

# Walker Field Airport Authority

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## Minutes of the Regular Board Meeting

March 18, 1997

**BOARD COMMISSIONERS PRESENT:** Robert McCormick                      Martin O'Boyle  
Miles McCormack                      Jim Richards  
David Graham                      John Heimburger

*Gary Morris was not present.*

**AIRPORT STAFF PRESENT:** Corinne Nystrom                      Dennis Wiss  
Ted Balbier                      Susan Stokes  
John Thomas

**ALSO PRESENT:** James Braden as interested citizen; Steve Patterson and Gary Angel of Retriever Air Freight; Ron Rouse of Colorado Air Lines; Peg Wallace of Thunder Mountain Ground Service; Jorge Moreno of MAX; Jim Fuoco of J. Fuoco Hangar Association; Larry Kempton of Kempton Air; Steve Costello of Costello, Allyn & Co.; and Doug Thompson of West Star.

### I. CALL TO ORDER

Chairman McCormick called the meeting to order at 5:17 p.m. and welcomed Miles McCormack to the Board. He noted concurrence had been received by the City and County on Mr. McCormack's appointment to the Board.

### II. APPROVAL OF AGENDA

At the request of Manager Nystrom, Item E: Sky's Restaurant Lease Renewal Agreement and Item H: Contract with Elam Construction to Repair Runway 11/29 moved from consent agenda to action items. Item J: Easement for Telephone Utilities on Bennett Property was deleted from the agenda.

### III. PUBLIC COMMENTS AND COMMUNICATIONS

- A. Manager Nystrom presented correspondence from Ms. Iva Allen re: Maverick Airways subsidy in Steamboat Springs and letters from Cong. Scott McInnis' office re: service on United Express. Manager Nystrom will respond back to Ms. Allen and also to Cong. McInnis' office and forward copies of letters to Farmington headquarters for United Express.
- B. Commissioner Richards asked Manager Nystrom to clarify the Authority's position on subsidizing airlines (Maverick), as was suggested by Ms. Allen. She responded that while we appreciate what Steamboat Springs offers to Maverick, because WFAA is in receipt of FAA moneys, we cannot grant favoritism. Also, because WFAA is supported by more than one airline, we cannot match the offer Steamboat Springs made to Maverick. Discussion followed.

#### IV. CONSENT AGENDA

- A. Minutes: February 18, 1997, Regular Board Meeting
- B. Open Range Gift Shop Concession Agreement  
An agreement between Open Range Gift Shop and WFAA was presented for Board approval to allow Open Range Gift Shop to operate the gift shop concession until March 31, 1998.
- C. S & L Enterprises Concession Agreement  
An agreement between S & L Enterprises and WFAA was presented for Board approval to allow S & L to install a pre-paid phone card dispenser on the first floor of the main terminal building until March 31, 1998.
- D. AT&T Concession Agreement  
An agreement between AT&T and WFAA was presented for Board approval to allow AT&T to operate the long distance calling service for the main terminal pay phones until April 15, 1998.
- E. National Weather Service Inflation Chamber Lease Agreement  
An agreement between the National Weather Service and WFAA was presented for Board approval to lease the NWS a plot of land approximately 40,000 square feet to maintain a balloon inflation shelter until September 30, 2006.
- F. Amendment to Isbill Associates Contract for Runway 11/29 Repair Project  
An amendment to the original Isbill Runway 11/29 Repair Project Contract outlining fees proposed by Isbill to repair the runway, and already approved by the FAA, was presented for Board approval.
- G. Recommendation Regarding Request for Proposals for Financial Consulting Services  
At the February 18, 1997 Board Meeting, staff was authorized to solicit proposals for financial consulting services to assist in the application to the FAA for a new passenger facility charge program and other financial programs as needed. Staff received two proposals and recommended to the Board, the firm of Leibowitz Airport Management Consultants, Inc. as the preferred consulting firm.
- H. Assignment of Ground Lease for Hangar One  
An assignment letter from Hangar One Owners Association, Inc. was presented to the Board for approval, assigning all its right, title and interest in their Ground Lease with WFAA over to Hangar One Condominiums, L.L.C.

Commissioner O'Boyle moved to approve the Consent Agenda; Commissioner Richards seconded. Roll call: all ayes. Motion carried.

#### V. FINANCIAL REPORT: 1996 AUDIT REPORT

Manager Nystrom introduced Steve Costello of Costello, Allyn & Co., who explained the audit report. He noted that there were no material omissions discovered during the audit and that no corrective action is necessary on any of the Authority's accounting procedures. Discussion followed.

Commissioner Graham moved to accept the 1996 Financial Audit Report; Commissioner Richards seconded. Roll call: all ayes. Motion carried.

