



**MINUTES OF MEETING
AIRPORT ADVISORY BOARD
Tuesday, August 9, 2011
7:00 P.M.**



BOARD MEMBERS PRESENT:

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

X
X
X
X

ALTERNATE PRESENT:

Tim Fagan

X

CC LIAISON PRESENT:

N/A

STAFF PRESENT:

Mark Divita, Airport Manager
Kellen Benbrook, Operations Supervisor

X

CALL TO ORDER: The meeting was called to order by Chairman Keith Hutchinson at 7:01 p.m. with a quorum present.

Item #1: Approval of Minutes from June 14, 2011 Meeting

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

Item #2: Airport Manager Staff Report

Divita provided a brief on the airport's sales statement FY to date in both graphic and tabular form. Fuel sales have recovered and plateaued since May. The Airport's Profit/Loss statement was briefed as well. The airport has an \$80,000 loss FYTD.

Divita briefed the next phase of the Airport Master Plan and his August 2nd meeting with TxDOT Aviation. He explained in 2012 the design and engineering of the new south ramp and associated infrastructure will cost the City of Lancaster \$31,000 and the construction in 2014 will cost the City of Lancaster \$526,500. There is a good chance TxDOT will move up the construction to 2013, but the City Manager is not eager to support this due to funding issues.

Divita provided a brief on the status of the Open House Day event. Turn out was low due to hot weather and first time event.

Item #3: CAF "Warbirds on Parade" Event Update.

Charlie Wood gave a brief on the events and inner workings of the September 3rd event.

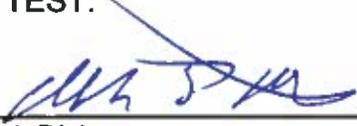
Item #4: Set Agenda for Next Meeting

- Approval of Minutes
- Election of Chairman and Vice Chairman
- Runway Café Financial Report by proprietor

- Airport Manager Briefing
- Set Agenda for Next Meeting

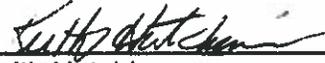
ADJOURNMENT: Stewart moved to adjourn. After a second by Dr. Waldrop, the motion was approved unanimously and the meeting adjourned at 7:28 p.m.

ATTEST:



Mark Divita
Airport Manager

APPROVED:



Keith Hutchinson
Chairman