



**MINUTES OF MEETING  
AIRPORT ADVISORY BOARD  
Tuesday, August 13, 2013  
6:30 P.M.**



**BOARD MEMBERS PRESENT:**

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

**ALTERNATE PRESENT:**

X Vacant

**CC LIAISON PRESENT:**

X Vacant

**STAFF PRESENT:**

X Mark Divita, Airport Manager

X Kellen Benbrook, Operations Supervisor

X

**CALL TO ORDER:** The meeting was called to order by Chairman Keith Hutchinson at 6:32 p.m. with a quorum present.

**Item #1: Approval of Minutes from June 11, 2013 Meeting**

Mr. Mungenast motioned for approval. This was seconded by Mr. Stewart. The vote carried unanimously.

**Item #2: Airport Manager Staff Report**

Divita provided a brief on the airport's fuel sales for FY to date. Divita noted that fuel sales have peaked in June and slightly dipped in July. He noted in comparison to last year the sales figures are close to the same now after the winter lull. Divita said fuel sales projections for late August and September should be good due to Warbirds on Parade and temperatures cooling in September.

Divita noted that expenses are under control. He noted the pavement repairs are now reflected in the budget, yet the RAMP grant reimbursement has not net been applied so the bottom line is show a net loss. This should end up being a net gain of about \$20,000 after the RAMP grant reimbursement is applied.

Divita provided a brief on Warbirds on Parade stating it will be run same as last year and the airfield will be mowing the week prior to the event.

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

Mr. Mungenast motioned to cancel the July meeting. This was seconded by Dr. Waldrop. The vote carried unanimously.

**Item #4: Set Agenda for Next Meeting**

- Approval of Minutes

- Airport Manager Briefing
- Discuss and consider convening next month
- Set agenda for next meeting

**ADJOURNMENT:** Mungenast moved to adjourn. After a second by Mr. Byers, the motion was approved unanimously and the meeting adjourned at 6:53 p.m.

ATTEST:



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Mark Divita  
Airport Manager

APPROVED:



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Keith Hutchinson  
Chairman