



**MINUTES OF MEETING
AIRPORT ADVISORY BOARD
Tuesday, April 9, 2013
7:00 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 Vacant

CC LIAISON PRESENT:

X Walter Weaver

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 7:00 p.m. with a quorum present.

Item #1: Approval of Minutes from March 12, 2012 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 fuel sales for FY to date. Divita noted that fuel sales are trending back up in March. He noted in comparison to last March the numbers are not comparable because this was when the self serve first opened and there was discounted pricing. Divita said in just the first two weeks of April that trends are showing better on fuel sales as spring arrives.

Divita reported that the Airport Café bid is going to city council on 22 April. Divita noted that the Café would be a good location for Airport Advisory Board to meet in the future and the future leasee is in concurrence. Divita answered a question from Mungenast that the Café will be open on Sundays.

Divita discussed the close of the airport pavement bid and noted that there were no bids turned in. He stated he will work with the purchasing agent to figure out how to get bids.

Item #3: Discuss and consider the airport’s pavement repair bid for a recommendation of approval to the city council

No action was taken since no bids were turned in.

Item #4: Discuss and consider convening next month’s meeting of the Airport Advisory Board

No motion was made to cancel the meeting.

Item #5: Set Agenda for Next Meeting

- Approval of Minutes
- Airport Manager Briefing
- Discuss and consider approval of airport pavement bid
- Discuss and consider convening next month
- Set agenda for next meeting

ADJOURNMENT: Mungenast moved to adjourn. After a second by Mr. Byers, the motion was approved unanimously and the meeting adjourned at 7:27 p.m.

ATTEST:



Mark Divita
Airport Manager

APPROVED:



Keith Hutchinson
Chairman