

Airport Advisory Committee

MINUTES OF THE MEETING OF NOVEMBER 10, 2009

MEMBERS PRESENT: Kurt Balthazor, Chairperson
Terry Calloway
Scott Crain
Cliff Hix
Jay Humbard
Donald Murray

MEMBERS ABSENT: Chris Hoffman, Vice Chairperson

OTHERS PRESENT: John D. VanGorden, Interim City Manager
William A. Beasley, Director of Public Works
Bill Pyle, Airport Manager
Bruce Remsberg, City Engineer
Joye VanGorden, Admin. Asst. to Dir. of Public Works

Prior to the meeting, the engineering consulting team of Professional Engineering Consultants and Bucher, Willis & Ratliff provided the Airport Advisory Committee with information that has been gathered to date for the preparation of the Update of the Airport Master Plan and Airport Layout Plan. They were advised to review the information and to let them know within two weeks if they would like to see any changes before submitting it to the FAA for review and approval.

The Airport Advisory Committee met on Monday, November 10, 2009, at 11:15 a.m., in the City Hall Commission Room. Chairperson Kurt Balthazor called the meeting to order at 11:15 a.m. with six (6) members present.

The first order of business was the approval of the minutes of the meeting of May 11, 2009 and August 10, 2009. Terry Calloway moved, seconded by Scott Crain, that the minutes be approved as submitted. Motion carried unanimously.

The second order of business was discussion of fuel prices at the Airport. Mr. Beasley stated the City had received a request from two users at the airport to review the fuel prices at the airport. In this regard, City staff gathered information concerning past and current fuel sales at the airport. This information is attached to, and becomes a part of, these minutes.

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Mr. Beasley stated that due to the continual increase in the amount of subsidy at the airport over the past couple of years the City Commission directed that fuel prices be raised to help offset some of the subsidy at the airport. He then went over the information gathered with the Committee as follows:

- Page 1* Reports fuel sold for the period of January 1st through October 31st, 2009. This report also breaks down the fuel sales for the period of January 1st through March 31st, 2009 when fuel prices were increased to \$0.75 above cost for local and \$1.00 above cost for transit and for the time period of April 1st through October 31st, 2009 when fuel prices were increased to \$1.00 above cost for local and \$1.25 above cost for transit. This report also shows the fuel price per gallon as of November 10th, 2009. The last column reports the fuel sales for the same time period (January 1st through October 31st) of 2008.
- Pages 2 and 3* General Fund – Atkinson Municipal Airport, which is the budget for the airport. This report does not include the month of November, but provides a 5-year look at the budget. Mr. Beasley specifically pointed out the ad valorem property subsidy shown over the past 5 years at the airport. According to the current budget figures, the expected subsidy for the year 2009 will be around \$43,000.
- Page 4* Survey of fuel prices at other airports. This report shows that some fuel prices are lower and that some are higher.
- Pages 5 and 6* Reports jet fuel sold to the different corporate users in 2008 and 2009. 2008 was a good year, but fuel sales were slightly lower in 2009 due mainly to the decline in economy.
- Page 7* Reports fuel prices of the different airports that Names and Numbers flies into, as reported by their pilot Chris Hoffman. It was pointed out that all the listed airports are serviced through a contract fuel provider, i.e. AvFuel, Colt International, Contract Aircraft Assoc., and Jet Fleet International, which means fuel is sold at their cost plus a pumpage fee. This program is only available for transit users. The City is currently considering a similar program for the Pittsburg airport to hopefully bring in more transit users to the airport.

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Mr. Beasley stated it is also important to point out that staff has trimmed other expenses at the airport in an effort to help offset some of the subsidy at the airport. These changes include the reduction of staff at the airport from 4 full-time employees to 3 full-time employees and 1 part-time employee and the hours of operation have also been reduced to 7 am to 7 pm. There has also been a slight increase in revenues. The office space located in the upstairs of the Administration Building is now occupied with a tenant and all the hangars are full with the exception of the hangar vacated by Mike Gall. Mr. Beasley stated that staff and operating hours could possibly be cut more, but the City does not want to hinder the services that are being provided. The only revenue generated by the airport is hangar rental and fuel prices, so that is the reason the City has had to increase fuel prices.

