

# **AIRPORT ADVISORY COMMITTEE**

## **MINUTES OF THE MEETING OF FEBRUARY 4, 2012**

**MEMBERS PRESENT:** Ron Long, Vice Chairperson  
Ron Close  
Gary Iori  
Nathan Keizer  
Jerry Waltrip

**MEMBERS ABSENT:** Chris Hoffman, Chairperson  
Jay Humbard

**OTHERS PRESENT:** Mr. Beasley, Director of Public Works  
Mr. Pyle, Airport Manager

The Airport Advisory Committee met on Monday, February 4, 2013 at 9:00 a.m., in the City Hall Conference Room. The meeting was called to order at 9:00 a.m. with five (5) members present.

**The first order of business was the introduction of Ron Close and Jerry Waltrip as the newest members to the Airport Advisory Committee.**

**The second order of business was the election of a new Chairperson and Vice Chairperson to serve the 2013 Term.** In this regard, Gary Iori moved that Nathan Keizer serve as Chairperson this motion was seconded and passed unanimously. This Ron Long then moved that Gary Iori serve as Vice Chairperson. This motion was seconded and passed unanimously.

**The third order of business was the approval of the minutes of the meeting of September, 24, 2012.** Ron Close moved that the minutes be approved as submitted. This motion was seconded and carried unanimously.

**The fourth order of business was an update on the Master Plan Capital Improvement Project.** Bill Beasley reviewed the realignment of the Capital Improvement Projects as discussed by the Airport Advisory Board. Due to the age and condition of the runway light on Runway 16-34 they were separated from the runway extension and became the number one in priority for capital improvements. The next item was environment mitigation. This would have to be done before either the runway extension or the parallel taxiway project. Mr. Beasley indicated that the extension of Runway 16-34 and the parallel taxiway were third and fourth in the priority.

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**The fifth order of business was an update on Runway 16-34 Edge Lighting Project.** Bill Beasley informed the Airport Advisory Board that a committee had selected H.W. Lochner as the consultant on the airport edge lighting project. He indicated four firms had submitted their qualifications and three firms were interviewed by the committee. Mr. Beasley stated that according to FAA regulations H. W. Lochner could be used for any projects listed in the Request for Qualification for up to five years. Mr. Beasley advised the Board that a scope of service had been submitted by Lochner and had been verbally approved by FAA. He went on to say that Lochner's estimate for the work was \$470,000 and their consultant fee would be approximately \$100,000 for design and construction engineering. Based on this information FAA would require an independent review of the scope of services and the fee. Mr. Beasley indicated John Oswald from Wichita, Kansas had been selected by the staff as the City's independent analyzer. Mr. Beasley advised Lochner would be conducting a meeting with the users of the airport during the design phase of the project. The meeting would be used to gather data to be used to establish the construction schedule and coordinate the continued use of the airport during construction. He advised the bid date was set for June 1.

Ron Close requested that extra work outside the scope of services be address in the contract. He felt there should be a fixed fee for any additional work that becomes necessary outside the engineers estimate.

**The sixth order of business was an update on Tree Removal in Runway 16 Approach Zone.** Bill Pyle reported that FAA had flown the runways at Atkinson Municipal Airport and indicated there were trees extending into the clear zone of the approach zone of Runway 16. Bill stated the City had engaged the surveying crew of PEC to identify the trees projecting into the clear zone. The City Forester had spent several weeks removing the trees. Bill explained that when checking the tree removal the City's Engineering Division had located several other trees in this clear zone which also had to be removed. -He indicated PEC had resurveyed the trees the week of January 28<sup>th</sup> and certified they had been removed. It was reported that a copy of this certification was to be sent to the FAA with a cover letter asking that the restrictions on the night approach of this runway be lifted. Bill stated it would take FAA two weeks to review the certification and change the published restrictions on the runway.

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**The seventh order of business was a discussion of cutting and baling of grass.**

Bill Pyle reviewed with the Board the staff's recommendation to bale the grass within the airport fence, but outside the protected zone of the runway. Bill informed the Board that the City expended approximately \$4,000 each year in part-time help to help maintain the grass at the airport. Bill reported the staff would like to bale 121 acres of the airport property currently being cut. He indicated that the farmer currently farming the ground outside the airport property would bale the grass taking two-thirds of the bales for the work and providing one-third of the bales to the City. Bill stated the City staff felt they could make as much as a \$5,000 positive swing in the airport budget.

Ron Close requested that the staff require the farmer to have adequate insurance to cover the City and aircraft at the airport in the event of damages.

**The eighth order of business was an update on Fuel Sales.** Bill Pyle provided the Board with documentation on fuel sales for 2012. He indicated the airport sold less fuel in 2012 than 2011, but made more money on the fuel sales. This was largely due to the implementation of AvFuel's Contract Fuel program. Bill pointed out the City only had a little over \$5,000 in credit card fees as opposed to approximately \$22,000 the year before.

Bill Beasley reported that the City's subsidy of the airport had been reduced to \$15,000 for 2012.

Nathan Keizer requested the staff to look into some time of volume discount for fuel at the airport. He indicated it's possible that local pilots could tanker fuel from Houston, Texas or airports in other communities that have lower fuel cost than Pittsburg. Nathan felt if a large volume discount was provided it might reduce fuel cost low enough to compete with the lower fuel prices at some of these airports.

**Under Other Business,** Nathan Keizer requested the staff consider applying for a grant to extend Runway 16-34. He was advised by staff that the City would have to come up with a match and currently it was not budgeted. Nathan suggested the City apply for the grant and determine where to get the match if the grant is awarded.

There being no further business to be discussed, the meeting was adjourned.

Respectfully submitted,

William A. Beasley  
Director of Public Works