye. With the ayes carrying the vote, Motion carried.

VI. DISCUSSION ITEMS

A. <u>Financial Reports</u>

Manager Tippetts distributed a financial report draft for the first six months of 2006. He explained that due to a computer virus the report could not be completed in time to include in the Board packet. He stated that the process of transferring numbers to the new software program will require some additional journal entries but overall the first six months of 2006 finds the Airport well under budget on all expenses and ahead on revenue. He advised the Board that he is open to suggestions if the Board would like to see something different other than what is provided in this new financial report format.

VII. Possible Land Acquisitions and Personnel Matters (EXECUTIVE SESSION)

Commissioner Granum moved to adjourn into executive session to discuss possible land acquisitions and personnel matters. Vice Chairman LaCroix seconded. Voice vote: all ayes. Motion carried.

The Board entered into Executive Session at 6:00 p.m. to discuss possible land acquisitions and personnel matters.

Commissioner Palmer moved to exit out of Executive Session at 6:37 p.m. Commissioner Stevens seconded. Voice vote: all ayes. Motion carried.

The Regular Board Meeting reconvened at 6:38 p.m.

VIII. OTHER ITEMS

A. <u>September Workshop</u>

IX. ADOURNMENT

Vice Chairman LaCroix moved to adjourn the meeting. Commissioner Granum seconded. Voice vote: all ayes. Motion carried.

The meeting adjourned at 6:40 p.m.

APPROVED AND ADOPTED THE 19th ____DAY OF September , 2006. Chairman F. Roger Little

ATTEST: Charles S. Novinski

Regular Board Meeting 08/15/06