



**MINUTES OF MEETING
AIRPORT ADVISORY BOARD
Tuesday, October 14, 2014
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 James Knight

CC LIAISON PRESENT:

X Councilmember Jaglowski

STAFF PRESENT:

X 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 August 12, 2014 Meeting

Mr. Stewart 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 financial status. He noted fuel sales continued to be up and down every other month for the last 8 months. He also said fuel sales are doing much better this year than last year.

Divita briefed the airport's profit and loss statement pointing out that fuel sales and aviation resale items, particularly oil, are much higher this year than last year. Divita noted that overall the airport's net income was in the red as it was last year too. He noted payroll items increased expenses this year as compared to last year after a part time position went to full time. Divita noted the airport's electrical bill was much higher this year and is taking measures to reduce it. He also noted that the increased frequency of mowing intervals caused the mowing contract to be higher than last year.

Divita briefed on current Aviation Capital Improvement Projects at the airport. He stated concrete is being laid now. The asphalt in phase 2 is set to be laid the following week. The terminal building design phase one is complete. Phase two is on hold until the cost of construction estimate is approved by TxDOT. The architectural committee will be called to meet once phase two begins.

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

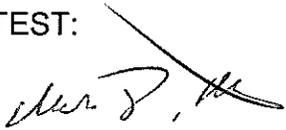
Mr. Hutchinson said the meeting will need to be held to conduct officer elections.

Item #5: Set Agenda for Next Meeting

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

ADJOURNMENT: Mr. Mungenast moved to adjourn. After a second by Dr. Waldrop, the motion was approved unanimously and the meeting adjourned at 7:02 p.m.

ATTEST:



Mark Divita
Airport Manager

APPROVED:



Keith Hutchinson
Chairman