

MINUTES OF REGULAR MEETING
January 14, 1982

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

Guests Present: Duane Phelps from Frontier Airlines and Joe Bestgen from Avis

Meeting was called to order by Chairman Enstrom at 7:14 A.M. Minutes of the December 22, 1981 meeting were unanimously approved as mailed on a motion by Commissioner Albers and seconded by Commissioner Dunn. There were no prescheduled guests.

Mr. Bowers had been asked by gift shop owner Joann Smith to postpone the discussion of her lease amendment until the next meeting. She has essentially agreed to the amendment as proposed but would like to have first right of refusal to the new terminal building. Commissioner Dunn asked if the 10% and 6% of gross in the amendment represented standard charges within the industry and Mr. Bowers said these percentage charges were comparable to other airport of this size. He added that the monthly minimum was based on a \$10/sq. ft. charge which is the same rate charged other terminal tenants. The Board informally agreed that they did not want to grant any more first right of refusals and Mr. Bowers said he had explained this to Mr. Smith, but she wanted to pursue it with the Board at the January 28 meeting.

The next agenda item was the rent-a-car bid package. Mr. Bowers explained that the format for the bid documents had been patterned after the Columbia, South Carolina airport's and the proposed contracts followed the standard airport lease and agreement form. After receipt of the bid package, Avis Attorney Henderson had written an eleven page letter which included some suggested changes and points for consideration. Commissioner Brach first suggested, than made a motion, that the bid proposal package be turned over for rework to Attorney Bill Nelson. Commissioner Dunn seconded the motion. Commissioner Barnett said that from a technical standpoint the Board should at leaset discuss generalities, establish guidelines, and generally become involved in these matters. Mr. Bowers asked that the current dates set for prebid (1/20 and bid (2/11) be retained.

Mr. Bowers said Attorney Nelson would still need direction on such things as gasoline sales, percentage on insurance sales, etc. Commissioner Barnett had several questions on the contract; can cars be sold on airport premises (Board consensus, no); is the two mile radius necessary (no); fuel sales and accident and collision insurance to be part of gross sales (no); can any size trucks be rented (yes). Also, will the \$42,000 per year minimum put the Authority in jeopardy. Ashby said there possibly could be an anti-trust action and the Board must be sure everyone has a chance to bid. He also said a minimum must be established. Commissioner Brach said apparently there were many points that need clarification and we need Attorney Nelson to put the current documents into an acceptable contract form.

The Horizon Drive loop and the parking lot layout for the new terminal building was the next agenda item. The new terminal would be accessed by a two lane, one way road from the proposed intersection of Horizon Drive and H Road. There would be two left turn lanes prior to reaching the terminal; the first into a long term parking lot, the second into the short term lot. Both lot entrances would have unmanned ticket spitter access. There would also be unmanned ticket spitters just before the loop turns in front of the terminal building. This ticket would be for a limited amount of free parking to enable drop off and pick up of passengers. If the time needed would be greater than the free time allotted, the vehicle would continue on the one way loop past the terminal and enter either the short or long term lot from a left turn lane. The ticket acquired when entering the drop-off zone would automatically be revalidated when entering the short or long term lot. This one way terminal loop is for passenger traffic only, with separate access for taxis, busses, limousines, delivery vehicles and rental cars. Bowers said due to cost constraints this "loop" would initially be two lanes although planned (and with room) for expansion to four.

In answer to the Board's question of passenger access from the parking lot to the terminal, Mr. Bowers stated there would be a marked pedestrian crossing. Another Board concern was enforcement of parking in the loading/unloading passenger area in front of the terminal building. Control would be the cost per minute charge for those vehicles remaining past the allotted "free" time.

The distance from the long term lot (over two hours) to the new terminal building is no greater than from the farthest point in the existing lot. The existing lot has 375 parking spaces and the proposed lot will have 500⁺. No separate employee parking lot is planned, with employees to have mag card access to the long term lot.

The cost of the roadway package will be \$500,000 and the rental car ready area adjacent to the terminal and the parking lot is estimated at \$400,000. These projects will be bid in March or April. It was suggested that the City be contacted to see if these projects could be bid as a special schedule to the \$1.8 million Horizon Drive reconstruction to be bid about the same time. This will be pursued by Commissioner Brach and Manager Bowers.

After lengthy discussion regarding ticket spitter parking control in front of the terminal, it was informally agreed to pursue this type of traffic control. The informal vote was Commissioners Albers, Brach, Barnett and Dunn in favor, with Commissioner White opposed.

Three locations for Fire Station #5 were presented by Mr. Bowers. Option One was located adjacent to Motel Six, Option Two, a triangular piece of ground directly south of the hotel site, and Option Three, the current airport fire station at the base of the tower building. Chief Mantlo and City Manager Wysocki had met with Mr. Bowers and had preferred the locations in the order as above listed. The Commissioners informally agreed to Option One location adjacent to Motel Six. It was further decided that a 3/4 acre site on the eastern boundary of this parcel be used and that the Authority have architectural approval. Terms of the lease, land trade, etc. will be discussed later.

Mrs. Harms suggested a raffle as means to raise money for art for the new terminal. Commissioner Barnett suggested a five person citizens committee be solicited from the community with the Chairman appointed by the Board. Chairman Enstrom said he would work with the new media to solicit community participation on the new terminal art committee.

Commissioner Albers made a motion that the Board adjourn into an executive session. Commissioner Barnett seconded the motion which passed unanimously.