

The Airport Commission met in regular session Monday, November 18, 2019 at 4:00 p.m. The meeting was called to order by Chairman Hobbs.

Members Present:

Ray Hobbs, Gary Jackson, Jerry Vest, Clyde Tempel, Mark Fryauf, and Roger Bullock. Bob Crafton and Jerry Vest were absent.

Others Present:

David Krutsch, Airport Manager; Jennifer Moore, City Staff; Linda Jennings, Beaver Lake Aviation (BLA)

Public Forum: David Hawkins explained and requested discussion regarding his hangar lease. Chairman Hobbs stated that since the last meeting in which Mr. Hawkins appeared, the matter has been reviewed and Mr. Hawkins was previously given a document in writing outlining the decision. Hobbs referred anything further to the City's legal department and provided contact information. Hawkins provided a copy of a letter dated June 5, 2019 that he had provided previously.

Action on Minutes:

Motion by Tempel, second by Bullock to approve the minutes of October 28, 2019 as submitted. **Voice Vote: Yes-Unanimous. Motion carried.**

Financial Report:

Krutsch reported it was an uneventful month for expenses. Flowage fees were up 33.5 % in September and down 28.8 % in October, reflecting a YTD increase of 4.5%. A double digit increase is expected next month. Factors impacting the numbers include the timing of delivery versus sales and some moderation in traffic.

Krutsch informed that the FAA reimbursement for the AIP 37 grant has been received and will be posted in November revenue. Krutsch stated Acct # 707045 included the quarterly payment. Krutsch reviewed various types of charges and factors that impact the annual total, such as the timing of the quarterly payments, afterhours charges, and variance of timing in the expenses and reimbursements. Krutsch stated 100% of the expense is reimbursed.

Manager's Report:

A State grant application for the AIP 36 project will be considered in November which will result in reimbursement in December.

Krutsch reported that the first winter event of the season occurred on November 11. Solid deicer was used and operations continued. While the solid deicer was used, liquid deicer would have been more beneficial. Krutsch reviewed runway condition NOTAM methodology and provided a handout describing the RCAM (Runway Condition Assessment Matrix). Krutsch discussed the criteria, including pilot reports (PIREPS), regarding the different codes applied and considerations thereof when assessing and rating runway condition. Krutsch explained the impacts and factors associated with ice and the benefits of both solid and liquid deicers.

Krutsch discussed a generator repair resulting from ice in a crankcase breather line. A maintenance run revealed blown seals and significant oil leaks from the turbo charger. The warranty expired on August 9. Krutsch requested the manufacturer review for potential assistance due to a potential design defect. Krutsch stated the \$3,000.00 repair will be reflected in November financials.

Krutsch reported that restoration work on the static display has started. The tentative plan is to paint the canopies black.

Restriping that was budgeted for 2019 has not been completed due to contractor schedules and weather. If not completed by year end, it may be an item requested for carry over into next year.

The independent fee estimate has been completed for the AIP 38 Taxiway design phase with Garver. Krutsch will schedule a time to review with Jackson. He anticipates it to be on the 11/26 Council agenda.

Krutsch provide an update on the phasing plan for the proposed 2020 project based on estimated cost and available funding. Krutsch discussed hangar development and reviewed various aspects of the proposed project.

New Business: None

Coming Events:

City offices will be closed in observance of Thanksgiving – November 28 – 29, 2019. The next meeting as scheduled, is for Dec 9, 2019.

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

Meeting adjourned at 4:32 p.m.