

## MINUTES

### Walker Field Airport Authority Regular Board Meeting January 21, 1992

BOARD MEMBERS PRESENT: John Leane, Pierre Bettelli, Earl Payne, Larry Jokerst, Elaine Ingvertsen, Joe Croker, and John Bennett. Also present: Airport Manager Jeff Wendland, Operations Manager Mike Sutherland, and Airport Administrator Corinne Nystrom.

GUESTS: Keith Koler of Armstrong Consultants, Inc.

#### Regular Board Meeting Called to Order

Chairman Leane called the meeting to order at 5:30 p.m. A quorum was present.

#### Approval of Minutes Dated December 17, 1991

Director Ingvertsen made a motion to adopt the minutes of the December 17, 1991 Board meeting as printed; seconded by Director Jokerst. Unanimously carried.

#### Election of Officers for 1992

Director Payne made a motion to nominate the following as officers for the Airport Authority in 1992: Pierre Bettelli - Chairman, Larry Jokerst - Vice Chairman, Jeff Wendland - Treasurer, Corinne Nystrom - Clerk, and Tess Sullivan - Deputy Clerk; seconded by Director Ingvertsen. Unanimously approved.

Director Ingvertsen made a motion that the nominations be closed and that these nominations be approved; seconded by Director Jokerst. Unanimously carried.

As outgoing Chairman, John Leane expressed his appreciation to the Board for a good year in 1991. He then turned the meeting over to incoming Chairman Pierre Bettelli. Chairman Bettelli thanked Director Leane for his service and assistance to the Authority as Chairman in the previous year.

#### Agreement with Grand Valley Water Users Association For Purchase of Irrigation Water

Director Croker presented the proposed agreement, noting that it had been reviewed by the Contracts Committee and was recommended for adoption.

Director Ingvertsen made a motion to accept the contract between the Grand Valley Water Users Association and the Walker Field Airport Authority upon verification of the proper listing of the Authority's name on the document; seconded by Director Leane.

Unanimously carried.

The Board commended the Grand Valley Water Users Association for their cooperation in working with the Authority on this agreement.

By-Law Amendments Resolution 1991-007 - 2nd Reading

Director Croker made a motion to adopt Resolution 1991-007 to amend the by-laws, thereby expanding the discretion of the County Commissioners and the City Council to appoint individuals who are not Commissioners or City Council members to Board positions currently held by elected officials; seconded by Director Jokerst. A roll call vote carried the resolution unanimously.

Sublease - West Star Aviation to Sprint International Communications Corporation

Since Airport Attorney Harry Griff had some concerns regarding this proposed document, Director Ingvertsen made a motion to table this agenda item until his concerns could be adequately addressed; seconded by Director Leane. Unanimously carried.

Strategic Plan - Winter, 1992

Director Jokerst presented the proposed Strategic Plan, highlighted new action items and provided a summary of the goals and action items addressed in the document. In action item #4, he recommended that the Board be provided information relative to the implementation of passenger facility charges by the February Board meeting rather than at the May Planning Retreat.

Director Jokerst made a motion to accept this document with the appropriate updates and changes; seconded by Director Payne. Unanimously carried.

Memorialize and Ratify Accountable Expense Reimbursement Plan for 1991

Director Croker presented this document for consideration. He then made a motion that the Accountable Expense Reimbursement Plan dated 1991 be ratified as the plan applicable to 1991; seconded by Director Leane. Unanimously carried.

Accountable Expense Reimbursement Plan for 1992

Discussion was held regarding this plan. Director Croker made a motion to adopt the Accountable Expense Reimbursement Plan for 1992; seconded by Director Jokerst.

Director Ingvertsen requested that the motion be amended to state that the Accountable Expense Reimbursement Plan for 1992 be adopted with the provision that staff provide to the Board an implementation policy to go along with the plan; seconded by Director Jokerst. Unanimously carried as amended.

Banking Resolution - 1992-001

Director Croker presented the proposed resolution and made a motion to adopt Resolution 1992-001 - Resolution Concerning Execution of Documents Pertaining to Bank Accounts; seconded by Director Leane. A roll call vote carried the resolution unanimously.

Appoint Committee for Calendar Year 1992

Chairman Bettelli requested that the Board members serve on committees as follows:

Director Croker:	Contracts and Finance
Director Jokerst:	Contracts and Planning
Director Ingvertsen:	Contracts and Planning
Director Payne:	Planning
Director Leane:	Finance
Director Bennett:	Finance

Manager's Report

AIP-11: The Grant Agreement Offer for the 1992 airport improvement projects has been received. The federal grant offer is for approximately \$925,000.

Strategic Planning and Revenue Workshop: Manager Wendland stated that this AAAE-sponsored workshop will be held in Salt Lake City in February and that he would like to attend. He also invited the Board members to attend. Any members who might be interested were asked to notify him as soon as possible.

Neil Allen: Mr. Neil Allen has volunteered his services to research whether any aviation-related companies currently located at Stapleton International Airport would be interested in re-locating to Walker Field.

By-Law Amendments: Airport Attorney Harry Griff is working on a re-draft of the Airport Authority by-laws.

Discussion was held regarding the status of accounts receivables. The Board directed Manager Wendland to negotiate with Sam Hudson regarding his future rent payments and his delinquent account. They requested that a plan for Mr. Hudson's tenancy be presented at the next Board meeting.

OTHER MATTERS AND PUBLIC COMMENT

None

Adjournment

There being no further business to come before the Board, Director Leane made a motion to adjourn the meeting at 6:25 p.m.; seconded

by Director Payne. Unanimously carried.

ADOPTED AND PASSED THIS 18<sup>th</sup> DAY OF February, 1992.

  
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Pierre Bettelli, Chairman

ATTEST:

  
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Corinne C. Nystrom, Clerk