## VI. ACTION ITEMS:

### A. Proposal to Amend Retriever Air Freight Lease Agreement

Mountain Air Express is willing to pay the full rate (\$22.34) for all space in the third ATO which they will be leasing. RAF is paying \$10.71 for its space in the third ATO. John Thomas referred the Board to pages 24 and 25 of the Board packet where options to RAF were noted, and he explained those options. Mr. Thomas noted that RAF proposed option 4, and asked for air conditioning at WFAA expense. Mr. Thomas noted that the cost to WFAA for only those conditions proposed in option 4 would cost \$800-\$900. To install air conditioning in the 4<sup>th</sup> ATO would require extensive work because the 4<sup>th</sup> ATO does not have infrastructure for air conditioning as does the 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> ATO's. He also noted that historically the tenant pays for improvements up-front, and is rebated through rent over time. Discussion followed.

Mr. Steve Patterson of RAF stated that they are willing to explore other possibilities for a cooling system and not necessarily the full scale air conditioning system.

Staff recommended option 4 of the March 12<sup>th</sup> letter, which states, if the second ATO is not available, RAF would move to the fourth ATO and build its own office space (including hallway and door), with the Airport Authority providing the electrical service to the space and paying for the phone line move only. This is contingent upon airlines following through on their plans to rent the space in the second ATO. WFAA will purchase materials and will amortize the cost over the remaining term of the RAF lease. Staff will bring the issue of air conditioning back to the Board at a later date when estimated costs have been determined.

Commissioner Richards moved to accept staff's recommendation; Commissioner Heimbürger seconded. Roll call: all ayes. Motion carried.

### B. Mountain Air Express Use and Lease Agreement

Manager Nystrom briefly explained the requested lease space by MAX and the \$22.<sup>OK</sup>34 rate they will be paying. Jorge Moreno, Station Manager for Mountain Air Express was introduced.

Commissioner Richards moved to approve the lease as written; Commissioner O'Boyle seconded. Roll call: all ayes. Motion carried.

### C. Proposal to Amend Thunder Mountain Ground Services Lease Agreement

John Thomas distributed a handout and explained, that TMGS and RAF do not fall under the same provisions of FAA Grant Assurance policies because they are not airline entities; therefore they can pay at the \$10.71 rate. TMGS will be paying \$22.34 for the space that they share with MAX, since MAX is already paying the higher rate for the same shared space. TMGS exclusive space will be at the \$10.71 rate. Discussion followed.

Staff recommended amending the TMGS Lease Agreement to reflect the proposal stated in the March 18, 1997 Interoffice WFAA Staff Memo.

Commissioner O'Boyle moved to approve the lease amendment per the language in the Interoffice Memo, authorizing the Chairman to sign the document upon its completion. Commissioner Richards seconded. Roll call: all ayes. Motion carried.

D. Amendment to J. Fuoco Lease Agreement

Staff presented the proposed amendment which would retroactively conform the Fuoco lease rate to the rate approved by the Board in 1996 for this type of lease. The amendment also increases the size of the leased parcel and allows the hangar units to be condominiumized. Discussion followed.

Commissioner Richards moved to approve the Addendum as presented; Commissioner Graham seconded. Roll call: all ayes. Motion carried.

E. Structural Repair of WFAA Hangar

Ted Balbier handed out copies of the electrical assessment of the hangar which was conducted by Barnes Electric Co. In addition, he noted that slab jacking estimated cost is \$5200.00. Since no funds have been budgeted for 1997 for repairs to the hangar, Mr. Balbier recommended that WFAA wait until 1998 to consider budgeting funds, as there appears not to be a safety concern at this point.

Chairman McCormick stated that the Board should begin to evaluate long term plans for the hangar. No action taken.

F. Recommendation Regarding Roof Repair on WFAA Hangar

Ted Balbier stated that the roof repair went out to bid March 4, 1997 and closed March 14, 1997. Only one bid was submitted by Western States Roofing. There will be a \$441.00 increase over estimates from last year. Mr. Balbier recommended awarding the bid to Western States Roofing. Insurance will cover all of this cost except for the additional \$441.00.

Commissioner O'Boyle moved to accept and award the bid; Commissioner Richards seconded. Roll call: all ayes. Motion carried.

G. Sky's Restaurant Lease Renewal Agreement

Manager Nystrom described a few changes to the agreement from what was described in the Board packet.

Commissioner Richards moved to approve the lease, authorizing the Chairman to sign; Commissioner McCormack seconded. Roll call: all ayes. Motion carried.

H. Contract with Elam Construction to Repair Runway 11/29

Manager Nystrom presented the contract, referencing the amendment and supplemental agreement, for a total of \$634,370. Discussion followed.