Terry Calloway stated that his concern is why the people who are buying the fuel at the airport are the ones that are expected to pay for it. Interim City Manager responded by stating that he does not disagree with Mr. Calloway, but that the concern of the City Commission is they do not have a problem putting some money into the airport (\$50,000-\$60,000), but that they are afraid of how much money they have to put into the airport (+\$100,000). Since the only revenue generated at the airport is hangar rental and fuel, then those are areas that have to be closely monitored. Mr. VanGorden stated that it is important that the City be consistent in pricing and that from the information provided it appears they are. In this regard, Mr. VanGorden stated that his recommendation would be to leave the fuel pricing as it is to allow for a longer review period and to re-visit this issue next quarter to see what is going to happen with the economy after January.

Mr. Calloway then asked if the City had approached the County for possible funding of the airport, since it benefits them as well. Mr. Beasley responded by stating that they would not participate in funding of the airport because Pittsburg is the largest community in the County and has the largest industry base.

After general discussion, Jay Humbard moved, seconded by Scott Crain, that the Airport Advisory Committee not make a recommendation on fuel prices based on the economy and to re-visit these prices next quarter. Motion carried unanimously.

The third order of business was possible purchase of an AviMet Data Link for the AWOS System. Mr. Beasley stated that a concern was raised by the pilots at an earlier meeting that they are not able to get current weather conditions when flying out of or into the airport. At the recent Airport Conference, staff was able to visit with people that provide weather equipment. Before, the cost of this equipment was out of range, but the cost has been reduced so the City has been in communication and feels they can move towards purchasing this equipment. Mr. Beasley stated the first step is to get the equipment set up and that it would be a month or so before it would actually start picking up the satellite signals to be broadcast. The cost of this equipment is \$6,000 plus \$100 per month maintenance fee.

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Under Other Business, Mr. Beasley stated that the City has only one hangar at the airport that is owned by an individual, Cliff Hix. Mr. Hix has indicated that it is no longer feasible for him to put in a big bi-fold door, therefore, he is requesting that he be allowed to vary from City requirements and install garage doors in place of the bi-fold doors. After general discussion, Terry Calloway moved, seconded by Jay Humbard, that the door modification be approved. Motion carried unanimously. The Airport Advisory Committee also recommended the City request a "First Right Refusal Agreement" with Mr. Hix should he decide to sell the hangar in the future.

Also, under Other Business, it was reported that the terms of Kurt Balthazor, Terry Calloway and Cliff Hix will expire on December 31st. Both Mr. Balthazor and Mr. Calloway are serving second terms and not eligible for reappointment. Mr. Hix is serving a first term and is eligible to serve a second term. Staff requested that anyone having knowledge of anyone that might be interested in serving on the Committee to contact them and provide them with a short bio.

The next scheduled Airport Advisory Committee meeting is February 1, 2010.

There being no further business to be discussed, the meeting adjourned at 12:10 p.m.

Respectfully submitted,



Joye VanGorden

Administrative Assistant to the Director of Public Works-Public Utilities/Deputy City Clerk

Pittsburg Municipal Airport Fuel Sales

Jan1,2009 through Oct31, 2009

Jet A Local	-	111,444.80	Gallons
100 LL Local	-	14,713.30	Gallons
Jet A Transit	-	15,002.80	Gallons
100 LL Transit	-	9,090.00	Gallons
TOTAL	=	150,250.90	Gallons

January 1, 2009 through March 31, 2009

Jet A Local	-	31,646.60	Gallons	75¢ above cost	=	\$23,734.95
Jet A Transit	-	5,218.70	Gallons	\$1.00 above cost	=	\$5,218.70
100 LL	-	4,965.80	Gallons	\$1.00 above cost	=	\$4,965.80

April 1, 2009 through October31, 2009

Jet A Local	-	79,798.20	Gallons	\$1.00 above cost	=	\$79,798.20
100 LL Local	-	9,747.50	Gallons	\$1.00 above cost	=	\$9,747.50
Jet A Transit	-	9,784.10	Gallons	\$1.25 above cost	=	\$12,230.13
100 LL Transit	-	9,090.00	Gallons	\$1.25 above cost	=	\$11,362.50
TOTAL	=	150,250.90	Gallons	TOTAL	=	\$147,057.78

