



### **Airport Advisory Board Minutes**

March 16, 2022

6:30 PM

Members Present: Tom Leffler; Michael Snow; Willie Sinsel

Members Absent: Alex Huckins

Staff Present: Ray Seif, Airport Manager

Visitors Present:

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

Michael Snow called the Airport Advisory Board meeting to order at 6:37 pm.

#### **Minutes:**

Tom Leffler made a motion to approve the minutes from the November 17, 2021 Airport Advisory Board meeting; Willie Sinsel seconded the motion; Motion carried without opposition.

#### **Business:**

***Draft Rules and Regulations Status Update-*** Ray Seif discussed the Draft Rules and Regulations document including milestones and feedback. Seif indicated that since the hard copy Draft Rules and Regulations document didn't go out until March 1, 2022, that he recommends keeping the public comment period open until the following April Advisory Board meeting, where the board can review any suggested changes and vote to recommend adoption to Augusta City Council.

***Main Hangar Repair Proposal-*** Seif discussed the repairs needed to the main hangar, including project proposal from a contractor. Due to last minute project scope clarification needed, Seif suggested tabling the board vote until the contractor has an opportunity to respond.

***Airport Fee Schedule Update -*** Seif discussed the current airport fee schedule, suggesting several updates due to some services no longer being provided while others are greatly undervalued. After discussion, and with input from the board, Seif suggested the board vote to recommend adoption of the following airport fees to the Augusta City Council:

<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>			
<b>AIRPORT DIVISION</b>		<b>Suggested</b>	
Community Hangar - Daily - Single	\$ 35.00	\$ 50.00	Airport Fund
Community Hangar - Daily - Large - Twin	\$ 50.00	\$ 100.00	Airport Fund
Community Hangar - Daily - Large - Jet	(none currently)	\$ 150.00	Airport Fund
Community Hangar - Monthly - Single	\$ 188.00		Airport Fund
Community Hangar - Monthly - Light - Twin	\$ 200.00		Airport Fund
Community Hangar - Monthly - Large - Twin	\$ 250.00		Airport Fund
Community Hangar - Monthly - Jet	\$ 400.00		Airport Fund
Hangar Lease - Monthly	\$ 188.00		Airport Fund
Hangar Lease - Daily	\$ 25.00		Airport Fund
Tie Down - Monthly	\$ 30.00		Airport Fund
Tie Down - Weekly (2 weeks or less can be waived with fuel purchase)	(none currently)	\$ 25.00	Airport Fund
Tie Down - Overnight	\$ 5.00	Delete	Airport Fund
Ground Power Unit	\$ 25.00	Delete	Airport Fund
Preheat - All Aircraft	\$ 25.00	\$25 per 30 minutes, \$25 minimum	Airport Fund
Preheat - Twin	\$ 50.00	Delete	Airport Fund
After Hours Call Outs (per hour, 1 hr minimum)	\$ 35.00	2 hour min (currently 1 hour min)	Airport Fund
Business Advertisement (Airport website)- Annual	\$ 100.00	Delete	Airport Fund
Certified Flight Instructor Advertisement (Airport website)- Annual	\$ 50.00	Delete	Airport Fund
Plane for Sale Advertisement - One Time Fee	\$ 25.00	Delete	Airport Fund
Returned Check /cancelled ACH	\$ 30.00	Add	Airport Fund

**Vote-** Snow made a motion to approve the suggested airport fee schedule, recommending adoption to the Augusta City Council; Willie Sinsel seconded the motion; Motion carried without opposition.

**Kansas Department of Transportation Fuel Farm Upgrade Grant Application** – Seif discussed FY2023 grant application for the KDOT Kansas Airport Improvement Program (KAIP) including an award for proposed project AV-2023-20 consisting of several updates improving the safety, sustainability, and efficiency of the fuel farm, including:

1. Estimated Project Cost \$11,833.00
  - a. Grant funded 90% of cost of construction and construction engineering
  - b. Airport funded 10% of cost of construction and construction engineering
2. Application was for:
  - a. Installation of Scully on JetA Truck (labor) \$1,232.45 (no longer eligible due to grant period)
  - b. Fabricate Ladder/Platform for 100LL tank \$5,365.00 (no longer applicable, we acquired a ready-made ladder/platform for \$600 + delivery of \$250)
  - c. Recovery tank for 100LL (parts and shipping) **\$3,150.00**
  - d. Install Recovery tank on 100LL (Labor) **\$2,085.00**
3. Since Scully and ladder/platform no longer eligible, looking at 2<sup>nd</sup> recovery tank for JetA, to be discussed in the future.

**Vote-** After discussion, Leffler made a motion recommending execution of the KAIP Grant Agreement and approval of Fuel Farm upgrade project AV-2023-20 to City Council; Snow seconded the motion; Motion carried without opposition.

**KDOT Foreign Object Debris (FOD) System Grant Application** – Seif discussed FY2023 grant application for the KDOT KAIP including an award for proposed project AV-2023-05 consisting of the acquisition of a FOD sweeper system:

1. Estimated Project Cost           \$8,660.00
  - a. Grant funded 50% of acquisition costs
  - b. Airport funded 50% of acquisition costs
2. Application was for:
  - a. Acquisition of Fod Razor Duplex Package       **\$7,995.00**

**Vote-** After discussion, Leffler made a motion recommending execution of the KAIP Grant Agreement and approval of FOD system acquisition project AV-2023-05 to City Council; Snow seconded the motion; Motion carried without opposition.

**KDOT Asphalt Crack Fill equipment and material Grant Application** – Seif discussed FY2023 grant application for the KDOT KAIP including an award for proposed project AV-2023-06 consisting of the acquisition of an asphalt crack fill melter machine and a pallet of fill material:

1. Estimated Project Cost \$4,318.00
  - a. Grant funded 85% of acquisition cost
  - b. Airport funded 15% of acquisition cost
2. Application was for:
  - a. Acquisition of Ryno RY10- Elite Melter           **\$1,923.00**
  - b. Acquisition of pallet of crack sealant           **\$1,395.00**

**Vote-** After discussion, Snow made a motion recommending execution of the KAIP Grant Agreement and approval of Asphalt crack fill equipment and material acquisition project AV-2023-06 to City Council; Leffler seconded the motion; Motion carried without opposition.

**Development Discussion-** Scheduled speaker Ian Martel not present

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

**Adjourn:**

Snow made a motion to adjourn at 7:43 pm; Leffler seconded the motion. Motion carried without opposition.

/s/Ray Seif, Airport Manager