

Walker Field Airport Authority

Minutes of the Regular Board Meeting April 24, 2007

BOARD COMMISSIONERS PRESENT: Tom LaCroix
F. Roger Little Gregg Palmer
Denny Granum
John Stevens
Dan Lacy

AIRPORT STAFF PRESENT: Rex Tippetts, A.A.E.
Eddie Storer

ALSO PRESENT:

I. CALL TO ORDER

The meeting was called to order at 5:35 p.m.

II. APPROVAL OF AGENDA

Commissioner Granum moved to approve the agenda. Commissioner Palmer seconded. Voice vote: all ayes. Motion carried.

III. PUBLIC COMMENTS AND COMMUNICATIONS

Manager Tippetts distributed copies of correspondence from the accounting firm of Dalby, Wendland & Co., P.C., who had been retained to address an error in employee payroll deductions during 2005. The communication summarized the process the firm undertook to uncover the discrepancy.

Manager Tippetts explained that he would ensure the appropriate amended income tax forms would be prepared and submitted to the IRS to correct the situation.

IV. CONSENT AGENDA

- A. Minutes: March 20, 2007 Regular Board Meeting
- B. Financial Statement - January 2007

Commissioner Little moved to approve the Consent Agenda. Commissioner Stevens seconded. Voice vote: all ayes. Motion carried.

A. Walker Field Drive Funding Bond - Resolution 2007-004

Commissioner Palmer moved to adopt Resolution 2007-004 - Walker Field Drive Funding Bond. Commissioner Little seconded. Roll call: Commissioner Lacy, aye; Commissioner Palmer, aye; Commissioner Stevens, aye; Chairman LaCroix, aye; Commissioner Little, aye; Commissioner Granum, aye. All ayes: Motion carried.

B. 2007 Colorado Department of Transportation, Colorado Aeronautical Board, Grant Contract Amendment #1

In August of 2006, the Airport Authority applied for a grant from the Colorado Aeronautical Aeronautics Board for matching funds for the 2006 AT-30 Non-FAA-funded additional asphalt ramp from the Fire Station to West Star's concrete apron. The Aeronautical Aeronautics Board approved the requested \$150,000.00 in September, 2006, and the Board approved the Grant Contract and Resolution on September 26, 2006. The Authority Staff has subsequently applied for a grant to fund Crack Filling Equipment and the Aeronautics Division has approved the request and sent three copies of Contract Amendment #1 for WFAA Board consideration and acceptance. This is standard procedure that must be followed each time the Airport Authority receives funding from the Aeronautics Division, and the documents themselves are the same as those used with all other Colorado airports that receive a grant.

Staff recommended that the Board approve the Grant Contract and authorize the Chairman to sign the documents on behalf of the Airport Authority.

Ed Storer pointed out that the requested and approved grant to fund Crack Filling Equipment was for the amount of \$63,000, which had not been included in the agenda item summary. He commented that the equipment will be purchased specifically for use at the Airport with the possibility of loaning it to other airports in the area.

Commissioner Palmer commented that if the equipment is loaned out to other airports an agreement should specifically address issues of maintenance of the equipment as well as first priority use.

Mr. Storer assured Commissioner Palmer that those concerns as well as others would be outlined and defined in an agreement.

Commissioner Granum moved to approve Grant Contract Amendment #1 and authorize the Chairman to sign the documents on behalf of the Airport Authority. Commissioner Palmer seconded. Motion carried.

C. Airport Improvement Fuel Flowage Fee Agreement (West Star)

As part of the funding package for the landside road improvements; West Star has voluntarily agreed to pay an additional flowage fee to make the completion of the project possible. The fee will remain in effect until such time as all improvements east of Walker Drive are paid for. The fee will collect the revenue at a amount higher than the yearly debt service on the bonds causing the flowage fee to expire in the 6 to 7 year time frame. The Bonds will run in the 12 to 20 year time frame. The \$3,800,000.00 in the agreement is an estimate at this time and may change before the April 24th Board Meeting. The agreement is structured this way so future Boards understand we have two separate flowage fees: one, for general operations of the airport and set each year as part of the rates and charges, and the second that is voluntarily paid as support of this project.

Staff recommended the Board approve the Airport Improvement Fuel Flowage Fee Agreement (West Star) and authorize the Chairman to sign the Resolution on behalf of the Airport Authority.

Commissioner Lacy moved to approve the Airport Improvement Fuel Flowage Fee Agreement (West Star) and authorize the Chairman to sign the Resolution on behalf of the Airport Authority. Commissioner Granum seconded. Motion carried.

D. Adoption of the Resolution 2007-005, 2007 Rates and Charges for Walker Field Airport

Manager Tippetts referred to several areas highlighted in the Rates and Charges document that will reflect changes in 2007 including "Reports/Billing" [page 8], "Fees Applicable to Off-Airport Parking Providers" [page 10], and "Photocopies/3rd Party Documents/Miscellaneous" [page 16].

Commissioner Granum moved to adopt Resolution #2007-005, 2007 Rates and Charges for Walker Field Airport. Commissioner Stevens seconded. Roll call: Commissioner Lacy, aye; Commissioner Palmer, aye; Commissioner Stevens, aye; Chairman LaCroix, aye; Commissioner Little, aye; Commissioner Granum, aye. All ayes: Motion carried.

VI. DISCUSSION ITEMS

A. Construction Update

Mr. Storer reported approximately 90% of dirt fill has been completed and that the job is going extremely well. He stated that MA continues to be a great contractor for the Airport and that the entire company has been captive for the project utilizing their different disciplines. He commented that the Walker Field Drive project is about 8 weeks behind at this point; however, the contractor will utilize their entire resources to try and get as much work done before winter close down.

Commissioner Palmer questioned whether or not subcontractors performing work at the Airport are immigration compliant. Mr. Storer responded that immigration compliance is stipulated under any federal program. Manager Tippetts stated that he would check to ensure the immigration requirement is defined in the standard contract.

VII. OTHER ITEMS

A. May 1, 2007 Board Workshop Moved to May 7, 2007

It was agreed to reschedule the Board Workshop to Tuesday, May 7th at which time Name Change of the Airport will be discussed.

B. May 17, 2007 Board Meeting

C. WFAA BIN List

Commissioner Palmer commented he had suggested at the April 24th workshop, and would again recommend, that "Marketing the Airport" and "Board Retreat" be added to the BIN list.

1. Payroll Issue
2. Rental Cars

IX. ADJOURNMENT

Commissioner Palmer moved to adjourn the meeting. Commissioner Little seconded. Voice vote: all ayes. Motion carried.

The meeting adjourned at 6:48 p.m.

APPROVED AND ADOPTED THE, _____ DAY OF _____, 2007.

Signature On File

Chairman Tom LaCroix

ATTEST:

Signature On File

Eddie F. Storer, Clerk
