



**MINUTES OF MEETING
AIRPORT ADVISORY BOARD
Tuesday, June 9, 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

ALTERNATE PRESENT:

X James Knight X

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 May 12, 2015 Meeting

Dr. Waldrop 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 to date financial status. He noted fuel sales resumed normal figures like in March, and made a nice recovery from April sales that were lower than usual. He noted that avgas sale were lower in May due to all the rain, but jet fuel sales carried the month to see better numbers.

Divita briefed the airport's profit and loss statement pointing out that fuel sales are slightly less by 4.6% compared to this year than last year. Divita noted that overall the airport's net income was -\$8,005 partly due to the lower fuel sales from the winter and April. Café sales percentage is still strong at 78 as compared to last year.

Divita briefed on current Aviation Capital Improvement Projects at the airport. He stated the apron project is finishing the punch list items now and should be done within 2 weeks according to contractor estimates. He said the helicopter parking circles opened last Friday and many helicopters have already used them. The 12,000 gallon self-serve fuel farm should break ground on 15 June and the tank will be delivered this week for staging. The terminal building design phase two review drawings are progressing and the Café kitchen plan is complete and ready to be added to the phase 2 drawings. Revisions are in the works now and Phase 3 drawings should be available for final review in mid-summer.

Divita discussed RAMP grants items to be done this summer. They included: concrete repairs in a hangar, about the ramp and a sidewalk type area between buildings 880 and 886 to give access to a new gate and solve erosion issues. Also mentioned was painting of the weather station, segmented circle, and patio railing.

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

A motion was made by Mr. Mungenast and seconded by Dr. Waldrop to cancel the July meeting. The vote carried unanimously.

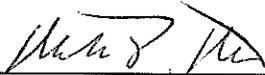
Item #4: Set Agenda for Next Meeting

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

ADJOURNMENT: Mr. Mungenast moved to adjourn. After a second by Dr. Waldrop, the motion was approved unanimously and the meeting adjourned at 6:50 p.m.

ATTEST:

APPROVED:



Mark Divita
Airport Manager



Keith Hutchinson
Chairman