



### **Airport Advisory Board Minutes**

October 19, 2022

6:30 PM

Members Present: Michael Snow; Tom Leffler; Willie Sinsel; Kevin Miller

Members Absent: Alex Huckins

Staff Present: Ray Seif, Airport Manager

Visitors Present: Joe Bertapelle and Alex Wang (Augusta Flight Center); Wade Jones (16)

#### **Call to Order:**

Michael Snow called the Airport Advisory Board meeting to order at 6:30 pm.

#### **Minutes:**

Tom Leffler made a motion to approve the minutes from the July 20, 2022 Airport Advisory Board meeting; Kevin Miller seconded the motion; Motion carried without opposition.

Tom Leffler made a motion to approve the minutes from the September 21, 2022 Airport Advisory Board/Augusta City Council work session meeting; Kevin Miller seconded the motion; Motion carried without opposition.

#### **Business:**

**Airport Outreach Events Discussion-** Ray Seif discussed an airport outreach event proposed by Keep It Klean for Q4, 2023, suggesting the board vote to recommend the event for City Council Approval.

**Vote-** After discussion, Willie Sinsel made a motion to approve recommending the event to City Council; Michael Snow seconded the motion; Motion carried without opposition.

**Airport Tenant Meetings-** Ray Seif provided an update on tenant meetings discussing runway reconstruction project with tenants, asking the board to discuss and consider potential concessions during the long runway closure scheduled for spring of 2024. Seif provided tenant feedback. Seif indicated that after research, he couldn't find another airport with a single runway, having as many tenants, dealing with a similar closure. Seif suggested that research also uncovered that general aviation airports typically haven't given concessions to tenants and that airport closures for maintenance are expected. Seif suggested that although not required, the board should suggest offering rent discounts to aviation tenants during the long closure, suggesting a 30% discount during the long closure for all aviation tenants. Seif also suggested that commercial aviation tenants receive a 30% discount for an additional period equal to ½ of

the time the runway was closed during the long closure, to commence once the runway reopens, allowing commercial tenants an opportunity to recover revenue lost during the long closure, if the commercial tenants return to the same level of employment and based aircraft, if applicable, prior to closure.

**Vote-** After discussion, the board, in the interest of transparency, directed the airport manager to communicate with tenants that the airport advisory board's concession recommendation will be discussed at the November 21<sup>st</sup> Augusta City Council meeting. Seif indicated he would email tenants and ask the city clerk to mail a hard copy letter to all aviation tenants.

With the condition of communicating a November 21<sup>st</sup> City Council meeting to tenants, Willie Sinsel made a motion to approve recommending the suggested concessions; Kevin Miller seconded the motion; Motion carried without opposition.

**Lot development discussion-** Ray Seif discussed the potential for developing the lots located at the northwest corner of the airport, indicating that most utilities are nearby, depending on operation and suggesting that replating, survey, and updating legal description would likely be needed to make the lots marketable.

**Appraisal of City-Owned Airport Facilities** - Ray Seif discussed Augusta City Council's desire to understand the value of city-owned facilities, including the airport. Tom Leffler indicated the question has come up in the past. Seif indicated the appraisal would include the FBO/maintenance shop building, community hangar building, and the 7 T-hangar buildings.

**Vote-** After discussion, Michael Snow made a motion to approve recommending the appraisal of city-owned airport facilities to City Council; Willie Sinsel seconded the motion; Motion carried without opposition.

**Pavement Condition Index Report-** Ray Seif discussed the Pavement Condition Index Report conducted on behalf of the Kansas Department of Transportation (KDOT), outlining the condition of the pavement located at the airport. Seif indicated that the majority of pavement is in need of attention.

**Storage Unit Rental Fee-** Ray Seif discussed storage unit rental, indicating that the \$30 rental rate, which has been in use for some time, is currently not on the fee schedule. Seif suggested the board vote to recommend City Council add the \$30 storage unit monthly rental rate onto the fee schedule.

**Vote-** After discussion, Michael Snow made a motion to approve recommending City Council add the \$30 storage unit monthly rental rate onto the fee schedule; Willie Sinsel seconded the motion; Motion carried without opposition.

**Surplus equipment-** Ray Seif discussed equipment that is no longer needed or used by the airport, asking the board to vote to dispose of or sell the equipment in accordance with City of Augusta policy. Seif suggested the ford F600 tank truck that previously held aviation gasoline in addition to various pressure washer related equipment that is part of the old aircraft wash shed.

**Vote-** After discussion, Kevin Miller made a motion to approve the sale or disposal of the F600 tank truck and the equipment in the wash shed, in accordance with City of Augusta policy; Tom Leffler seconded the motion; Motion carried without opposition.

**General Airport Development and Activity-** Ray Seif discussed general activity and updated the board about ongoing development efforts.

**Adjourn:**

Michael Snow made a motion to adjourn at 7:46 pm; Tom Leffler seconded the motion. Motion carried without opposition.

/s/Ray Seif, Airport Manager