

ALVA REGIONAL AIRPORT COMMISSION
MEETING MAY 13, 2019

The Alva Regional Airport Commission of Woods County, State of Oklahoma, met in regular 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, Calleb Mosburg, Mayor Kelly Parker, Terry Turner.

Absent: None.

Recognition of Visitors. City Business Manager Joe Don Dunham and Marione Martin of the Alva Review Courier.

Consideration and action to approve the minutes of the regular meeting on April 08, 2019. Thereupon it was motioned by Commission Mayor Parker and seconded by Member Mosburg to approve the minutes of the regular meeting on April 08, 2019. The roll was called with the following results. Ayes: Kinzie, Parker, Logsdon, Turner. Nays: None. Absent: Mosburg. The motion was declared carried.

Reports.

- a. City Council Report – Mayor Parker reported staff is working on the budget which is on the agenda tonight. Mayor Parker also reported city staff is back operating out of City Hall. Member Kinzie inquired if the drainage issues found in the most recent rain could be addressed by staff or should we contact the engineer for assistance. Mayor Parker reported staff could work with city resources to get a start and outsource if necessary.
- b. Manager's Report – Airport Manager Greg Robison reported on fuel sales for the month of April. Mr. Robison contacted other like-sized airports to inquire about their Courtesy Car rules. During the heavy rains Manager found a couple the two south T-Hangars are flooding in heavy rains. Will look into the issue to see what can be done. Manager Robison reported the Jet A fuel truck had a leak. Staff worked to replace all the fuel lines, hoses and filters. There is one additional part that has to be replaced and is on order. NW Electric is working to determine why the backup beacon will not rotate. The 6105 tractor is back from Western Equipment and is ready for the mowing season. Manager Robison reported Hoidale is scheduled to be here Wednesday to finish the required repairs.

Presentation of upcoming Alva Fly In. No report given.

Discussion and action regarding upcoming Alva Fly In. No action taken.

Discussion and action on FY 2019-2020 Budget recommendation to City Council. City Business Manager reviewed revenue and expense projections as well as the capital improvement requests for the FY2019-2020 Budget. If projections hold, expenses would be over revenue by approximately \$25,000. Member Kinzie inquired if we were still on target to have a surplus this year. Manager Dunham confirmed the Airport is on target for a surplus. Member Kinzie inquired if the decreased advertising and travel budgets were sufficient. Manager Robison stated he felt as this year he will be working to learn the managerial side of his job, there would not be a need to attend conferences only some training classes. The budgeted amount would be enough. Member Kinzie inquired if the professional services were related to the current taxiway project. City Business Manager Dunham confirmed they did include those expenses. Thereupon it was motioned by Mayor Parker and seconded by Member Turner to approve the FY 2019-2020 Budget recommendation to City Council. The roll was called with the following results. Ayes: Parker, Turner, Kinzie, Logsdon, Mosburg. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on changes to the Courtesy Car Policy. Mayor Parker stated he did not see a need to amend the policy at this time. Member Turner agreed. Item died for lack of a motion.

Remarks and Inquiries by Airport Board Members. Member Kinzie inquired if CEC had been successful in getting the drawings from Garver. Mr. Dunham stated CEC was working directly with Garver and staff had not received an update. City Business Manager Dunham will get an update for the next meeting. Member Turner thanked Manager Robison for his hard work to repair the Jet A truck. Member Kinzie inquired if staff had heard if the FAA would be allocating additional funds. Staff has not heard at this time, but will also follow up on this as well.

Remarks and Inquires by Citizens. None.

There being no further business, the meeting was adjourned at 7:50 p.m.

Secretary of Commission