



**MINUTES OF MEETING
AIRPORT ADVISORY BOARD
Tuesday, May 12, 2015
6:30 P.M.**



BOARD MEMBERS PRESENT:

Keith Hutchinson, Chairman
 Andy Mungenast, Vice Chairman
 Dr. Charles Waldrop, Jr.
 John Stewart
 Dean Byers
 Tim Fagan

X
 X
 X
 X
 X
 X

ALTERNATE PRESENT:

James Knight

X

CC LIAISON PRESENT:

Councilmember Jaglowski

X

STAFF PRESENT:

Mark Divita, Airport Manager

X

Kellen Benbrook, Operations Supervisor

CALL TO ORDER: The meeting was called to order by Chairman Keith Hutchinson at 6:30 p.m. with a quorum present.

Item #1: Approval of Minutes from March 10, 2015 Meeting

Dr. Waldrop motioned for approval. This was seconded by Mr. Fagan. The vote carried unanimously.

Item #2: Airport Manager Staff Report

Divita provided a brief on the airport's FY to date financial status. He noted fuel sales resumed normal figures in March, but due to bad weather April sales were lower than usual. He did note that fuel sales are higher than last year during the same time period.

Divita briefed the airport's profit and loss statement pointing out that fuel sales are now about the same this year than last year. Divita noted that overall the airport's net income was now in the black at a modest \$4,800. Café sales percentage has grown by about 100% showing \$1,000 for dollars in revenue as compared to last year.

Divita briefed on current Aviation Capital Improvement Projects at the airport. He stated the apron project will have its TxDOT inspection on Friday, 15 March. Pending any discrepancies the airport plans to open the helicopter parking circles portion of the apron the following Monday for public use. The 12,000 gallon self-serve fuel farm is ready to break ground as soon as the soil dries up enough for the heavy equipment to work on the area. The terminal building design phase two review drawings were reviewed by the City and Architecture Committee. Revisions are in the works now and Phase 3 drawings should be available for final review in mid-summer.

Item #3: Discuss and consider convening next month's meeting of the Airport Advisory Board.

A motion was made by Mr. Byers and seconded by Mr. Stewart to conduct the June meeting. The vote carried unanimously.

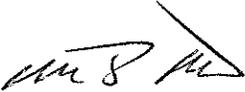
Item #4: Set Agenda for Next Meeting

- Approval of Minutes
- Airport manager briefing
- Discuss and consider convening next month's meeting
- Set agenda for next meeting

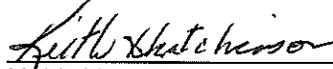
ADJOURNMENT: Mr. Fagan moved to adjourn. After a second by Mr. Byers, the motion was approved unanimously and the meeting adjourned at 6:52 p.m.

ATTEST:

APPROVED:



Mark Divita
Airport Manager



Keith Hutchinson
Chairman