

Walker Field Airport Authority

Minutes of the Regular Board Meeting

December 19, 1995

BOARD COMMISSIONERS PRESENT: John Crouch Larry Jokerst
Gary Morris Martin O'Boyle
Judy Humphries Reford Theobold

AIRPORT STAFF PRESENT: Marcel Theberge Corinne Nystrom
Dennis Wiss Susan Stokes
Ron Bumann

ALSO PRESENT: Doug Thompson of West Star Aviation, Ron Rouse of Colorado Airlines, Kent Pfleider, Ruth Ann Chilton of Colorado Skunkworks, Jim Biber of Biber & Co., Miles McCormack of Confederate Air Force, Bruce Butlin (?) and Roger Fischer of Timberline Aviation, Diane Gibson of West Star Aviation, Keith Koler of Armstrong Consultants, Inc., Mike Sutherland of PDM Group Consultants, and Ben Gagnon of the Daily Sentinel.

I. Acting Chairman John Crouch called the meeting to order at 5:15 p.m.

A quorum was present.

II. Introductions, Presentations, and Public Comments

Ron Rouse distributed to the Commissioners copies of a letter (attached) which he read out loud in its entirety.

III. Approval of Minutes of November 14, 1995 Budget Workshop, November 21, 1995 Board Meeting, and December 6, 1995 Special Board Meeting

Commissioner O'Boyle moved to accept all three sets of minutes as amended. Commissioner Humphries seconded. Motion carried.

IV. Contracts

A. Sublease Agreement Between Buescher Family Ltd. Partnership and Bell Aviation, Inc.

Director Theberge presented a brief overview of the agreement. Bell Aviation was not represented. Bernie Buescher stated that Bell is in agreement with the terms of the contract. Commissioner O'Boyle moved to approve the agreement; Commissioner Jokerst seconded. Motion carried.

B. Sublease Agreement Between Buescher Family Ltd. Partnership and Timberline Aviation, LLC

Director Theberge presented the key points of the agreement. Harry Griff pointed out that discussion could be pursued in Executive Session. Discussion followed. Commissioner O'Boyle asked about fee parity across the airport. Bernie Buescher responded, speaking of "an issue of

landing fees," noting the controversy over the meaning of the term "commercial." He stated that he felt that *either* fuel flowage *or* landing fees are to be paid, not both. He also stated that the "land owner" should not be responsible for a sub-tenant's financial obligations to the airport. Harry Griff noted three existing situations on the airport (Kempton air, Strand Aviation, and Rick Fowler) and the rationale behind the deals struck with each: to provide incentives for tenants to purchase fuel at the Grand Junction airport. He pointed out that all three leases will be up for review within one to three years.

Bernie Buescher explained the history of the 4¢ fuel fee. Commissioner O'Boyle asked if the rates and charges survey will generate information on the actual cost to run the airport. Mr. Griff suggested charging landing fees, with a 4¢ fuel break.

Acting Chairman Crouch addressed Mr. Buescher's concern regarding a landlord's financial responsibility for a sub-tenant's security deposit or personal guarantees.

Roger Fischer stated that he felt the airport was squelching business by imposing too many fees and charges. Acting Chairman Crouch summarized the discussion: Bernie Buescher is not a guarantor for subtenants, Timberline is to put up a security deposit, landing fees will be offset with fuel flowage fees (4¢/6¢, depending on fuel type). The Board consensus was that final decision will be deferred until Director Theberge, Roger Fischer, and Harry Griff work out the details.

Acting Chairman Crouch noted that BFLP is not paying landing fees.

EXECUTIVE SESSION: At 6:40 p.m., Commissioner Jokerst moved that the Board enter into Executive Session; Commissioner O'Boyle seconded. Motion carried. At 7:22 p.m., the Board came out of Executive Session and the regular meeting resumed.

C. Sublease Agreement between Colorado Skunkworks and Steve Bush, Dana Brewer, Russ Hamilton, and Becky Hall, dba GMR

Director Theberge gave a brief overview of the agreement and deferred to Harry Griff for further explanation. Mr. Griff noted that Colorado Skunkworks had used the agreement between Walker Field Airport Authority and Colorado Skunkworks as a base and had made changes to reflect the new parties and terms. He pointed out specific portions that needed to be changed to bring the document up to legal specifications, and recommended that he be given the job of polishing the agreement. That job was delegated to Mr. Griff and Director Theberge.

