



MINUTES OF MEETING  
AIRPORT ADVISORY BOARD  
Tuesday, May 10, 2016  
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 6:35 p.m. with a quorum present.

**Item #1: Approval of Minutes from March 8, 2016 Meeting**

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

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

Divita provided a brief on the airport's Quarter and FY to date financial status as received from the Finance Director for the airport. He explained the new table and its comparison of 2015 and 2016. Divita noted the airport is performing better than forecasted for 2016 in both revenues and expenditures.

Divita briefed on current Aviation Capital Improvement Projects at the airport. He stated the apron project is finished and the 12,000 gallon self-serve fuel farm is done. The self-serve is currently down awaiting a replacement part then it will be open again soon. The terminal building bids came in approximately \$500mil over the TxDOT budget. KSA Engineers value-engineered the drawings in an attempt to close the gap, but were still short \$250,000. The City is seeking Congressional help to source funding the bid can be awarded.

**ADJOURNMENT:** Mr. Stewart moved to adjourn. After a second by Mr. Buyers, the motion was approved unanimously and the meeting adjourned at 7:01 p.m.

ATTEST:

APPROVED:

Mark Divita  
Airport Manager

Keith Hutchinson  
Chairman