

Airport Advisory Committee

MINUTES OF THE MEETING OF FEBRUARY 4, 2008

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

MEMBERS ABSENT: Cliff Hix
Chris Hoffman

OTHERS PRESENT: William A. Beasley, Director of Public Works
Bruce D. Remsberg, P.E., City Engineer
Larry Pommier, Asst. Dir. of Operations for Public Works
Gary Iori, Airport Manager
Bill Pyle, Airport Attendant
Joye VanGorden, Admin. Asst. to Dir. of Public Works

The Airport Advisory Committee met on Monday, February 4, 2008, at 12:00 p.m., in the City Hall Commission Room. Chairperson Terry Calloway called the meeting to order at 12:00 p.m. with five (5) members present.

The first order of business was introduction of two new members, Scott Crain and Jay Humbard. Chairperson Terry Calloway introduced the two new members and welcomed them to the board. He then advised them of the board's responsibilities.

The second order of business was the election of a Chairperson and Vice Chairperson for 2008. Kurt Balthazor nominated Cliff Hix as Chairperson. This nomination was seconded by Terry Calloway and Cliff Hix was elected by acclamation. Terry Calloway nominated Kurt Balthazor as Vice Chairperson. This nomination was seconded by Donald Murray and Kurt Balthazor was elected by acclamation. In the absence of the newly elected Chairperson, Vice Chairperson Kurt Balthazor presided over the remainder of the meeting.

The third order of business was the approval of the minutes of the meeting of November 5, 2007. Donald Murray moved, seconded by Kurt Balthazor, that the minutes be approved as submitted. Motion carried unanimously.

The fourth order of business was consideration of the meeting schedule for 2008. Bill Beasley stated the schedule was the same as last year with meetings being held quarterly the first Monday of every February, May, August and November. Scott Crain moved, seconded by Terry Calloway, that the meeting schedule be approved as submitted.

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The fifth order of business was an update on the wildlife fence. Mr. Beasley stated the City met last week with the contractor for this project, RFB Construction. It is the City's understanding the contractor would be mobilizing this week to start construction, possibly as early as Wednesday, weather permitting. Initially, the contractor will work on clearing out the brush that needs to be removed in order for the fence to be put in along Runway 16-34. The contractor will then start putting in the fence by the animal shelter and head towards the north along that direction. The last part of the fence the contractor will do will be that part along Atkinson Road. There is a drainage structure that has to be put in where the drainage crosses Runway 16-34. City staff met with the contractor to go over their safety plan and also met with the fence contractor. The staging of the fence materials will be occurring south of the main (old) hangar in the south end just off the asphalt area. The contractor will be responsible for his own security of materials. The contractor will perform grading work before installing the 10 foot high fence followed by the buried fabric that will be put in to prevent animals from burrowing underneath the fence. The City was pleased to obtain the full grant for this project. This will be a big improvement as far as safety at the airport. The fence is a wildlife fence, but it will also serve as a security fence for the airport. There will be man gates as well as electronically controlled gates at different locations of the fence. The main gate will have a key touch pad to gain access. FAA will pay for that, but will not pay for any computerization to the key pad. The contractor will be allowed six months to complete the project.

The sixth order of business was a progress report on Miller's Hangar and Taxiway Extension. Mr. Beasley reported that the City had completed all work on the Miller's hangar. The City has extended the taxiway to the hangar, provided the apron in front of the hangar, and also provided parking along the front (or street) side of the hangar. It is the City's understanding that Miller's still has a little bit of work left on the hangar. They are waiting on temperature or humidity adjustments in the floor so they can put a coating on the floor similar to the Brock and Bicknell hangars. The building is in use and Miller's has vacated their old hangar.

The seventh order of business was an update on Eagle Med. Eagle Med has now established itself on the premise. They basically have a building for the housing of the technicians. Eagle Med is subleasing the hangar from Brock and the City is in the process of negotiating a land lease with them. This lease will be month to month due to the fact they have only limited arrangements with the hospital to make sure it would financially work for both Eagle Med and the hospital. If it works, then a long-term lease will be necessary. For the month of January (which was a slow month due to the ice and the low ceilings they had to fly), Eagle Med purchased 778 gallons of fuel. Eagle Med has advised the City they would be required to fly out at least once a day in order for it to be profitable for them.

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There was one incident where Eagle Med was getting ready to fly out and a pilot was on the taxiway and ended up going off into the grass. The City has put up a stop sign to make pilots more aware. The City will also check with the FAA to see if there were any regulations for some type of lighting to alert the pilots.

