

The Airport Commission met in regular session Monday, October 28, 2019 at 4:00 p.m. The meeting was called to order by Chairman Hobbs.

Members Present:

Ray Hobbs, Gary Jackson, Jerry Vest, Clyde Temple, Mark Fryauf, and Roger Bullock

Others Present:

David Krutsch, Airport Manager; Jennifer Moore, City Staff; Linda Jennings, Beaver Lake Aviation (BLA); Mark Kruger; City Council, Adam White, Garver

Public Forum: None

Action on Minutes:

Motion by Temple, second by Fryauf to approve the minutes of September 30, 2019 as submitted. **Voice Vote: Yes-Unanimous. Motion carried.**

Financial Report:

Flowage Fees: The fees were up 33.5% for September following -3.6% last month. YTD we are up 8.6 %. Factors impacting the numbers include the timing of deliveries versus sales. A few loads were billed in error. Krutsch stated he expects some moderation for September. The loads billed in error have been corrected and there will be a \$2,253 adjustment reflected next month. The Commission discussed industry trends regarding flowage fees.

Krutsch reported that City Council approved the budget amendment and contract resolution authorizing the repainting and repair of the Veteran's Memorial static displays on 10/8/19. City Council approved the budget amendments and authorized the purchase of the liquid deicer equipment and storage tank on 10/22/19. Krutsch discussed the status of the contract for the static displays. The Commission discussed timing of the work and the paint being used. Purchase orders have been issued for the liquid deicer equipment and storage tank. Krutsch indicated the vendor reported a potential delay getting the stainless steel tank for the sprayer. Krutsch also discussed the shelf life of the different types of chemical deicers, various factors that affect shelf life, priorities, type, amounts used, and timing of the different deicing methods.

Manager's Report:

A grant application was submitted to the Department of Aeronautics for the November meeting. It will be a 10% matching grant for the AIP 36 project in the amount of \$201,906.

The closeout process for the AIP 37 design only grant for the Reconstruct Taxiway project has been completed. The federal share amount of \$64,405 is expected in the next few days.

Krutsch and White briefed the Commission on water/fire flow and setback issues concerning future hangar development. RWU is assessing offsite improvements. Waivers from the Planning Commission may be requested. Based on preliminary information, a long term plan is needed and upgrades may be required. Hangar sizes and layout were also discussed. A conceptual development plan handout was provided depicting the proposed taxiway and potential hangar development area. Krutsch stated the size and layout of the hangars shown is only to provide scale. The actual development will be driven by demand. Krutsch and White briefed the Commission on code requirements and considerations thereof.

Krutsch discussed the early onset of colder temperatures and winter equipment conversions. We will have one broom, one spreader/plow truck, and one small plow ready this week. The other equipment will be converted before Thanksgiving.

Krutsch reported that two airspace studies have been completed for the high mast apron light pole and potential AVGAS self-serve facility.

The Commission discussed the remaining 2019 capital budget. Krutsch stated the voltage regulator replacement may be deferred.

Krutsch stated a budget hearing is scheduled for November 4 with City Council. Items being requested include a replacement zero turn radius mower and additional funding for engineering support and planning for future hangar development.

Krutsch discussed the City wide storm cleanup efforts. The airport is assisting the RSD with resources as able to help with debris clean up.

Krutch provided an ACIP update.

New Business:

Krutsch presented a Sublease Agreement for Hangar (T1-E). Motion to approve Sublease Agreement Hangar (T1-E) by Vest. Second by Temple. **Voice vote: Unanimous-Yes.**

Krutsch discussed the need to proceed with design of the proposed FY2020 AIP 38 Construct Taxiway project. Krutsch discussed the process for consultant selection and fee negotiation. FAA is reviewing the scope of work. Motion made to authorize the Professional Services Committee to Negotiate Design Phase Services Contract Amendment with Garver, LLC; tentative AIP 38 Construct Taxiway project made by Temple. Second by Vest. .

Roll call vote: Unanimous-Yes.

Coming Events:

IDK Café's monthly Saturday Brunch, held on the 2nd Saturday of each month, will be on November 9, 2019.

City offices will be closed in observance of Veteran's Day- November 11, 2019 and Thanksgiving – November 28 – 29, 2019. The commission reviewed alternative dates for the November commission meeting. Confirmation of new date will be sent out.

Motion by Hobbs, second by Jackson to adjourn. Voice Vote: Yes-Unanimous. **Motion carried.**

Meeting adjourned at 4:56 p.m.