November 10, 2009 Fuel Price Per Gallon

Jet A Local	-	\$3.77	100LL Local	-	\$4.38
Jet A Transit	-	\$4.06	100LL Transit	-	\$4.64

January 1, 2008 through October 31, 2008

Jet A Local	-	132,557.80	Gallons	50¢ above cost	=	\$66,278.90
Jet A Transit	-	30,771.50	Gallons	75¢ above cost	=	\$23,078.63
100 LL	-	22,553.50	Gallons	50¢ above cost	=	\$11,276.75
TOTAL	=	185,882.80	Gallons	TOTAL	=	\$100,634.28

GENERAL FUND - ATKINSON AIRPORT

	2005	2006	2007	2008	2008 Y-T-D	2009 REVISED BUDGET	2010 ADOPTED BUDGET
REVENUES							
CHARGES FOR SERVICES							
108-000.000-468.000	455,385.74	465,354.36	553,804.19	790,675.14	333,253.12	790,000.00	790,000.00
108-000.000-468.001	88,211.10	100,531.00	106,086.00	120,158.58	83,945.05	120,000.00	120,000.00
108-000.000-468.002	39,613.88	42,121.34	47,128.18	48,202.27	44,608.20	48,000.00	48,000.00
108-000.000-468.003	586.96	481.90	548.30	1,014.15	881.45	1,000.00	1,000.00
108-000.000-468.004	182.50	240.00	904.25	606.00	896.95	600.00	600.00
108-000.000-468.005	9,301.30	6,545.40	6,580.26	9,217.13	8,117.85	9,200.00	9,200.00
108-000.000-468.006	371.48	370.70	376.00	286.70	90.50	200.00	200.00
108-000.000-468.007	8,232.00	5,915.00	1,039.00	1,032.00	2,380.00	1,000.00	1,000.00
108-000.000-468.008	1,027.58	934.33	813.52	1,717.00	1,320.00	1,700.00	1,700.00
108-000.000-468.009	-	(4,656.69)	(19,238.37)	(27,914.72)	(13,388.10)	(28,000.00)	(28,000.00)
108-000.000-468.010	-	(1,384.52)	(4,812.52)	(5,013.73)	(3,137.47)	(5,000.00)	(5,000.00)
108-000.000-468.015	-	-	-	1,960.00	1,400.00	2,000.00	2,000.00
108-000.000-468.521	1,538.96	326.85	327.48	5,051.46	1,813.95	5,000.00	5,000.00
108-000.000-468.522	1,237.50	1,350.00	1,350.00	112.50	-	1,000.00	1,000.00
108-000.000-468.524	7,500.00	7,500.00	5,335.00	5,335.00	5,335.50	5,300.00	5,300.00
TOTAL	613,199.00	625,649.67	700,342.30	952,439.48	467,497.00	952,000.00	952,000.00
TRANSFERS							
108-000.000-698.100	9,637.20	-	-	-	-	-	-
TRF. FROM GENERAL FUND	9,637.20	-	-	-	-	-	-
TOTAL REVENUES	622,836.20	625,649.67	700,342.30	952,439.48	467,497.00	952,000.00	952,000.00

