

May 2nd, 2016 Airport Board Minutes

Members Present: Bill Groff (Chair), Bob Greenberg (Vice-Chair), Norm Knapp, Bill Hawley, Jody Peterson

A. Meeting called to order by Chair Groff at 17:02.

B. Review and Approve minutes of 4/4/16 Airport Board meeting.

1. No changes.
2. Motion to approve by Greenberg, 2nd by Knowles; unanimous vote.

C. Discussion of airport board data.

1. Fuel sales up, Jet and 100LL.
2. Boutique Air is buying all fuel at CNY.

D. Manager's Report and Safety Discussion.

1. Funding was approved for new airport positions, full-time and part-time.
2. Boutique is currently running
3. TSA Fairness Act is still progressing through U.S. Congress
4. DHS refederalization has been submitted to TSA
5. Taxiway lights need to be monitored and corrected; 1-yr warrantee from contractor
6. Sink hole forming in parking lot outside of ARFF building

E. Discussion and consideration of C.I.B. cost for new terminal and design approval. Public hearing for C.I.B. application set for 5/17/16 following County Council meeting.

1. Spreadsheet of cost breakdown of extrapolated from Chamberlin Architects design of new building.
2. Cost determined by large-scale comparison (\$1.49M project) and from detailed breakdown (\$1.9M project)
3. Discussion about what value to proceed (\$1.49M or \$1.9M).
4. Due to the extrapolation of our cost estimates, it was determined to go with \$1.49M because the C.I.B. application would be less than \$1M, and thus increase our likelihood of getting approval.

F. Discussion and consideration of accepting new ground lease that reflects businesses and subleases operating out of hangars.

1. Legal review agreed to change existing leases to enable businesses out of hangars. New lease would enable current activities (businesses) to be permitted out of hangars.
2. Current leases are 30 year + one 5 year extension. Timing would not change on existing leases.
3. Concerns raised that geotechnical issues are in lease; perhaps they should not be in lease (i.e. why not have type of faucets in lease). Since
4. Motion by Knapp, 2nd by Hawley to send to council as written. Passes Unanimously.

G. Discussion and consideration of accepting new sub-lease.

1. New sub-lease boiler plate and sub-lease agreement that would be signed by County, primary tenant (lease holder) and sub-lease tenant.
2. Sub-lease includes 1) a boiler-plate sub-lease to be used by primary tenant (ground lease holder) and sub-tenant (entity renting space), and 2) a notice to be approved by county to be signed by County, Tenant, and Sub-Tenant.
3. The sub-lease contract does not need to be used, but it does include all provisions to be keep compliance between tenant and County.
4. Hawley moves to accept the sublease, Knapp 2nd. No Vote proceeded.
5. Ben Black, Keith McBeth, and Kim Ruble, as members of the public, were given permission to speak and asked if there would be any discussion on the terms of the lease, specifically the duration of the leases.
 - a. General aviation (G.A.) is decreasing throughout the U.S.
 - b. Small businesses are the best likelihood of expansion of G.A.
 - c. What is purpose of 30+5yr lease? There is a preferential rate, because property goes back to County at completion.
 - d. There are multiple different scenarios of what happens at end of lease including, turning hangar over to County, short-term extensions, full-lease extensions, removal of structure.
 - e. It could be recommended to change the terms of the lease.
 - f. Substitute motion was made by Greenberg to amend new ground leases to reflect a 30-year + Four (4) 5 year extensions, seconded by Knapp.
 - g. Noted that there was a vote already on item F and a change of item F.

- h. Paterson suggests that any change will need to go to legal review because of changing legal review.
- i. Need a vote to recommend changing original lease. Will need to have legal review. Vote passes 3-2 (Hawley and Groff against) to change lease to 30 year + four 4-year lease.
- j. Motion to recommend accept leases for Ground Leases with extension amendment made by Greenberg, 2nd by Knapp, vote 4-1 (Hawley against); pending legal review.
- k. Sublease agreements approved for sub-lease agreements for sub-tenants:
 - i. McBeth under Henderson Lease
 - ii. Black under Henderson Lease
 - iii. Gray under Carroll Lease.

K. Future Considerations.

- 1. Entrance Sign.
- 2. Base rate for leases.

L. Adjourned at 18:19 without objections.

-End of Report-

Respectfully submitted by: Judd Hill, CNY Mgr.