

MINUTES OF REGULAR MEETING
July 23, 1981

Members Present: Chairman Dale Hollingsworth, Commissioners Maxine Albers, H. R. Barnett, Louis Brach, Frank Dunn and George White. Airport Manager Paul Bowers and Clerk Mary Ann Harms

Guests Present: John Pabst, President Monarch Aviation, Dick Pond, Aeroplane Restaurant Owner; Jim Huska of Representative Hank Brown's Staff; Don Johnson, Public Service Company; Baird Brown and Client American International Rent-a-Car Principals Foster, Cosby and Bacon; Joe Bestgen Avis Rent-a-Car; Chuck Kohles, Owner Horizon Aviation; and Ken Cox of National Car Rental

Chairman Hollingsworth called the meeting to order and called for approval of Minutes of the July 8 meeting. Commissioner Dunn moved approval and Commissioner Brach seconded the motion. Chairman Hollingsworth commented that the Minutes did not reflect his comment which prefaced the July annexation discussion ... "that no decision be made at this time". He did not request the Minutes be changed to reflect this, so the July 8 Minutes were approved as written.

Attorney Baird Brown, representing American International Rent-a-Car stated that his client would like a ticket counter/operating space in the existing terminal building, as well as the new terminal. Commissioner Brach made a motion that the Airport Committee and Mr. Bowers meet with these people to discuss space availability in the existing and the new terminal buildings. Commissioner Albers seconded the motion which passed unanimously. The Airpark Committee will report back to the Board at the August 12 meeting.

The engineering services contract with Isbill for four separate airport construction projects (1) Runway 4/22 rehabilitation, aircraft apron, and FBO area, 2) terminal area apron, 3) auto parking area, and 4) access road) was discussed. Commissioner Barnett asked about the phrase in contract Article 7 "other airport improvements as necessary" and Mr. Bowers said this was not a carte blanche contract but applied to change orders/minor changes. Mr. Barnett asked that the Insurance article, page 7, have added Professional Liability Errors and Omissions coverage, at a desired limit of \$5,000,000.00. Commissioner White questioned the Isbill charges and Mr. Bowers said these were in line with other airport consulting firm charges. He also noted these ADAP projects will be done

as ADAP funds become available with such projects coordinated with terminal construction (the parking lot will not be an ADAP project). Commissioner Dunn made a motion that the contract with Isbill and Associates be approved with the "errors and omissions clause" added as suggested by Mr. Barnett. Commissioner Brach seconded the motion which passed unanimously.

Mr. Bowers said the \$57,701.97 payment (under July Accounts Payable) to Isbill includes engineering and design work done for preliminary project submission to the FAA; Bowers noted Isbill had been carrying several of these charges from July 3, 1980 to present and that the airport will be partially using Oil Shale Trust Fund monies to pay this now, but the ADAP eligible portions will be reimbursable when the project is finally put under grant (after a new ADAP bill is enacted).

A proposal for residential subdivision development on Singh property south of Runway 22 was briefly discussed. Paragon Engineering and Mr. Singh would like to make a presentation at the next Board meeting. Commissioner Brach said a general map of the airport zoning should be made public and be filed and put on record. Commissioner Albers said the airport zones had been done a long time ago, as part of a proposed land use rewrite. Chairman Hollingsworth said two items needed to be researched for the next meeting; 1) airport zone and map, and 2) report on progress of obtaining an aviation easement in the City. Mr. Bowers said he would have this information. Chairman Hollingsworth asked the Board if it wished to maintain the policy of discouraging residential development at the ends of the runways. Commissioner Albers said she hoped this policy would be continued, including the acquiring of aviation easements for affected subdivisions. The Board informally agreed that this was to be the policy of the Authority and that all residential development such as that proposed on the Singh property be discouraged.

