

AIRPORT AUTHORITY MINUTES  
December 6, 1976

Those Present: Chairman Lawrence Aubert, Members Harry Colescott, Howard Roland, Maxine Albers, Larry Brown. Airport Manager Jim Spelman, Clerk T. M. Ford

The Minutes of the meeting of November 4, 1976 were approved with one correction. On Page 3, Paragraph 2, sentence 3 should be changed to read as follows; "Mrs. Albers suggested Mr. Spelman write a letter to the tenants thanking them for their assistance." (Change "Jim" to "Mr. Spelman". Mr. Brown said he was very happy with the parking situation since Mr. Spelman wrote the letter asking the Tenants to park some place other than under the canopy.

Mr. Aubert opened the advertised Budget Hearing and asked if there was any public response to the Proposed Budget. There was no public response. The Board then discussed the budget, questioning several of the line items proposed. Mr. Colescott wondered if the income estimate is accurate and Mr. Spelman said he felt it is, except that 1976 may end up some \$20,000 over the estimate. Mr. Brown wondered about the equipment replacement item of \$6,000 and Mr. Spelman said this is the airport's only renewal and replacement funding and is approximately what the airport had carried with the City for years. Mr. Brown also questioned the furniture and fixture items in the amount of \$4,250.00, and Mr. Spelman said this was for drapes and some remodeling for the new office for the Manager and staff. Mr. Brown said he felt the restrooms should be remodeled, and Mr. Aubert asked about the planned restaurant remodeling in the amount of \$7,323.00. There was general discussion on these two items, and the general consensus of the members was that the restroom remodeling should be put into the budget. Mr. Brown also questioned whether the airport needed three new employees . . . an Assistant Manager and two City Service Workers

positions. This was discussed at length by the Board. Revenue from Western Air Stages for space rental and landing fees was questioned by Mr. Brown, and Mr. Spelman said he had a Stipulation for Judgment against Mr. Hall, and that a new operator wants to come in. Mr. Spelman suggested that if Mr. Hall would pay his rent, that the lease with Hall be continued. The Board informally agreed to this. Fuel flowage revenues were discussed briefly. Several other line items were approved including increased utility estimates per Commissioner Van Houton's suggestion last meeting, and then Mr. Colescott moved for approval of the Budget with two new personnel, an Assistant Manager and One City Service Worker II. The money proposed for the other employee is to be budgeted for restroom remodeling and renovation. Mrs. Albers seconded the motion to okay the Budget and the vote was unanimous.

Mrs. Albers moved for approval of the accounts payable in the amount of \$31,796.78. Mr. Roland seconded the motion which passed (list is attached). Mr. Spelman reported no FAA Grant Offer has yet been received and that extensions by Corn and their Bonding Company have been volunteered on the taxiway improvement and by Taylor Fence on the fencing. Mr. Spelman said the Sperber Gray Fire Station Improvement Contract was awarded and signed by the Chairman. Mr. Spelman said Notice to Proceed will not be given to the contractor until the grant is received. Mr. Colescott moved for okay of this action. Mrs. Albers seconded the motion which passed. Mr. Aubert also signed the contracts with Vanderwood/Henry and with Isbill Associates which earlier had received Board approval. Also a standard use agreement with Western Airlines was approved and executed. Mr. Spelman said he had written agreements with Westran Inc., and Aspen

Rental, both car rental agencies, who will operate off the airport. He said the new agreements did not contain a \$12,000 per year minimum as the on Airport Budget Rent A Car Lease . . . that audit procedures had been worked out . . . and that he felt there would be justification for charging the car rental agencies space rental in addition to their percentage fee. The Board discussed this matter at length, particularly whether to charge on minimum and whether additional space rental should be charged the four on airport car rental agencies. Following the discussion, Mr. Brown moved that Mr. Spelman investigate the possibility of writing a lease that would charge the on site car rental agencies 10%, with a minimum of \$12,000 per year, and also charge for counter space to be negotiated between \$5.00 and \$10.00 per year. There was some discussion, after which Mr. Roland seconded the motion. Following further discussion, Mr. Brown amended his motion so that Mr. Spelman would be directed to negotiate the lease arrangement mentioned in the earlier motion, not just to investigate it. Mr. Roland agreed to this amendment. The motion passed 3-2, with Mr. Roland, Mr. Brown and Mr. Aubert voting yes, and with Mrs. Albers and Mr. Colescott voting no.

Mr. Spelman had a prepared Treasurer's and Traffic Report which was accepted by the Board on a motion by Mr. Roland, seconded by Mr. Colescott and a unanimous vote. Mr. Spelman suggested the Authority should set his salary for 1977 and recommended a 5.4% increase, effective July 1. Mr. Brown said he felt it should be more and several members agreed. After a short discussion Mr. Colescott moved Mr. Spelman be granted a 7% increase, effective January 1. Mr. Brown seconded the motion which passed unanimously.

Mr. Spelman wondered if the Board should meet on December 23rd so

close to Christmas and the Authority informally suggested Mr. Spelman have a meeting if necessary.

The Authority adjourned at 9:27 p.m.