

MEMO TO: Airport Advisory Board Members

October 13, 2008

FROM: Duane Ellis

SUBJECT: Airport Advisory Board Meeting Minutes – October 9, 2008

An Airport Advisory Board meeting was held at the airport terminal building on October 9, 2008. Chairman Al Bryan called the meeting to order at 5:30 p.m. Present at the meeting were Al Bryan, Mike Verleger, Jerry Elliot, Joe Rivard, Mark Marshall, John Benzinger, and Duane Ellis.

The minutes of the September 11, 2008 meeting were approved.

Terminal Building Construction Status

JBS Contracting completed the construction of the building in accordance with the contract specifications. Some minor punch list items remain, which John is working with JBS to have corrected. John reported that the furnishings for the terminal building are scheduled for delivery on October 20. When the furnishings are available, John will proceed with the delivery of the rest of the electronics and other materials. The appliances have been delivered and installed by Menards and the kitchen area is functional.

During the construction process, the roof of the existing terminal building was discovered to be in poor repair. A change order to include this roof replacement in the JBS contract will be processed through the city commission for their approval. The Bureau of Aeronautics has indicated that this roof repair will be eligible for FAA/MAC cost participation.

Fence Construction

The preconstruction meeting for the proposed fencing along Airport Road will be held on October 16, 2008. It is anticipated that construction will begin shortly thereafter.

Generator Project Status

John reported that Coleman Electric, who was awarded the contract for this project, is anticipating that the generator will be available soon. Installation of the generator will begin in late October. This generator will provide standby power for the operation of the runway and taxiway lights, as well as the fuel system, portions of the terminal building and corporate hangar.

Fuel Sales

John reported that corporate fuel sales remain relatively strong at this time. To date, a total of 47,500 gallons have been sold in 2008. The total fuel sales for the 12-month period in 2007 was 60,000 gallons.

Crack Sealing and Runway Painting

John reported that Farner Asphalt is currently crack sealing the pavements at the airport. This work is being completed through an FAA/MAC project grant. Painting of the runway taxiway system is scheduled through the Bureau of Aeronautics and should occur shortly after the crack sealing is completed.

The Airport Advisory Board meeting adjourned at approximately 6:00 p.m. The next meeting will be held at the airport terminal building on Thursday, November 13, 2008 at 5:30 p.m.

DFE/tb
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