

MINUTES

Walker Field Airport Authority
Regular Board Meeting
June 28, 1994

BOARD MEMBERS PRESENT: Vice Chairman Earl Payne (serving as Acting Chairman), Commissioners Larry Jokerst, Elaine Ingvertsen, Mariann Novack, and Reford Theobald. Also present: Airport staff: Marcel Theberge, Mike Sutherland, Corinne Nystrom, and Leona Andrea.

GUESTS: Donna Sanford, Diane Gibson, Louis Buescher, and Bernie Buescher of West Star Aviation, Keith Koler of Armstrong Consultants, Inc., Gene Burchett of Republic Parking System, Rob & Mary Watters of Western Executive Air Center, JoAnn Smith of Open Range Gift Shop, and Joseph V. Marie, II, a citizen.

Acting Chairman Payne called the meeting to order at 5:28 p.m. A quorum was present.

PUBLIC COMMENT:

Guests introduced themselves. Bernie Buescher noted that West Star's new paint hangar is now in operation. He also commented that good opportunities are available with the upcoming arrival of GPEXpress service to and from Denver.

Approval of Minutes of May 24, 1994 Board Meeting

Commissioner Ingvertsen requested that the word "bidders" be added at the end of the first sentence under Insurance Proposals. She then moved to approve the minutes with the change noted; seconded by Commissioner Jokerst. Unanimously carried.

CONTRACTS:

Western Executive Air Center, Inc.

Airport Director Theberge summarized the proposal by Western Executive Air Center, Inc. to become a full-service fixed base operator and to install aircraft fuel facilities. He also provided an update on the status of the various licensing applications which are needed for the expansion. Director Theberge recommended approval of the expansion plans, the request by Western Executive Air Center, Inc. for a waiver to postpone for 3 years the construction of a second building (as required in the Requirements and Minimum Standards for Services and Activities), and the upgrade to general fixed base operator status.

Commissioner Theobold so moved subject to the receipt of the final lease documents (which are being prepared by Airport Attorney Harry Griff); seconded by Commissioner Ingvertsen. Unanimously carried.

Assignment of Cowden Associates Agreement to Promoco

Airport Director Theberge informed the Board that Cowden Associates has requested that their advertising concession agreement with the Airport Authority be assigned to Promoco of Durango, Colorado for the duration of the agreement (which expires on January 31, 1995). He recommended approval of the assignment.

Discussion followed. Commissioner Theobold moved approval of the assignment of the Cowden Associates advertising concession agreement to Promoco; seconded by Commissioner Jokerst. Unanimously carried.

Sublease Agreement Between Buescher Family Limited Partnership and Strand Aviation

Bernie Buescher explained to the Board that Strand Aviation is re-locating its office from the main West Star Aviation building to the office building and space formerly subleased to Friendship Tours. Discussion followed.

Commissioner Theobold moved approval of the sublease subject to recommendations #1, #2 and #4 of a letter to Airport Director Marcel Theberge from Attorney Harry Griff dated June 27, 1994, and subject to a clarification and review by Attorney Griff on recommendation #3; seconded by Commissioner Jokerst. Unanimously carried.

Colorado Division of Wildlife Ground Lease

Tabled. No action taken.

Republic Parking Rate Adjustment

Airport Director Theberge reviewed the proposed parking lot rate adjustments. Discussion followed.

Commissioner Ingvertsen moved approval of the Republic Parking rate adjustment as presented; seconded by Commissioner Theobold. Unanimously carried.

FINANCE:

April, 1994 and May, 1994 Financial Statements

Airport Administrator Nystrom provided an overview of the May, 1994 financial statements and entertained questions on them as well as the April financial statements which were discussed at an earlier

workshop. There being none, Commissioner Jokerst moved approval of the April, 1994 and May, 1994 financial statements as submitted; seconded by Commissioner Ingvertsen. Unanimously carried.

Accounts Receivable Delinquency List

Airport Director Theberge provided the Board with a list and description of the accounts receivable which are over 90 days delinquent.

(Mr. Phil Roth of Promoco arrived and gave a brief presentation on why Promoco is looking forward to taking over the Cowden Associates advertising concession agreement).

Military Aircraft Fuel Flowage Fees

Airport Director Theberge presented a proposal to implement a \$.06 per gallon fuel flowage fee on military aircraft who purchase fuel at Walker Field. The fee will help defray the costs of operating a facility which meets the needs of military aircraft. Discussion followed.

Commissioner Theobold moved to approve the implementation of the fee; seconded by Commissioner Ingvertsen. Unanimously carried.

AIRPORT PROJECTS:

1994 Airport Improvement Project Grant

Operations Manager Sutherland provided the Board with a summary of the bids which were submitted by United Companies, Elam Construction, and Diamond Back Services to construct a new freight access road at the back of the terminal building. Discussion followed. Commissioner Theobold moved to accept the AIP grant agreement, to award the construction contract to United Companies for \$193,325.50 (the lowest bidder), and to authorize the Airport Director and/or Chairman to sign documents relative to the project as they are prepared; seconded by Commissioner Novack. Unanimously carried.

OTHER BUSINESS:

Airport Commercial Development Master Plan

A brief discussion was held regarding the commercial development master plan which the master plan task force prepared earlier this year. Commissioner Novack moved approval of the plan and to allow staff to take the steps necessary to begin marketing it; seconded by Commissioner Jokerst. Unanimously carried.

STAFF REPORTS:

Colorado Airport Operators Association Conference: Commissioner Ingvertsen provided a summary of the CAO A conference which was held in Grand Junction on June 9th and 10th. She also informed the Board that the conference will be held in Grand Junction again next year on June 8th and 9th. Commendations were made to the staff and to Commissioner Ingvertsen for the work which went into making the conference a success.

May Traffic Reports: Airport Director Theberge highlighted the air traffic reports, noting that enplanements are slightly less than last year, that deplanements year-to-date are comparable to last year, while the month of May was higher than May, 1993. He also noted that aircraft operations numbers year-to-date are slightly higher than last year. Discussion followed.

Correspondence from the Holiday Inn: Airport Director Theberge commented on a letter received from Norm Cook of the Holiday Inn relative to the quality of air service to and from Grand Junction. Discussion followed.

Other Items: Airport Director Theberge noted the following:

The Mesa County Economic Development Council lease agreement has been signed and finalized by both parties.

A new commercial ground lease with Rust Geotech (formerly UNC Geotech) will be presented at the next meeting for consideration.

Staff is working with U.S. West to install more pay phones in the terminal building to enhance this revenue source, to ensure compliance with the Americans With Disabilities Act, and to make more phones available to the public.

Commissioner Ingvertsen noted that she had visited with a representative from Senator Hank Brown's office who indicated that Senator Brown is still interested in having the proposed radar system monitored directly at Walker Field and not monitored from a remote location.

EXECUTIVE SESSION:


Commissioner Theobald moved to go into executive session to discuss personnel matters; seconded by Commissioner Ingvertsen. Unanimously carried. The Board went into executive session at 6:55 p.m.

ADJOURNMENT:

The Board returned from executive session and called the meeting back to order at 7:04 p.m. There being no further matters to come

before the Board, Commissioner Novack moved to adjourn the meeting at 7:05 p.m.; seconded by Commissioner Theobald. Unanimously carried.

ADOPTED AND PASSED THIS 26th DAY OF July, 1994.


Earl Payne, Acting Chairman

ATTEST:


Corinne C. Nystrom, Clerk