

## **AIRPORT LEASE SUBCOMMITTEE MEETING**

**June 5, 2007 – 1:30 P.M.**

PRESENT: Chairman Raymond; Supervisors Hunter, Lucia; Mark Rider, Co. Attorney; Joe Ritchey, Tom Speziale, Rick Gardner, DPW; James Valachovic, Richmor Aviation, Inc.; Hilton Tallman, Air Adventures

Chairman Raymond called the meeting to order.

Mr. Hunter moved to approve the minutes of the May 9<sup>th</sup> meeting. Mr. Lucia seconded. Unanimous.

Chairman Raymond said she called this meeting specifically today because it has become increasingly apparent that this process is more technical than our expertise. She said she spoke to Mr. Ritchey about the possibility of getting a consultant on board to look at the issues. She said she met with Mr. Ritchey and Steve Berardo, who is an engineer from Edwards & Kelcey and is extremely knowledgeable and knows what needs to happen to get this done. She said to wait and go out with an RFP for an engineering firm would take us into September. She said this firm is already on board with DPW, and they have sent in a technical proposal.

Mr. Ritchey said the engineer will go over all of the Minimum Standards which were created in the early 1980's. That will be the first thing for operating at the airport, he stated. He said he will also review all existing leases and make recommendations. We are looking to reduce the maintenance efforts of the Buildings & Grounds Dept. to be picked up by the FBO's. He will help us define the level of maintenance, he added. Chairman Raymond said when he comes back, he may give us choices on lease terms and things we could make decisions on.

Mr. Ritchey stated the engineer will put together RFP's for the Fixed Based Operating service. Right now, the preliminary idea is for us to determine fair market rates for both building rental and land rental. He may propose different rates for someone who is not an FBO and who just wants to build a hangar, he stated. He said he may propose a line item for what they will pay the County like a bid situation as opposed to who has a better plan. He stated the engineer may have other services like reviewing and evaluations, publishing the RFP, negotiating with FBO's, etc. He has scheduled three

meetings with this subcommittee, and we will try to do what we can through e-mail and telephone, he said.

Chairman Raymond said for any information we need to act on, we need a minimum of 24 hours in advance of when we need to act. I do not want to have to make a decision at that moment with the engineer, she stated.

Mr. Ritchey reviewed the engineer's lump sum cost estimate of \$15,700 with additional services of \$4,300 for a total of \$20,000. Mr. Ritchey recommended that the lump sum cost estimate not exceed \$20,000. Chairman Raymond stated if the subcommittee agrees, we will pass this recommendation for a contract on to the Buildings & Grounds and Law & Finance Committees and then to the full Board. Mr. Ritchey said in talking to him, the process would take 3 ½ months. Chairman Raymond said if the subcommittee has any questions, we can have a conference call with Mr. Berardo and Mr. Ritchey.

Chairman Raymond said she spoke with a representative of Congresswoman Gillibrand's office and expressed her displeasure that the F.A.A was not willing to talk to us. They said they will look into that, she said. She said maybe this will help another county that might want to talk to them.

**Mr. Lucia moved to accept the proposal from Edwards & Kelcey not to exceed \$20,000. Mr. Hunter seconded. Unanimous.**

On a motion by Mr. Hunter, seconded by Mr. Lucia, the meeting was adjourned.

Respectfully submitted,

Elaine M. Sodemann