

AIRPORT AUTHORITY MINUTES - SEPTEMBER 11, 1973

Those Present: Chairman Harry Colescott, Members Larry Kosizek, Edwin S. Lamm  
Stan Anderson, Lawrence Aubert, Jack Madlow. Others: Airport Manager  
Gus Byrom, Clerk T. M. Ford, Grand Junction City Manager Harvey Rose.

Chairman Colescott asked Clerk Ford to report on what he found out about Liability Insurance at the Airport for the new volunteer crash and rescue crew. Ford said he checked with several Insurance carriers who reported under Public Liability Coverage at the Airport, the volunteers would be covered as long as they are acting for the Authority. He said further checks should be made into the workmens compensation, and health-accident insurance for these men. Colescott asked Ford to further check into these matters.

Harvey Rose reported on the Airport Manager selection committee, which includes Rose, Larry Kosizek and Edwin S. Lamm. Four top applicants were chosen, and four back ups. The Background and salary requirements of the eight were reviewed by Kosizek, and it was decided to invite three of them for interviews, keep ten others on hand, and rule out the other applicants. A total of 81 applications were received. It was also informally decided to rule out those applicants who indicated salaries in the \$20,000.00 range, because the Authority could not afford to pay that.

Architect John Porter reviewed the process whereby contractor Aubrey Harwood was chosen contractor for the terminal expansion project with a \$5,000.00 fee. He went over the contract document to be signed with Harwood, and it was decided that the Architects would report to the Authority at each meeting. Madlow moved the Architect prepare the contract and that the Chairman be authorized to sign after it is reviewed by Attorney Ashby. Anderson seconded the motion and it passed.

Anderson reported on a committee of Byrom, Madlow, and himself, on the crash and rescue unit. He said they decided a good, volunteer crew was very important, and that the Authority could not now justify a full fire department crew at the Airport at this time.

He outlined plans to train the already Airport assigned policemen as emergency crash and rescue personnel. Byrom reported several Airports already have adopted this idea.

Aeroplane Restaurant Owner Dick Pond reminded the Authority that his lease is coming up. Anderson suggested the need to start negotiations on a new lease, based on the move to the new building.

Chairman Colescott asked when a budget session might be held, and Byrom suggested the next meeting.

The meeting adjourned at 5:45 P.M.

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T. M. Ford, Clerk

AIRPORT AUTHORITY MINUTES - OCTOBER 9, 1973

Those Present: Chairman Harry Colescott, Members Larry Kozisek, Lawrence Aubert, Edwin S. Lamm, Jack Wadlow, Stanley Anderson. Clerk T. M. Ford, Grand Junction City Manager Harvey Rose, Treasurer Vic Vance.

Anderson moved that the minutes of the last two meetings be approved as mailed. Kozisek seconded the motion, which passed.

Mr. Curt Robinson, of Dalby, Wendland and Jensen, C. P. A. Firm, delivered the 1973 Audit. He said the audit showed expenditures had exceeded the budget by \$235,448.00, which may be a violation of the Local Government Budget Law. He indicated this overexpenditure was the result of the end of the runway extension, which had not been budgeted in 1973. The audit contained a number of recommendations including, the setting up of separate accounting records, a separate bank account, separate investments, and completion of property accounting records. The audit also recommended that all airport employees work for the Authority rather than the City of Grand Junction, but that some services be contracted.

Anderson moved the audit report be accepted. Wadlow seconded the motion, which passed. Anderson then moved that all recommendations in the audit be adopted by January 1, 1974. Kozisek seconded this motion, which carried. The Authority members then discussed how to implement the recommendations.

Architect Robert Van Deusen reported on the terminal addition. He gave the results of bids on electrical work, mechanical, and painting, with the low bidders as follows: Electrical, B & B Electric, \$6,300.00 ... Mechanical, W. B. Johnson, \$14,969.00 ... Painting, Mueller, \$3,420.00. He said the addition can be accomplished for the earlier agreed-to price, and said over 75% of the job would be bid competitively. Van Deusen also spoke of a recent editorial in The Daily Sentinel, which criticized the addition due to floor levels, closeness to the runway, and glass on the north side. Van Deusen said the floor level is the same as the dining room area of the present terminal, as intended ... that the building will be within the 750 feet guideline the F. A. A. follows on closeness to the runway, and that with some changes in the window design, some savings will be possible.

