

WALKER FIELD AIRPORT AUTHORITY MINUTES
August 22, 1979 Meeting

Members Present: Chairman Maxine Albers, Commissioners Bill O'Dwyer, Robert Holmes, Mike Kelly, Rick Enstrom, Dale Hollingsworth. Airport Manager Jim Spelman, Assistant Manager Paul Bowers, Deputy Clerk Mary Ann Harms. Guests Blake Chambliss, Floyd Keller, and Don Henry.

The meeting was called to order by Chairman Albers at 7:20 p.m. The Minutes of the July 26 and August 8 meetings were approved as mailed on a motion by Dale Hollingsworth, seconded by Bill O'Dwyer and passed unanimously.

The Accounts Payable were presented and motion for approval and payment was made by Bill O'Dwyer and seconded by Dale Hollingsworth and passed unanimously. (List attached)

Mr. Spelman made a presentation on the past terminal restroom designs done by Vnaderwood and Henry in 1977. At that time the remodel was budgeted at \$75,000. He said the fundamental problem was the inability of the old floor to support new flooring even though it had been overlaid. He suggested that if we are going to do the restrooms that the restaurant kitchen also had the same flooring problems. Commissioner Enstrom felt that many interim projects could be done to make the restrooms presentable for alot less than \$75,000. Mr. Spelman said we could do a quick cosmetic job right now if the Commissioners desired. Commissioner O'Dwyer suggested that something be done before this years snow bird flights begin. Mr. Spelman said we could go back to Mr. Vanderwood for a project update. Commissioner Enstrom made a motion that Mr. Spelman be authorized to spend \$5,000 to make the restrooms presentable. A discussion followed in which Chairman Albers suggested that we not hire an architect but just a carpenter to do the remodel. Commissioner Enstrom withdrew his motion and Commissioner O'Dwyer made a motion that

Mr. Spelman be authorized to spend up to \$9,500 to get the best job for the money (including painting) to update the terminal restrooms. Commissioner Kelly seconded the motion which passed unanimously. Commissioner O'Dwyer also suggested that we might be able to get a new water fountain for the terminal lobby at the same time as the remodel and to be sure and provide sufficient water pressure so it will work properly.

Commissioner Hollingsworth had brought along a slide presentation to demonstrate the current rundown condition of the terminal building and the airport grounds and some of the shortcomings of the public parking lot and frontside remodeling project. During the presentation he brought out the parking lot problems with sharp turns and poor visibility, the non-functioning water fountain, inadequate restroom signing, water leaks in the ceiling, unmatched sinks and inadequate mirror in the restrooms, the rundown condition of the outdoor restrooms the lack of vantage points for the public to watch airplanes, cluttered appearance of the ramp, the unattractive roof on the terminal and its general rundown outside appearance; drain along the frontside of the building, empty planters, dirty and running over trash containers, inconvenient and unsigned entry door to the terminal building for the deplaning passengers, and generally poor grounds appearance with weeds, trash and debris. He said that the slides spoke for themselves and pointed out that we have a basically inadequate and poorly maintained terminal building. Mr. Hollingsworth thanked everyone for their time and apologized for having to leave the meeting early for another commitment.

Commissioner Enstrom asked Mr. Spelman who provides the direction for the maintenance/custodial staff. Mr. Spelman didn't answer and Mr. Enstrom withdrew the question. Chairman Albers said we must have

people who see dirt and that these people have a supervisor capable of seeing dirt and getting the job done. She said she is aware that the facility is old but that it would just take some harder work. Commissioner Enstrom asked how many men were on the custodial staff and Mr. Spelman answered seven. Mr. Enstrom continued that one of the last directives from the departing airport authority chairman Larry Brown was "to get this place cleaned up". Mr. Spelman said that he was responsible to see that any problems are taken care of.

Mr. Spelman explained that the grounds and terminal are policed every day in accordance with a schedule. He also added that the water pressure could be improved. Mr. Enstrom said he understood from Wayne Weathers that we couldn't get full pressure until the north pipeline was completed and Mr. Spelman said that that was not his understanding. Mr. O'Dwyer suggested that we get the plumber working on the restrooms to run a new line. Mrs. Albers said we need to keep the weeds down, Mr. Spelman responded that they had been cut within the past month but it was the feeling of the Commissioners as a whole that the weeds had been growing beyond a month. Commissioner Enstrom suggested that if we had an airport manager who was willing to take care of the airport rather than drafting contracts these things would be taken care of. He further suggested that a management assessment might be needed. Commissioner Kelly thought that would be a good idea. Commissioner Holmes said the biggest room in anyones personal house is the room for improvement. Commissioner Enstrom interjected that he didn't feel that the condition of the terminal and airport in general was humourous but that it was a mess. Commissioner Holmes continued that an attack on the staff did not accomplish anything that maybe it would be appropriate to evaluate the jobs however. He also felt that proper direction should be given to the staff. Commenting

