



**MINUTES OF MEETING
AIRPORT ADVISORY BOARD
Tuesday, November 12, 2013
6:30 P.M.**



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| BOARD MEMBERS PRESENT: | | ALTERNATE PRESENT: | |
| Keith Hutchinson, Chairman | X | James Knight | X |
| Andy Mungenast, Vice Chairman | X | CC LIAISON PRESENT: | |
| Dr. Charles Waldrop, Jr. | X | Councilmember Jaglowski | |
| John Stewart | X | STAFF PRESENT: | |
| Dean Byers | X | Mark Divita, Airport Manager | X |
| Tim Fagan | 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 August 13, 2013 Meeting

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

Item #2: Airport Manager Staff Report

Divita provided a brief on the airport's FY in review. Divita noted that fuel sales have recovered to normal levels over the summer but did not gain enough to overcome the depression of sales in the winter. He noted in comparison to last year the sales figures are close to the same now after the winter lull. He noted while other sales items are small they were about the same level as the previous year.

Divita noted that expenses are under control and ended the FY at -1.2%. He noted the pavement repairs are now reflected in the budget and the RAMP grant reimbursement been applied.

Divita noted that overall the airport's net income was in the red at -\$27,156 compared to last year's positive amount primarily due to the slow fuel sales over the past winter.

Divita briefed on the bid meetings and timelines for the future construction at the airport. He noted that the new ramp should break ground in January followed by the new 12,000 gallon self serve in spring time. The terminal building design was noted to start in January as well and begin construction in late FY 14 or early FY 15.

Item #3: Election of Officers

Keith Hutchinson was nominated for Chairman and Andy Mungenast was nominated as Vice Chairman. The votes for each nomination carried unanimously.

Item #4: Discuss and consider convening next month's meeting of the Airport Advisory Board.

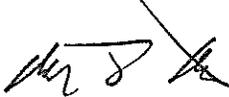
Mr. Mungenast motioned to cancel the December meeting. This was seconded by Mr. Byers. The vote carried unanimously.

Item #5: Set Agenda for Next Meeting

- Approval of Minutes
- Airport manager briefing
- Discuss airport staffing for FY 15 and new terminal building
- Discuss and consider convening next month's meeting
- Set agenda for next meeting

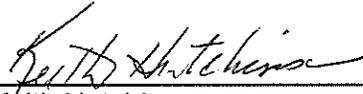
ADJOURNMENT: Mr. Byers moved to adjourn. After a second by Mr. Stewart, the motion was approved unanimously and the meeting adjourned at 7:07 p.m.

ATTEST:



Mark Divita
Airport Manager

APPROVED:



Keith Hutchinson
Chairman