The new terminal restaurant concession terms offered to Mr. Pond by the Airport Authority were accepted by him. Commissioner Barnett said the bank letter was not a commitment and he would like to have something firmer. A lease needs to be signed by Mr. Pond and Mr. Bowers indicated this would be pursued, hopefully with a proposed contract ready for the next meeting. It was noted a letter of commitment would be necessary. Mr. Pond and his restaurant equipment supplier (Carson's) who is designing the restaurant space need to get together with Mr. Bowers and Architect Porter. The Board gave Mr. Bowers and Mr. Porter the authority to act on their behalf at these meetings.

that in the absence of Commissioner Enstrom this not come to a vote and that this discussion be one of fact finding and discussion. Commissioner Brach said this was agreeable with him as the information requested from City Treasurer John Tasker was not complete. Commissioner Albers asked that a representative from Grand Valley Rural Power Company be present at the next meeting.

Chairman Hollingsworth asked each Board member to state their concerns regarding annexation. Commissioner White: clarification of the tax issue and that Mr. Letey from Grand Valley Rural Power be at the next meeting; Commissioner Barnett: net rather than gross figures from Grand Valley; more information on the sales tax in relationship to construction materials and the hotel site; franchise fee and utility revenue; use tax on private real estate. He also requested that if the City annexes this area and receives an estimated \$60,000 - \$100,000/year increase in revenue, that it consider earmarking a portion of these funds for the development and improvement of Horizon Drive. Commissioner Brach: someone should get the revenue from the out of town visitors and since the City is prepared and ready with a proposal, action should be taken, and if the County had been ready to initiate a tax he would have voted for that. He did not, however, agree with earmarking funds for road repair and improvements. Commissioner Dunn: agreed Horizon Drive needs to be improved and extended to the airport and that it is at the top of the City improvement list.

Chairman Hollingsworth asked the guests for their comments. John Pabst (Monarch Aviation) was concerned about the increase in sales and property tax and any benefits are not easily perceived: Chuck Kohles (Horizon Aviation) agreed. Joe Bestgen (Avis) said the 2% would not affect the rental cars and most of their business was from out of town people. Mr. Don Johnson (Public Service) said annexation would cost them an approximate \$250,000 outlay.

Commissioner Brach made a motion to table the annexation question until the full Board is present. Commissioner Albers seconded the motion which passed unanimously. Mr. Bowers asked that when the Board votes on this issue that the individual Board members remember they are here as Airport Authority members not as City and County representatives, and should consider the best interests of the airport, and effects upon it, over their respective City or County interests.

Architect Porter suggested it would be best for the bidding process if the annexation question was decided prior to the August 13 bid date so decisions could be made regarding the electrical portion of the specifications, as well as applicability of sales tax. He said sixteen general contractors have been pre-qualified and another eight are still being processed. He noted that a number of change orders will have to be made as the airline spaces have no layout, nor are there any for the concessions or restaurant, and this will be reflected by lower bids, with a higher end cost due to these changes. He noted a probability that the bid date may be changed from the anticipated August 13 date, as necessary to accommodate the majority of the bidders. A meeting with the Terminal Building Committee (Commissioners White, Brach and Albers) was scheduled for Tuesday (7-28), 7:00 A.M. at Porter's office for review of the process.

The Board reviewed the Accounts Receivable and asked that the staff review the Budget audit account, National Car Rental and Monarch Aviation delinquencies. Commissioner Barnett made a motion that all accounts past 30 days be charged 1½% interest on all charges incurred after August 1, 1981. Commissioner Brach seconded the motion which passed unanimously.

Commissioner Brach asked if Mrs. Harms' raise had been implemented and Mr. Bowers said it had not been. Commissioner White commented this had been approved in December and Chairman Hollingsworth said it should have been done at that time. Mr. Bowers said it would be done as it appears to be the concensus of the Board.

Under Agenda Item Other Matters as Commissioners Desire, Brach asked informal Board approval to discuss a construction manager on the new terminal project. (Chairman Hollingsworth said the Agenda item was to enable the Board to discuss whatever matters as necessary when the Board was assembled: Mr. Bowers noted the Agenda is always "proposed".) Commissioner White said it was vital to have someone out on the job site and this person should be on board before start of construction. He suggested the Board may wish to approach School District 51 to see who they are currently using. Commissioner Barnett said that someone practical is needed on site and that architects are not always available for this. Mr. Bowers said the contract with Mr. Porter does not require him to be on site at all times, but he is to be there during all key jobs. This was to be discussed with Mr. Porter during their meeting with him next week and brought back to the Board at the August 12 meeting.

The meeting adjourned at 9:05 A.M.