on the slide presentation he said he believed that it was slanted to point out only the unfavorable things and that someone else with the opposite objective could find as many favorable things to photograph. What he felt was needed was to pursue changes in the existing work schedule and the follow-up walk around. He also saw a need for tighter supervision. Commissioner Enstrom said he would like to hire a consultant to perform an overall assessment and Mr. Spelman said he would welcome such an assessment in that there were always areas for improvements. Chairman Albers said they are currently investigating just such a person to perform performance audits for the County to help expedite the county's various processes. Commissioner O'Dwyer said that Jim Spelman and Paul Bowers had seen the same things that the Board had seen and that by the next meeting these things should be taken care of. Also that Mr. Spelman make his own list and walk around with the maintenance supervisor and take care of the follow-up; in the meantime the Board could investigate the possibility of hiring a management assessor.

Mr. Chambliss was called upon to present the Walker Field request for DOE funds in the amount of \$38,000 for the engineering of a passive energy system for the new terminal building. The request was made in three Volumes according to the format prescribed to facilitate the screening process. Commissioner O'Dwyer asked if we had the required \$18,000 matching funds and was assured by Mr. Bowers that we do. Mr. Chambliss said the first Volume was in the form of a summary; the second was the technical data; the third background information. Chairman Albers asked if other architects in the area should be receiving this information at this point and time and Mr. Chambliss said we will be mailing all this information out with the packets to the architects.

He went on to point out that he was named in this request as the architect because the blank could not be omitted in the request and that any problems this would cause at a later date when the architect was appointed would be worked out. The architect is part of the design team for the solar part of the terminal design. There would be a dissemination of information regarding the solar design of the new terminal building through the local energy office and the new terminal would serve as an energy model for the community at large. Mr. Chambliss also went on to say that the basic design would be passive but that wherever it was economic an active system would also be used. In answer to a question by Commissioner O'Dwyer Mr. Chambliss said Dr. Krieder would remain as the head of the solar team.

Chairman Albers asked when we could begin to think of going to bid on the terminal and Mr. Chambliss said that the Architect should be chosen sometime during October and ready to go by November on the design. Mr. O'Dwyer asked how we should go about advertising for an architect and Mr. Chambliss said that would depend on whether we want to go out of town, out of state, etc., and that there are trade publications or a solicitation process could be used or a combination of these things. Chairman Albers said she felt it was the intent of the Board to look at the local people with a broad view and Mr. O'Dwyer concurred that they should be given first chance. Mr. Chambliss suggested that the basic architect selection should first ask for the architects basic qualifications and indication of interests, second invite them to the meeting on September 27th and then give them two weeks in which to submit their proposal; then screen them down to approximately three and set up interviews with the review board and all of this should be able to be accomplished within a month. Architect Don Henry asked if Blake will be sitting on the review Board or be part of the field to

be interviewed and Mr. Chambliss said his firm planned to be in the running.

Mr. Spelman gave a report on the Lubbock Fire School that he, Paul Bowers and Dave Hanlon attended the week of August 13th. He had taken some pictures of the school and commented on the clean operation and efficiency with which it was run. He had also taken quite a few pictures of the terminal building at Lubbock remarking that though it was a convenient facility for the passenger to get from the parking lot to the airline it was difficult to run from a security standpoint as there were three security locations and you had to go through security to get to the restaurant.

Mr. Spelman had mailed to the Commissioners a copy of a letter from FAA Administrator Bond appointing him to be a participant in the FAA's Air Transportation Executive Development Program to be held from September 9 through October 3 in Philadelphia at the University. Mr. Spelman said that as well as being honored it was a considerable opportunity to contribute to the profession of airport management for the benefit of this and other airports. The Board as a whole said congratulations were in order.

Mr. O'Dwyer had requested a status report on the Walker Field versus Adams law suit. Mr. Spelman reiterated that the suit against the FAA in no way effects our ability to obtain ADAP grants in the future. He also stated there was an important principal we are trying to reach of deciding the place of local governments in the federal system. He continued that there is no rancor between the FAA and Walker Field and that it was a friendly law suit. He did say we must press forward with the suit if we are to recover approximately \$238,000 involved; and that we shouldn't do anything until the Court reaches a decision on the pending action. Chairman Albers said that

it was her understanding that they were in the process of writing the decision and Mr. Spelman said that that is also his understanding. Chairman Albers asked if we would get the money whether we won, lost or it came to a draw and Mr. Spelman said yes that was correct. Chairman Albers asked if we lost what would happen and Mr. Spelman said we would go to the Court of Claims where we would win. Chairman Albers asked if we did lose the whole thing would we lose the money and Commissioner Enstrom said the issues appeared to be cloudy. Mr. Holmes said that according to Attorney Ashby nothing would be gained at this time by dropping the action but to wait and see what happens before making any decision. Mr. Enstrom said he would like to see the Board make some sort of determination of what it should do if the suit is lost.