The eighth order of business was discussion of fees and charges (hangar rental, land leases, etc.). The City touched on this subject at the last meeting. At that time, the advisory committee wanted time to think and then come back at the next meeting with recommendations as to what the rates should be. City staff done some research and provided a summary of the survey of the rates charged by the cities contacted. It appears the City's rates are as cheap as or cheaper than most of the airports around Pittsburg (with exception of Ft. Scott and Salina). The City has a responsibility to the taxpayers to subsidize the airport as little as possible, so that is one reason the City was looking at possible rate increases. At the last meeting, staff recommended a rate of \$125 per month for a single T-hangar. In discussing this rate, the committee felt that rate was too high. City staff is now recommending that the committee consider a rate of \$100 per month. Some of the hangars are being used for the storage of items (i.e. boats, motorcycles, collector cars) other than just airplanes. The going rate for storage units in Pittsburg based on a 12' x 24' unit is \$125 per month. The City does not feel it is fair to be in competition with the storage unit businesses that are charging \$125 per month for their service when the City was doing it basically for free. The rate currently being charged by the City for a single T-hangar is \$84 per month. The City is recommending that serious consideration be given to increasing this rate to \$100 per month. There currently are a couple of twin airplanes that are being kept in single T-hangars at the single T-hangar rate because there are just no other hangars available. The community hangar rate is \$78 per month compared to charges of \$210 per month (Lawrence), \$60 per month (Ft. Scott), \$175 per month (Newton), and \$100 per month (Syracuse). Overnight charges are another area that needs to be looked at. The City charges \$13 per night for the overnight storage of airplanes and would recommend that it be increased to \$35 per night. The rates at the airport have not been increased since 2000-2001. The City Commission asked all departments to review their fees and charges and determine if they were fair and comparable to fees and charges being charged by other municipalities.

After general discussion, Jay Humbard moved, seconded by Terry Calloway, that the Airport Advisory Committee recommend to the City Commission that the fees at the airport be increased accordingly.

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	<u>Existing Fees</u>	<u>Proposed Fees</u>
Single T-Hangar	\$ 84.00/mo.	\$ 95.00/mo.
Twin T-Hangar	\$114.00/mo.	No Change
Community Hangar (Single)	\$ 78.00/mo.	\$ 85.00/mo.
Community Hangar (Twin)	\$102.00/mo.	\$135.00/mo.
Overnight Charges	\$ 13.00/night	\$ 35.00/night

Motion carried unanimously.

The ninth order of business was discussion of renovations done to the Administration Building. Renovations are being made to the Administration Building to basically try to make room for a waiting area. The operations are being moved into the office area to make more area available when you first enter the building for some couches or chairs where people can sit and read magazines or wait for people to be picked up. A table has also been provided in the corner should someone need to have an area for a business meeting.

The tenth order of business was an update on the ACIP to be submitted to FAA. Every year the City receives a request from the FAA asking the City to provide an annual update submittal of its Capital Improvements Plan. This Plan must be renewed each year and is due by February 15th. A list of improvements is prioritized and submitted to the FAA for possible funding. When entitlement money or discretionary funds become available the projects can then be funded. City staff is recommending that the following projects be submitted to FAA:

Airport Master Plan Update (No. 1 Priority) Estimate - \$60,000.
The last update was performed in 1993. Much of the work called out in that plan has been completed.

Taxiway Parallel to Runway 16-34 (No. 2 Priority) Estimate - \$2.5 million
As the taxiway is planned for the immediate future, much more detail needs to be provided for the cost estimate shown in the ACIP. The cost estimate is based on the bids received in early 2005 with an assumed 5% increase in costs per year to 2011. The compounding of interests results in a 34% increase in unit prices. This has been applied uniformly to all bid items. FAA has tentatively scheduled this project for FFY 2011.

Staff is requesting concurrence from the Airport Advisory Committee for these improvements to be submitted to the FAA. This request will be presented to the City Commission at their February 12th meeting. The plan has to be submitted to the FAA by February 15th.

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After general discussion, Terry Calloway moved, seconded by Scott Crain, that the two projects listed be submitted to FAA for possible funding. Motion carried unanimously.

The eleventh order of business was discussion of possible Airport Day for 2008. Last year's Airport Day was very well received. It got some people out to the airport that had never been there before. There was some concern at a previous meeting that an annual event may not be as well received as an event that was held every other year. After general discussion, Don Murray moved, seconded by Scott Crain, that this event be held every other year and not on an annual basis. Motion carried unanimously.

Under Other Business, was discussion of Miller's old hangar. Miller's is in the process of relocating and several people have asked about Miller's hangar. The City asked Brian Jones to perform an appraisal of this hangar. In reviewing the hangar, Mr. Jones recommended a Market Value of \$196,000. This figure was obtained by using comparable properties, meaning warehouse space buildings, that have sold recently and properties currently on the market for sale. This was done solely for comparison reasons. In regards to leasing the property, he estimated it could be leased in the \$750 to \$825 range per month. The comparables show a \$2.00 per square foot price.

After general discussion, Terry Calloway moved, seconded by Jay Humbard, that the appraisal cost and estimated lease costs were fair and comparable. Motion carried unanimously.

The next Airport Advisory Committee meeting will be May 5, 2008.

There being no further business to be discussed, the meeting adjourned at 1:35 p.m.

Respectfully submitted,

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