Commissioner Richards moved to approve the Elam Construction, Inc. documents and specifications for improvements to Walker Field Airport, Grand Junction, CO AIP Project No. 3-08-0027-15, Amendment No. One to said contract documents and specifications, and Supplemental Agreement No. One which reflects and the accepts the revisions and amendment, as made, with revised quantities and costs from the original bid. This recommendation is contingent upon final FAA approval that the staff and Isbill Associates endeavor to reach a consensus with Elam and the bonding agency to increase the Performance Bond and Payment Bond amounts required to reflect the new amount of \$634,370.00 but that such consensus will not be required in order to proceed with the repair of the runway and that upon the execution of the documents and receipt of final concurrence and approval by the FAA and Isbill Associates, Inc., the Airport Manager be authorized to issue to Elam Construction, Inc. a Notice to Proceed with the improvements to Walker

Field Airport, AIP Project No. 3-08-0027-15, Option No. 2 in accordance with the contract documents and proposals and that work on the repair begin no later than 10 days after the date of said Notice to Proceed; Commissioner McCormack seconded.

Roll call: all ayes. Motion carried.

## VII. DISCUSSION ITEMS:

### A. Legal Services RFP Update

Commissioner Richards noted that ten firms submitted proposals in response to the RFP. The Committee will meet next week to evaluate the proposals so that a recommendation can be made at the April Board Meeting.

### B. Yearly Part 139 Safety Inspection Report

Ted Balbier reported that FAA Inspector Lynn Curtis performed the annual safety inspection earlier in the month. It went extremely well with only two discrepancies noted in the tenants' area. Mr. Balbier will send a letter to Ms. Curtis noting that the discrepancies have been remedied.

Manager Nystrom commended Mr. Balbier on a good job during the inspection and during his tenure as Acting Airport Manager and commended the Staff for a good job while she was on vacation.

### C. Passenger Facility Charges Program Update

Manager Nystrom provided an update on the status of new application process.

Commissioner O'Boyle asked whether the West Star paint hangar could be used for an ARFF building. Manager Nystrom and Ted Balbier stated it was not feasible because the location of the hangar does not allow ARFF response times to be met on Runway 4/22.

### D. Air Service Update

Manager Nystrom reported on the marketing trips she and John Thomas took to meet with representatives of Skywest Airlines and Mesa Airlines. Skywest acknowledged that six regional jets into Grand Junction are feasible, but the delay in implementation is a fleet issue not a Grand Junction market issue. The drift of the Mesa meeting was that they are working to improve the quality of their service. Discussion followed.

### E. Runway 11/29 Repair Update

Discussed earlier in the meeting.

## VIII. OTHER ITEMS:

### A. Rescue II Truck

Ted Balbier explained that the front axle on rescue 2 needs repair. The estimated cost is between \$2,000.00 and \$5,000.00 but is not currently budgeted.

B. Fire Bay Roof

The fire bay roof needs repair but was not included in FAA tower rehab. There is a \$7,000.00 cost estimate which was also not included in the budget.

Manager Nystrom asked the Board to authorize both repairs, noting that some areas of the budget are under budget now. However, if we don't stay under budget, staff will ask the Board at the end of the year for supplemental dollars. Discussion followed.

Commissioner Richards moved to authorize staff to proceed with the repairs; Commissioner Graham seconded. Roll call: all ayes. Motion carried.

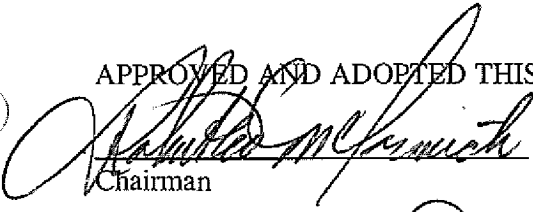
IX. ADJOURNMENT

There being no further business to come before the Board, Commissioner Richards moved to adjourn the meeting.

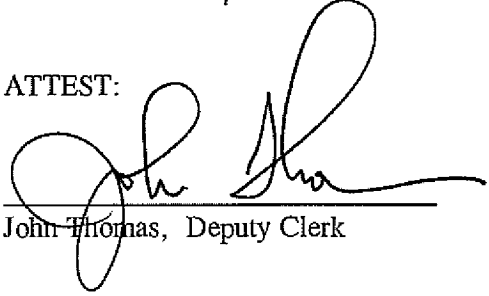
Doug Thompson asked for an update on the entrance sign. Ted Balbier answered that work is underway to complete the sign in the near future.

Commissioner O'Boyle seconded the motion to adjourn. Unanimously carried. The meeting was adjourned at 8:02 p.m.

APPROVED AND ADOPTED THIS 15<sup>th</sup> DAY OF APRIL, 1997.

  
Chairman

ATTEST:

  
John Thomas, Deputy Clerk