Mr. O'Dwyer said that he had been asked by the City Council to seek this status report and that several of the members feel that the suit has caused us to lose several millions of dollars. He therefore brought the question before the airport board so he can find out for the Council what the status is and what the airport board intends to do with the suit. Chairman Albers said she felt that the Board's intent from all apparent factors is to leave the suit as is at this time. Commissioner Kelly commented that the suit is a very sensitive issue to the FAA in Denver but he also would be for leaving it alone at this point. For the purpose of clarification George Orbanek of the Daily Sentinel traced the origin of the suit from its March 1977 filing for an injunction against the FAA to the August appeal in the 10th Circuit Court of Appeals and the alternative decisions that could be reached by that Court remanding the case to the U.S. Court of Claims or back to the District Court to reach a decision on the original Injunction and merits of the case.

Mr. Bowers reported on the tenant financial reviews to begin with Hertz on Monday, August 27th at 8:00 a.m. The report from the CPA should be completed by the next Board meeting. The CPA will be looking for 95% confidence factor in the review and that there will be no CPA opinion attached but the review should answer any of the Board's questions regarding the operation. The Aeroplane Restaurant will have its review next month. Mr. Spelman complimented Mr. Bower's diplomatic handling of the matter and Mr. Kelly commented it will be easier in the future when it is understood all tenants will be subject to audit.

Mr. Enstrom brought up the proposal again to charge interest on the delinquent accounts, noting that it would only take a few extra minutes a month. Mike Kelly concured and said he would like to see this instituted. Commissioner Enstrom moved that the Airport Authority charge $1\frac{1}{2}\%$ interest per month on delinquent accounts. Commissioner Holmes said he sensed reticence on the part of the Airport Manager to enact such a policy because it might be detrimental to airport relation and that it might be best to enact such a program in later contracts. Mr. Spelman said it would be questionable whether it could be enforced without amending all the existing contracts or we could go ahead and arbitrarily do it but would have no way of enforcing nonpayment. Commissioner Enstrom withdrew his motion and asked that Mary Ann Harms report at the next meeting on all airport accounts past 30 days for the last several months. Mr. Bowers added that this type of interest charge is done by fiat and that it is a standard procedure in the financial community.

Commissioner Kelly said he would like to see an update on the sale of fuel on the airport. Mr. Spelman said he would like to wait until Horizon Aviation begins selling fuel so he would only have to go

through the process once. Mr. Kelly said he would like to have this done on a percentage basis due to the current high inflationary and fluctuating economy and that this would enable us to go for a longer period of time between negotiating sessions than if we charge on cents per gallon. Mr. Spelman said he had mixed feelings about this. The standard for airports and federal tax has been cents per gallon but that there is currently a proposal before Congress to change the federal structure to percent in the Cannon Bill. Mr. Kelly asked if there is any reason why we can't do it prior to the enactment of the Bill and Mr. Spelman said this would call for a value judgement and that there is advantages to both methods. Mr. Kelly said he would like the staff to keep this in mind and do some more research into it and Mr. Spelman said he would for the time being recommend that we stay with the cents per gallon but was keeping an open mind.

The enplaned passenger report was presented and accepted on a motion by Mr. O'Dwyer and seconded by Mr. Enstrom and passed unanimously.

The Treasurer's Report was handed out by Treasurer Paul Bowers. It was accepted on a motion by Mr. O'Dwyer and seconded by Mr. Enstrom and passed unanimously.

There was a brief discussion regarding the building of a new fire station on Horizon Drive with the airport providing one-third of the cost of the three bays and providing a 1500 gallon fire truck through ADAP and Walker Field becoming a Class C airport. The firemen would be in charge of the truck. Mr. O'Dwyer said this had already been discussed with the Fire Department and that it was a good situation and that the problems with such an arrangement could be worked out but it was 2 to 3 years away.

Commissioner Kelly said he had been corresponding with the FAA in Denver and that they had demonstrated a willingness to come over

and talk to the Board in the person of Mr. Max Bard in an effort to establish better communications. He requested that Mr. Bard be invited over for next months meeting (September 27) and that we have an agenda item regarding a presentation from Mr. Bard on ADAP funding. Mr. Spelman said we have been in communication with the FAA and that Mr. Bard had been over to see him just a couple weeks ago. Commissione Kelly made a motion that Mr. Max Bard be invited as our guest speaker at the September 27 meeting. Mr. Enstrom seconded the motion which passed unanimously. After a brief exchange between Mr. Kelly and Mr. Spelman, Mr. Kelly said he would tender the invitation.

The meeting adjourned at 9:15 p.m.