A proposed budget was discussed, and all agreed the final budget cannot be tied down until a decision on personnel, including an Airport Manager, can be made. Kozisek moved the budget be adopted, subject to some revisions that could be made prior to January 1, 1974. Madlow seconded the motion, which passed. The Authority discussed the possible hiring of a new Airport Manager. Two were interviewed several weeks ago.

The Chairman of the Chamber Aviation Committee, Roger Scholbe, said his group urged the Authority to write a job description for the managers job, and pledge assistance in the selection of the manager. He said the new manager should have some business experience. He also said the various leasees at the Airport seem to feel there is no rush to hire a new manager. Malt, Hall, one of the Airport leasees said the manager should be someone who will not take three years to break in. Member Anderson said he felt the man should have experience with the F. A. A., grant programs, and successful business experience.

Member Madlow said he favored the higher salaries individual out of the two interviewed, and Chairman Colescott said he felt that whoever is hired should have the support of all members of the Authority. Member Lamm said he felt some time limit should be placed on the hiring of a new manager. It was informally decided the matter would be continued after Gus Byrom returns from vacation, and Mr. Colescott and Byrom can work up a job description.

Clerk Ford reported Workmans Comprehensive Insurance can be obtained for the volunteer rescue men for \$7.00 per man per year, or \$154.00 for the 22 volunteers. Lamm moved this be purchased. Kozisek seconded the motion, which passed.

The Authority adjourned at 6:00 P.M.

AIRPORT AUTHORITY MINUTES - OCTOBER 23, 1973

Those Present: Chairman Harry Colescott, Members Edwin S. Lamm, Larry Kozisek, Stanley Anderson, Lawrence Aubert and Jack Madlow. Others Present: Gus Byrom, City Public Works Director, Clerk T. M. Ford, Treasurer Vic Vance, Grand Junction City Manager Harvey Rose.

Architect Robert VanDeusen gave a progress report on the new addition, stating the project should be completed by the target date of December 15, 1973. He presented a change order which included two electrical deletions and the addition of lights for the canopy, at an additional cost of \$234.00. This was informally approved by the Authority.

VanDeusen recommended the Authority try to purchase the small Frontier Airlines Security Building and move it to another location for other uses. This was discussed with several Authority members stating they felt the Security Building might be needed.

Proposed duties of an Airport Manager were discussed, with Board Members each receiving recommended duties in the mail from Chairman Colescott. Member Anderson recommended that "working on a master plan", be added to the list of his duties, and Byrom suggested he be responsible for obtaining "community support" for airport projects. Chairman Colescott suggested that with the duties - Job Description pretty well settled that the Authority get on with the job of hiring an Airport Manager.

Colescott said he would appoint a committee to explore salary with the applicant from Denver. Following a discussion it was informally decided that the committee would look into possible fringe benefits for the new Airport Manager ... contact one other top applicant on the list, and have both men meet with the Authority on Tuesday, October 30, 1973, at 3:30 P.M.

The Authority adjourned at 5:15 P.M.

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T. M. Ford, Clerk

A G E N D A

FOR REGULAR MEETING  
WALKER FIELD, COLORADO, PUBLIC  
AIRPORT AUTHORITY  
4:30 P.M. - Nov. 26, 1973

I. CALL TO ORDER - Roll Call

II. Consideration of Minutes - Reading of minutes of last meeting.

III. ITEMS FOR ACTION

- (1) Appointment of James Spelman as Airport Manager.
- (2) Change in the agreement with Tele-Trip Co. (Flight Insurance). Avis Rent-A-Car has been handling this and recently decided to give it up. West-Air has offered to provide the service.
- (3) Request from West-Air (Mr. Walter Hall) for permission to build office space in the alcove just west of the West-Air counter.
- (4) Award of Bid to Leon Parkerson for Water Line Extension to Army Reserve Center - \$2,505.15 (The Army will reimburse the Airport for this Expenditure)

IV. ITEMS FOR CONSIDERATION

- (1) Budget discussion - over-expenditure, Payment to F.A.A. for relocation of navigation aids during Runway Extension Project of 1971.

