

MINUTES
AIRPORT ADVISORY BOARD REGULAR MEETING, JANUARY 20, 2016, 5:30 P.M.
TERMINAL BUILDING
2202 AIRPORT DRIVE

PRESENT: Fogerty, Huddleston, Humphreys, Smallwood, Dersahakian, Barger
Others: Keenan English – Asst. Airport Mgr, Fred Treiber – Airport Supervisor, Cynthia Sementelli – Finance Director

ABSENT: Freeman

CALL TO ORDER

DECLARATION OF A QUORUM

**ITEM ONE:
CONSIDERATION AND APPROVAL OF CONSENT AGENDA**

1. Minutes from the November 18, 2015 meeting

Humphreys motioned to approve the consent agenda. Barger 2nd the motion. Board unanimously voted in favor of the motion.

ITEM TWO: DISCUSSION AND CONSIDERATION OF AMENDING RED CLOUD AVIATION'S LEASE TO ALLOW THE CONSTRUCTION OF AN OFFICE AREA.
English explained Red Cloud Aviation's request to build 1,500 sq. ft. of office space onto the east side of the Bodard Hangar, which is owned by the Airport. Such an addition would require a lease amendment. Red Cloud is requesting additional years to the lease term, a decrease in rent, or a combination of both in exchange for the improvements. The Board agreed that an extension of 10 – 12 years would be reasonable and that the airport should be willing to lease the additional land at no charge in exchange of the improvements to the hangar, contingent on the costs of the project. Item was tabled until an Amendment was brought forth to the Board.

ITEM THREE: DISCUSSION REGARDING AMENDING THE CITY CODE TO CHANGE THE JOB TITLES OF AIRPORT STAFF AND MANAGEMENT.

English requested the Boards' comments on changing the Shawnee Code, Chapter 2, Section 2-109. Such a change would transfer the title of 'Airport Manager' from the City Manager to the Assistant Airport Manager, thus eliminating the title 'Assistant Airport Manager. Smallwood motioned to recommend changing the title of the Assistant Airport Manager to Airport Manager as long as the powers and authorities of the City Manager did not change. Humphrey's 2nd the motion. Board unanimously voted in favor of the motion.

ITEM FOUR: STAFF REPORT & DISCUSSION

English gave an update on current and future projects, financials, and fuel sales.

ITEM FIVE: CITIZEN COMMENTS

No citizen comments

ITEM SIX: NEW BUSINESS

No new business

ITEM SEVEN: ADJOURNMENT

Humphrey's motioned to adjourn. Fogerty 2nd the motion. Board unanimously voted to adjourn at 6:33pm.

3-1-16