GENERAL FUND - ATKINSON AIRPORT

	2005	2006	2007	2008	2009 Y-T-D	2009 REVISED BUDGET	2010 ADOPTED BUDGET
EXPENDITURES							
PERSONNEL SERVICES							
108-385.000-701.000	115,303.78	130,707.20	148,638.33	141,191.34	83,902.44	103,128.00	103,128.00
108-385.000-702.000	-	-	10,867.30	7,878.80	5,330.00	6,000.00	6,000.00
108-385.000-703.000	3,615.29	2,522.28	2,821.74	6,387.12	97.14	3,000.00	3,000.00
108-385.000-706.000	4,549.48	6,635.49	10,471.32	10,317.00	18,050.00	17,621.00	17,821.00
108-385.000-707.000	92.76	94.55	120.90	117.80	66.20	200.00	200.00
108-385.000-708.000	99.71	325.85	337.41	428.43	240.13	305.00	383.00
108-385.000-709.000	3,330.00	4,183.00	3,680.00	3,287.00	4,238.00	4,238.00	4,238.00
108-385.000-710.000	4,910.82	5,514.01	7,879.30	6,594.32	4,717.57	6,651.00	8,008.00
108-385.000-712.000	1,700.04	1,653.66	2,272.22	2,164.30	1,234.05	1,628.00	1,828.00
108-385.000-713.000	7,269.08	7,070.51	9,715.78	9,254.16	5,276.60	6,954.00	6,954.00
TOTAL	140,670.96	158,706.55	196,604.30	187,390.27	123,154.13	149,725.00	151,160.00
CONTRACTUAL SERVICES							
108-385.000-721.000	15,754.00	16,195.00	15,016.00	15,589.00	4,871.36	16,195.00	16,195.00
108-385.000-722.000	17,659.80	19,547.81	22,796.27	21,623.96	17,993.98	18,000.00	18,000.00
108-385.000-722.010	-	-	-	1,500.32	3,000.64	3,000.00	3,000.00
108-385.000-730.000	22,193.96	11,597.96	5,725.25	5,520.08	5,681.61	12,000.00	12,000.00
108-385.000-735.000	7,000.00	11,700.00	13,000.00	12,000.00	13,000.00	13,000.00	13,000.00
TOTAL	62,607.76	59,046.77	56,637.62	55,233.36	44,547.59	62,195.00	62,195.00
COMMODITIES							
108-385.000-741.000	7,336.35	4,644.81	2,120.46	4,670.77	11,500.00	11,500.00	11,500.00
108-385.000-742.000	7,464.98	7,650.12	11,697.90	6,781.96	6,219.46	8,000.00	8,000.00
108-385.000-743.000	14,427.49	9,165.50	7,455.90	7,523.88	9,487.38	10,000.00	10,000.00
108-385.000-744.000	374,727.50	456,725.39	560,525.83	775,799.71	302,811.87	775,989.00	775,915.00
108-385.000-746.000	5,827.85	3,663.77	8,519.29	8,160.33	7,518.24	9,000.00	4,000.00
108-385.000-747.000	827.28	1,303.69	628.80	681.38	128.35	1,500.00	1,500.00
TOTAL	410,603.45	483,053.28	590,848.18	803,618.10	336,645.30	813,989.00	808,915.00
CAPITAL OUTLAY							
108-385.000-763.000	9,637.20	-	-	-	17,120.13	16,481.00	-
108-385.000-764.000	9,637.20	-	-	-	17,120.13	16,481.00	-
TOTAL	19,274.40	-	-	-	34,240.26	32,962.00	-
TOTAL EXPENDITURES	623,519.37	700,800.60	843,890.00	1,047,241.73	621,467.16	1,042,390.00	1,022,270.00
REVENUES OVER (UNDER) EXPENDITURES	(683.17)	(75,150.89)	(143,647.70)	(94,802.25)	(63,970.16)	(90,390.00)	(70,270.00)
UNENCUMBERED CASH BALANCE 01/01/XXXX	-	-	-	-	-	-	-
AD VALOREM PROPERTY TAX SUBSIDY	683.17	75,150.89	143,647.70	94,802.25	63,970.15	90,390.00	70,270.00

KPTS

\$3.55

10/22/77

KHEF	AV	\$3.38
KISM	AV	\$3.16
KICT	CO	\$3.53
KSLN	CA	\$3.07
KDAL	J	\$3.44
KDFW	J	\$2.43
KLBB	J	\$3.10
KSJT	CO	\$3.08
KABI	J	\$3.22
KBAZ	CO	\$3.20
KGCK	CA	\$3.10
KHOU	CA	\$3.03
KSAT	J	\$3.15
KTUL	CA	\$3.03
KAMA	AV	\$3.44
KBMG	J	\$3.12
KEWK	J	\$3.32
KLOU	J	\$3.42

A.V. - AVFUEL CONTRACT FUEL PROGRAM
 C.O. - COLT INTERNATIONAL " " "
 C.A. - CONTRACT AIRCRAFT ASSOC. " " "
 J. - JET FLEET INTERNATIONAL " " "

KPTS
(PITTSBURG)

\$3.55

PRICES RECEIVED BY CHRIS HOFFMAN, K.W BROCKS
PILOT.