Commissioner O'Boyle asked about retro-activity regarding rates and charges, if any changes made in rates will be made across-the-board. Discussion followed.

D. C-DOT, Division of Aeronautics Grant for Runway Improvements

Director Theberge noted that work will begin late Spring or early Summer. Discussion followed. Commissioner Jokerst moved to accept the contract as presented; Commissioner Theobold seconded. Motion carried. ←

V. **Proposals: Review of Request for Proposals for Legal Services Package**

Director Theberge presented the RFP draft, noting the timetable. Commissioner Theobold asked about the length of the contract and the conflict-of-interest list, suggesting that Mesa County and the City of Grand Junction be added to the list. Commissioner O'Boyle asked about the origin of the proposal, authors, etc. One change to Section V was suggested: "Commissioners" is to be changed

to "Authority." Commissioner O'Boyle asked about the identity of the members of the evaluation/selection committee. Director Theberge explained that current legal counsel had viewed the commented on the RFP. He also explained the source of the wording of the RFP. Discussion followed. Commissioner Morris suggested a wording change to Section V.A.: "management" is to be changed to "administration."

Commissioner Humphries asked about insurance coverage amounts. Harry Griff suggested negotiation of amounts with the successful bidder, and the Board agreed.

Acting Chairman Crouch asked for Board volunteers to serve on the evaluation/selection committee. Joe Croker was selected by consensus of the Board; Judy Humphries, and Gary Morris volunteered.

VI. Finance

A. October 31, 1995 Financial Statements

Discussion was deferred until the next regular meeting.

B. Public Hearing for 1995 Supplemental Budget Appropriation

Commissioner Jokerst explained the status of 1995 Supplemental Budget proceedings, noting that the recommendations for budget changes are based on November financial statements. Corinne Nystrom gave an overview of the proposed Supplemental Budget and opened the floor for questions.

C. Resolution 1995-010 Amending 1995 Budget

A wording change was suggested for Resolution 1995-010. Acting Chairman Crouch noted that while revenue was down, so were expenditures. Commissioner Jokerst moved to approve Resolution 1995-010; Commissioner Theobold seconded. A roll call vote was taken. Motion carried.

THOSE VOTING AYE

John Crouch
Reford Theobold
Martin O'Boyle
Judy Humphries
Gary Morris
Larry Jokerst

THOSE VOTING NAY

none

Commissioner Croker was not present.

D. 1995 Audit Engagement Letter

Commissioner Jokerst moved to accept the audit engagement proposed by Costello & Allyn; Commissioner Theobold seconded. Motion carried.

VII. Staff/Committee Reports

A. November Reports of Passenger Traffic and Airfreight

Discussion was deferred until the next regular meeting.

B. Terminal Radar Facility Task Force Update

Discussion was deferred until the next regular meeting.

C. Tenants ad hoc Committee Update

Discussion was deferred until the next regular meeting.

D. FAA Security Background Check Requirements

Discussion was deferred until the next regular meeting.

E. FAA Grant Agreement Update and Additional Funds

Discussion was deferred until the next regular meeting.

F. DBE Approval

Discussion was deferred until the next regular meeting.

G. Airline Update

Discussion was deferred until the next regular meeting.

H. Nomination Committee Report and Election for Board of Commissioners 1996 Officers

Commissioner O'Boyle presented a candidate list, but did not present recommendations for a slate of officers.

Nominations were received from the floor: Commissioner Jokerst nominated John Crouch as Chairman, Reford Theobald as Vice-Chairman, Marcel Theberge as Treasurer, Corinne Nystrom as Clerk, and Susan Stokes as Deputy Clerk. Commissioner Jokerst moved to accept the proposed slate; Commissioner O'Boyle seconded. Motion carried. Commissioner Humphries noted that the Bylaws call for elections to be held at the regular meeting in January.

VIII. Other Items

All other discussion was deferred until the next regular meeting.

IX. Executive Session

See EXECUTIVE SESSION entry above.

X. Adjournment

Commissioner Jokerst moved to close the meeting; Commissioner O'Boyle seconded. Motion carried, and the meeting ended at 7:39 p.m.

ADOPTED AND PASSED THIS 20th DAY OF February, 1996.

ATTEST:

Corinne C. Nystrom
~~Susan Stokes, Deputy Clerk~~
Corinne C. Nystrom, Clerk

John Crouch
John Crouch, Acting Chairman