

ALVA REGIONAL AIRPORT COMMISSION
MEETING JANUARY 14, 2019

The Alva Regional Airport Commission of Woods County, State of Oklahoma, met in special session in the Board Room of the Alva Regional Airport at 7:00 p.m.; Chair Dale Logsdon called to order.

Roll was called with the following being present: Paul Kinzie, Dale Logsdon, Caleb Mosburg, Mayor Kelly Parker, Terry Turner.

Absent: None.

Recognition of Visitors. Jeremy Weiland and Caleb Coltrane of Garver Engineering, City Business Manager, Joe Don Dunham, Marione Martin of the Alva Review Courier.

Consideration and action to approve the minutes of the regular meeting on December 10, 2018. Thereupon it was motioned by Mayor Parker and seconded by Commission Member Kinzie to approve the minutes of the regular meeting on December 10, 2018. The roll was called with the following results. Ayes: Parker, Kinzie, Mosburg, Turner, Logsdon. Nays: None. Absent: None. The motion was declared carried.

Reports.

- a. City Council Report – Mayor Parker informed the Commission of a new app being tested by the City of Alva called SeeClickFix. The app can be used to report issues around the City. Mayor Parker encouraged the Commission Members to download the app.
- b. Manager's Report – Airport Manager Tyson Tucker reported fuel sales were average for the month of December. Mr. Tucker reported the windsock has been repaired and is in transit back to the Airport. Manager Tucker informed the Commission they had an electrician working on an estimate for fixing several issues around the Airport. The electrician also showed Mr. Tucker and Mr. Robison how some of the items could be easily fixed with parts ordered. Manager Tucker has been in touch with Double Check regarding the issues identified by the OCC last month. Double Check has been behind and has been in contact with the Inspector regarding their slow response.

Presentation of Preliminary Engineering Report for AIP #3-003-016-2018 by Garver Engineering. Mr. Jeremy Weiland from Garver reviewed the Engineering Report by Phase and outlined the cost associated with each Phase. Phase I is planned for 2019 and will cost approximately \$650,000; Phase II is planned for 2023 and will cost approximately \$709,000; Phase III is planned for 2027 and will cost approximately \$485,000; Phase IV is planned for 2013 and will cost approximately \$776,000. These estimates are valued at 2019 dollars and would expect a 4% inflation rate for each year. Mr. Caleb Coltrane reported breaking the project up into phases increases the overall cost. If supplemental funding would become available for Alva Regional Airport this could allow cost savings. No decision on funding has to be made tonight.

Discussion and acceptance of Garver Engineering Report for AIP #3-0003-016-2018. Commission Member Kinzie inquired if the project was completed in the four phases as proposed would each stage be left in such a way to avoid erosion or other potential issues. Mr. Weiland informed the Commission the proposal is set in such a way to set the entire project up for success. Commission Member Kinzie stated in the last project a waiver was received in order to use the local concrete vendor and inquired if that was included in the current report. Mr. Weiland stated it was not, however that could be looked at. Thereupon it was motioned by Commission Member Kinzie and seconded by Mayor Parker to accept the Garver Engineering Report for AIP #3-0003-016-2018. The roll was called with the following results. Ayes: Kinzie, Parker, Logsdon, Mosburg. Nays: Turner. Absent: None. The motion was declared carried.

Discussion and action to accept the 2020 5 Year Capital Improvement Plan (CIP) as presented by Garver Engineering. Mr. Jeremy Weiland recommended to the Commission to wait to begin the Apron & Taxiway project until 2020. This would allow for maximum usage of the funds available and allow for most of the project to be AIP dollars. Thereupon it was motioned by Commission Member Kinzie and seconded by Commission Member Mosburg to accept the 2020 5 Year Capital Improvement Plan (CIP) as presented by Garver Engineering. The roll was called with the following results. Ayes: Kinzie, Mosburg, Turner, Logsdon, Parker. Nays: None. Absent: None. The motion was declared carried.

Discussion and action to appoint two Commission members as a Request for Qualifications Committee to select the Airport Engineering Consultants Alva will retain for the next 5 years. City Business Manager Dunham reported the FAA requires this to be done every five years. If Garver Engineering was not selected any work started by Garver would continue with Garver until the project is complete. Thereupon it was motioned by Commission Member Turner and seconded by Commission Member Mosburg to appoint Paul Kinzie and Mayor Kelly Parker as a Request for Qualifications Committee to select the Airport Engineering Consultants Alva will retain for the next 5 years. The roll was called with the following results. Ayes: Turner, Mosburg, Kinzie, Logsdon, Turner. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on a Full Service Fuel Upcharge. Manager Tyson Tucker reported a cost of \$1,300 to operate the Av Gas truck from November 2017 – December 2018. If a fuel upcharge of \$.20 per gallon was approved this would generate approximately \$1,200-\$1,500 each year based on historical sales. Thereupon it was motioned by Commission Member Kinzie and seconded by Commission Member Turner to approve a Full Service Fuel Upcharge of \$.20 per gallon. The roll was called with the following results. Ayes: Kinzie, Turner, Mosburg, Parker, Logsdon. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on an Overnight Hangar Charge. Manager Tyson Tucker informed the Commission he had researched prices with many airports throughout the state and felt the rates present (see attached) would be consistent. Thereupon it was motioned by Mayor Parker and seconded by Commission Member Mosburg to approve the Overnight Hangar Charges as presented. The roll was called with the following results. Ayes: Parker, Mosburg, Turner, Kinzie, Logsdon. Nays: None. Absent: None. The motion was declared carried.

Remarks and Inquiries by Airport Board Members. Commission Member Kinzie inquired of what needed to be done in order to get the turf runway operational this spring. Manager Tucker stated once the grass was more established the plan was to smooth it out more possible with a hair. Commission Member Turner inquired how it would be marked. Attendant Robison stated they planned to re-use markers that had been stored in the Round Top.

Remarks and Inquires by Citizens. None.

There being no further business, the meeting was adjourned at 8:09 p.m.

Secretary of Commission