



MINUTES OF THE AIRPORT COMMITTEE  
March 23, 2015

REGULAR MEETING 8:00 A.M.

**CALL TO ORDER AND WELCOME** – The regular meeting of the Airport Committee was called to order at approximately 8:20 a.m. by Councilor Perry.

**ROLL CALL**

Those present: Councilor Jason Perry, Councilor Savino Sanchez, Jr. The Chair was absent.

Staff present included Jennifer Brady, Airport Manager, Scott Stark, Property Manager, Walt Ramirez, Office Manager.

Guest present included Judy Armstrong, Bob Donnell, Steve Birdman, Larry Connelly, Steve Wolfe, and Jeff Jackson.

**APPROVAL OF AGENDA**

Councilor Sanchez motioned to approve the agenda as presented. Councilor Perry seconded. A voice vote was unanimous and the motion passed.

**APPROVAL OF MINUTES** – Councilor Sanchez motioned to approve the regular minutes of the February 17, 2015 meeting. Councilor Perry seconded. A voice vote was unanimous and the motion passed.

**NON-ACTION ITEMS**

2. None

**REGULAR ITEMS (Action Items)**

3. Request approval of lease option on an area of land to Walker Aviation Museum Foundation – Mr. Stark advised the lease option is a five year option for a \$500 fee on 2.6 acres of land beginning May 1, 2015 through April 30, 2020. Mrs. Armstrong said the museum foundation proposed five years to allow them time to raise the money needed and to let things come together. Mr. Donnell indicated the museum foundation sees themselves as a museum and an education center. He said it is honoring the past and looking ahead into the future of education. Mr. Donnell said they are more than just a museum and they want to emphasize that a great deal because of the need of science

and math and what they can do to help in that arena for young boys and girls. Mrs. Armstrong added the State is going to place a historical marker on Highway 285 near Hobson road in September in conjunction with the museum's September event. Councilor Sanchez motioned that the Airport Committee recommend to the full council on the April 9, 2015 City Council consent agenda approval of the lease option on 2.6 acres of land to Walker Aviation Museum Foundation for the purpose of building a stand-alone museum and agrees to pay the sum of \$500 not later than May 1, 2015. Councilor Perry seconded. A voice vote was unanimous and the motion passed.

4. Request approval of new lease to Fuego Wireless, LLC, on a portion of two water tower legs and grounds – Mr. Stark advised the lease is not much different from the City's standard lease. A lot of things they rejected pertained to building type leases. He said things that held up the lease were liability issues which the City refused to change. Mr. Stark indicated on page seven of the lease, section E. USE OF THE PREMISES paragraph 18, Fuego Wireless, LLC, asked that it be added with no objection from the City. He said it gives them the opportunity to cancel the lease with a thirty day notice in case their communication equipment is no longer working because of other tenants on the tower or something of that nature. Mr. Stark said the City has no issues with them leaving the tower if that was the case. Mr. Stark said the City has ninety days to cancel the lease. Councilor Sanchez motioned that the Airport Committee recommend to the full council on the April 9, 2015 City Council consent agenda approval of the new lease between the City of Roswell and Fuego Wireless, LLC, on a portion of two water tower legs and grounds at 91 Earl Cummings Loop East for the purpose transmission and reception of telecommunications signals, subject to all terms and conditions of the lease. Councilor Perry seconded. A voice vote was unanimous and the motion passed.

5. Councilor Perry suggested that items 5, 6, and 7 lease renewals be taken all together. Mr. Stark advised of the following three lease renewals and stated staff recommended approval. Councilor Sanchez moved individually that the Airport Committee recommend to the full council on the April 9, 2015 City Council consent agenda approval of the following three lease renewals subject to all terms and conditions of the lease. Councilor Perry seconded each motion:

Old Bog Brotherhood, Roswell Chapter, on Building No. 734

Associated Records, Inc., on Building No. 250 grounds and dock areas

Cliff Waide, on "T" Hangar Building No. 120, Space 4

A voice vote was unanimous and the motion passed.

8. Request approval on lease addendum to add to leasehold on a portion of Building No. 1770 to Birdman Air Enterprises, Inc. – Mr. Stark advised Mr. Birdman approached him wanting to lease an additional room on the southwest corner of Building No. 1770. Mr. Stark said the details have been worked out leasing it at the same rate they lease the rest of Building No. 1770. Mr. Stark said it adds 1,750 square feet to their lease at an additional \$140.00 per month beginning in May. Mr. Stark said the City had been using that area of space for storage and most of what was in there is going to auction this year. He said Birdman Air Enterprise, Inc., is growing and needs the space. Mr. Birdman said their business principally is parting out airplanes, storing airplanes, and once in a while they re-activate an airplane to fly away. He said Stewart Industries has stopped parting out airplanes. He said in December Birdman Air had about twenty-five airplanes they stored and worked on. Mr. Birdman said they had a staff of about twelve or thirteen. He said now they have upwards of fifty aircraft and getting more. He said he has a staff of thirty. Mr. Birdman said they are not going to get much bigger, but they need the space. Mr. Birdman said now that they are re-activating airplanes they need a sterile room to keep everything quarantined if an airplane is going to fly, so that is what the room is going to be used for. Councilor Sanchez motioned that the Airport Committee recommend to full council on the April 9, 2015 City Council consent agenda approval of the Fourth Addendum to Lease Agreement between the City of Roswell and Birdman Air Enterprises, Inc., to increase tenant's leasehold by 1,750 square feet in Building No. 1770 effective May 1, 2015 and rent is increased by \$140.00 per month effective May 2015 billing cycle. Councilor Perry seconded. A voice vote was unanimous and the motion passed.

#### **OTHER BUSINESS (NON-ACTION)**

9. Manager's Report – Ms. Brady reported the Navy personnel have finished their training, another successful deployment. Ms. Brady also reported a couple of KC-135's coming in from Fairchild AFB will be here for three days. They are scheduled to arrive tomorrow afternoon. She said they will fly a couple of sorties Wednesday and depart Thursday. Ms. Brady reported they are expected to use 150,000 lbs. of fuel. Ms. Brady said the construction project is going as long as the good weather continues. She said they are trying to catch up on little things they had delays on. Ms. Brady said the construction project is scheduled to be completed April 21<sup>st</sup>. Ms. Brady also stated staff has been contacted by the FAA to go out to bid for the second and third phases of this project to get figures to see if the FAA can fund it. Ms. Brady said the Airport is hoping to open the runway the first week of May.

10. Property Manager's Report Accounts Receivables – Mr. Stark reported everything is going well in terms of account receivables everyone is within a month as they usually are except Sprint. He said Sprint is about five months behind, but he has had a conversation with them and they tell him the check is in the mail. Mr. Stark said he thinks the Airport will receive a check today.

11. Public Comments  
None

## **ADJOURN**

There being no further business to come before the Committee, Councilor Perry adjourned the meeting at 8:59 a.m.

Submitted by Walt Ramirez