V. STAFF REMARKS

- (a) Attorney
- (b) Finance Officer
- (c) Manager
- (d) Clerk

VI. NON-SCHEDULED CITIZENS

VII. ADJOURNMENT

AIRPORT AUTHORITY MINUTES - NOVEMBER 26, 1973 - 4:30 P.M.

Those Present: Members Stanley Anderson, Larry Kozisek, Edwin Lamm, Jack Wadlow, and Lawrence Aubert, Acting Airport Manager Gus Byron, Attorney Gerald Ashby, Grand Junction City Manager Harvey Rose, Clerk T. M. Ford, Treasurer Vic Vance.

Mr. Aubert served as Chairman due to the absence of regular Chairman Harry Colescott.

Byron reported that James Spelman of Denver has accepted the terms of employment from the Authority and could report for work as Airport Manager January 1, 1974. His salary would be \$15,000.00 per year, plus \$1,200.00 yearly for travel expenses, and all City employee benefits. Mr. Spelman could visit Walker Field for a couple of week ends earlier than January 1, 1974 if the Board wishes. Kozisek moved that Spelman be hired as of January 1, 1974, Lamm seconded the motion which passed. It was decided his travel here prior to January 1, 1974 would be reimbursable from the present budget.

Byron said Westair wished to provide flight insurance from the Tele-Trip Company, recently abandoned by Avis Car Rental, but wished to give 10% of the income to the Authority rather than 13% which was the prior agreement. Wadlow moved the Airport approve this arrangement, Kozisek seconded the motion which passed.

Byron and Walt Hall of Westair reported on Westairs plans to take over more space in the terminal building. Following a discussion Anderson moved that the decision on this proposal be put off until the next meeting, and that a floor plan of the additional space and proposed lease be ready then. Wadlow seconded the motion which passed. Part of the discussion of the additional space was centered on the possible use of the part of the space for the new Airport Manager.

Byron reported on a recent bid opening for a water line extension to the Army Reserve Center, with Leon Parkerson submitting the low bid of \$2,505.15. The

Authority will pay for the extension, tap connections and several other bills, and be reimbursed by the Army. Water at the Airport is purchased at a bulk rate from Ute Water and re-sold for a profit. Anderson moved the low bid of Parkerson be accepted. Lamm seconded the motion which passed.

Treasurer Vance said the Authority should end up all right financially at the end of the year, and asked if the Authority wished to approve a warrant for \$103,000.00 to reimburse the F. A. A. for relocation of the navigational aides. The Authority agreed to hold up the warrant at the request of the Attorney Ashby, until after the first of the year.

Byron reported that United Airlines wanted to park a mobile warehouse just North of the new terminal building addition, on the ramp. The Board was unanimous in recommending a more suitable location be found.

The Authority adjourned at 5:30 P.M.

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T. M. Ford, Clerk

AIRPORT AUTHORITY MINUTES - DECEMBER 10, 1973 - 4:30 P.M.

Those Present: Chairman Harry Colescott, Members Larry Kozisek, Jack Wadlow, Lawrence Aubert, Stanley Anderson, and Edwin S. Lamm, Clerk T. M. Ford, City Manager Harvey Rose, New Airport Manager James Spelman, FAA Officers Ed Tatum and John Dolan. Acting Manager Gus Byrom.

Mr. Tatum and Mr. Dolan, of the FAA, pointed out a special condition of the grant agreement for the runway extension project, was that all land purchased in the project will be completed before reimbursement will be made to the Airport Authority. They said only one purchase has apparently been completed to date, and they pointed out future projects with FAA financial assistance will not be possible before all land sales are completed, thus ending the runway extension project.

Attorney Gerald Ashby, who has been working on the purchase, said they are close to concluding all sales hopefully by January 15, 1974, but certainly by February 15, 1974. Ashby suggested a special meeting next week to discuss the land purchases, and it was so agreed, with the Board waiving the notice of a special meeting.

The Authority discussed at length the proposed budget for 1974, and held an official Public Hearing on the budget. Final approval was set aside until the next meeting.

The Board heard a request from Walter Hall to utilize some lobby space for a small office for his operation. It was decided to have Gus Byrom and Hall negotiate a firm agreement figure for the next meeting.

