

# Airport Advisory Committee

## MINUTES OF THE SPECIAL MEETING OF APRIL 13, 2009

**MEMBERS PRESENT:** Terry Calloway  
Scott Crain  
Chris Hoffman  
Jay Humbard  
Donald Murray

**MEMBERS ABSENT:** Cliff Hix, Chairperson  
Kurt Balthazor, Vice Chairperson

**OTHERS PRESENT:** William A. Beasley, Director of Public Works  
Bill Pyle, Airport Manager  
Bruce Remsberg, City Engineer  
Mark Turnbull, Director of Economic Development  
Joye VanGorden, Admin. Asst. to Dir. of Public Works

The Airport Advisory Committee met in a special meeting on Monday, April 13, 2009, at 12:00 p.m., in the City Hall Commission Room. The meeting was called to order at 12:00 p.m. with five (5) members present.

The purpose of this special meeting was to review the proposed Scope of Services submitted by the engineering consulting team of Professional Engineering Consultants and Bucher, Willis & Ratliff that was selected to perform the update to the Airport Master Plan and Airport Layout Plan. Mr. Beasley stated it was necessary to get the Scope of Services approved and given back to PEC/BWR in order for them to provide an estimated cost to do this work. The FAA requires that the contract for this work be submitted to them by May 1<sup>st</sup>. The other issue for discussion is the review committee that will need to be formed to meet and gather important data that will address the long-range plans for the airport to make sure all the needs of the future are addressed. Mr. Beasley recommended that this committee consist of members of the Airport Advisory Committee, 3 users of the airport, Mike Gall as the fixed base operator and possibly a local property owner. He stated that letters would be sent to all users of the airport seeking persons that might be interested in serving on this committee. Mr. Beasley then reviewed the proposed Scope of Services with the Committee and indicated that the recommended changes would be given to PEC/BWR so they could proceed with providing a fee proposal. The contract and fee proposal would then be presented to the City Commission for their consideration before being submitted to the FAA for approval. Once the contract is approved by the FAA, work would probably begin sometime in June and would take approximately 12-15 months to complete.

The next Airport Advisory Committee meeting will be held May 11, 2009.

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There being no further business to be discussed the meeting adjourned at 12:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joye VanGorden". The signature is written in black ink and is positioned above the printed name and title.

Joye VanGorden

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