



**MINUTES OF MEETING  
AIRPORT ADVISORY BOARD  
Tuesday, May 10, 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

**ALTERNATE PRESENT:**

X Tim Fagan

**CC LIAISON PRESENT:**

X N/A

**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 7:04 p.m. with a quorum present.

**Item #1: Approval of Minutes from May 10, 2011 Meeting**

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

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

Divita provided a brief on the airport's profit & loss statement FY to date. Fuel sales further in April and May is looking very good so far. The board asked for more detailed reporting to include Costs of Goods Sold, profit, and profit margin.

Divita provided a brief on the next results of the April Fly-In Air Race event. Due to bad weather the turn out was low. Only 5 racers competed and 30 total people attended. The airport did make a profit of \$347 on the event through fee, T-shirt sales, and fuel sales.

**Item #3: Set Agenda for Next Meeting**

- Approval of Minutes
- Airport Manager Briefing
- Discuss and consider cancellation of July board meeting
- Set Agenda for Next Meeting

**ADJOURNMENT:** Mungenast moved to adjourn. After a second by Dr Waldrop, the motion was approved unanimously and the meeting adjourned at 7:23 p.m.

ATTEST:

Mark Divita  
Airport Manager

APPROVED:

Keith Hutchinson  
Chairman

Master



NOTICE OF MEETING AND AGENDA  
AIRPORT ADVISORY BOARD  
JAMES R. WILLIAMS PUMP STATION, 1999 JEFFERSON  
TUESDAY, APRIL 12, 2011 *May 10*  
7:00 P.M.



**BOARD MEMBERS:**

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

**ALTERNATE :**

Tim Fagan

**CITY COUNCIL LIAISON:**

N/A

**STAFF LIAISON:**

- Mark Divita, LNC Airport Manager
- Kellen Benbrook, LNC Airport Supervisor

**PUBLIC & TENANTS ALWAYS INVITED**

CALL TO ORDER

*1904*

Item #1: Approval of Minutes from April 12, 2011 Meeting

*Motion: Doc  
Second: Stewart  
Vote: unanimous*

Item #2: Airport Manager Staff Report

- Provide a brief on Profit & Loss
- Provide a brief April Fly-In Event

Item #3: Set Agenda for Next Meeting

*1023* **ADJOURNMENT**

*Motion: Andy  
Second: Doc  
Vote: all*

Posted: May 5, 2011 – 5:00 PM

By: \_\_\_\_\_  
Mark Divita, Airport Manager

The pump station is wheelchair accessible. For sign interpretive services, call the city secretary's office at 972-218-1311 at least 72 hours prior to the meeting. Reasonable accommodations will be made to assist you.

*Agenda: #1  
#2  
# - consider cnx July mtg  
#3*