Chamber Manager Dale Hollingsworth suggested the Authority consider having an architect look at all proposals for additional terminal space, including a Chamber request for a Ski Country Booth during the ski season, and another from Continental Trailways for a temporary booth. Member Aubert said the overall picture should be looked at before making any decisions, and Member Wadlow agreed. Member Anderson suggested Architect VanDeusen meet with all requesting space and make some firm proposals. All agreed.

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VanDeusen outlined the terminal addition project, scheduled for completion within the week. He said a wall in the present restroom area should come out and some renovation accomplished in the present restaurant area scheduled for a passenger waiting area.

Byrom reported the Civil Air Patrol plans to move, and that the Budget Rental Car Agency has been sold to Gene Peerman, with Authority approval for this sale needed. Anderson moved the Authority okay the change in ownership of Budget Car Rental, Lamm seconded the motion which passed.

The Authority adjourned to be continued Monday, December 17, 1973 at 4:30 P.M. at 6:15 P.M.

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T. M. Ford, Clerk

AIRPORT AUTHORITY MINUTES - DECEMBER 17, 1973 - 4:30 P.M.

Those Present: Chairman Harry Colescott, Members Lawrence Aubert, Stanley Anderson, Larry Kozisek, Jack Wadlow, Clerk T. M. Ford, City Manager Harvey Rose, Attorney Gerald Ashby, Acting Airport Manager Gus Byrom

Attorney Ashby outlined the proposal made for the Currier Property which is part of the Runway Extension Project. Currier wants \$121,382.00 for his 120.20 acres of land, with 85 acres North of the Runway at \$250.00 per acre, and 35.20 acres South of the Airport at \$1,750.00 per acre. Also included in Curriers asking price is \$5,000.00 for loss of cattle, \$10,000.00 for alleged damage to his remaining property, and \$15,832.00 in interest. Ashby said he felt the other land from Hamlins and Hall would bring the total purchase price for remaining land to be purchased at \$131,486.00. (A copy of all land purchase proposals is attached to the original copy of the Minutes.) Ashby said the F. A. A. share of the total land purchase package, including that already bought would be \$100,489.97, and the Authorities share \$89,185.34.

Several Authority members said they felt the price on the Currier property was way too high, but also admitted if the matter went to condemnation there was no way to predict if a jury might award a higher price or not.

Member Kozisek moved the Authority not accept the Currier offer and go to condemnation proceedings in Court. Aubert seconded the motion. Following a discussion as to whether condemnation would or would not bring a higher or lower price the vote was as follows on the motion by Kozisek. Members Aubert and Anderson voted yes ... Members Wadlow, Kozisek and Colescott voted no, so the motion failed by a vote of 3 - 2.

Kozisek then moved the Currier offer be accepted and Wadlow seconded the motion. Anderson and Aubert voted no: Wadlow, Kozisek and Colescott voted yes, so the motion passed, 3 - 2. A part of the motion was that Ashby was to make an offer also to Hamlins and then proceed with the others.

The proposed budget, with expenditures of \$401,939.00 was again discussed. Aubert moved the budget be approved, Anderson seconded the motion which passed unanimously.

Architect Robert VanDeusen reported the terminal addition project is completed. He made a proposal to give Walter Hall some additional office space just West of his present booth area, and move Budget Rental Car just West of the new Hall space. Dan Halverson of Hertz Car Rental objected and said National should be offered this more choice space first. After much discussion it was decided to offer the space to National Car Rental, then to Hertz and Avis, and Budget in that order, if National refuses.

The possibility of moving the Frontier Security Building for use by Hertz and the new Airport Manager was discussed, and the Board agreed that terminal addition Contractor Harwood should do the renovation in the new waiting room.

Chairman Colescott recommended Aeroplane Restaurant owner Dick Pond be given a 90 day lease extension, with the new manager negotiating a new lease. Everyone agreed.

Byrom showed the Authority three different price and type of chairs for the new security area, and all agreed to purchase the one costing \$17.95 each.

The Board adjourned at 6:05 P.M., in agreement that no meeting would be held on Christmas Eve.

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T. M. Ford, Clerk