

ABRAMS MUNICIPAL AIRPORT ADVISORY COMMISSION**JULY 14, 2015 – 6:30 PM****ABRAMS MUNICIPAL AIRPORT****16815 WRIGHT RD.****Minutes**

- I. CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE – The meeting was called to order at 7:12 p.m. Those in attendance were Dave Powers, Peter Manina, Cana Garrison, Helen Hagg, Dan Harris, and Mark Wilkins. Others present were Assistant City Administrator Ameer King and Stephanie Ward with Mead & Hunt
- II. APPROVAL OF AGENDA – Mr. Harris made a motion to add an item New Business A. Airport Capital Improvement Plan. Mr. Wilkins supported the motion. Motion passed 6 to 0. Ms. Hagg made a motion to approve the agenda as amended. Mr. Harris supported the motion. Motion passed 6 to 0.
- III. COMMISSION MINUTES
 - A. Approval of the regular minutes for March 3, 2015 – Ms. Garrison made a motion to approve the minutes for March 3, 2015 as presented. Mr. Manina supported the motion. Motion carried 6 to 0.
- IV. PUBLIC COMMENT - None
- V. STAFF REPORTS
 - A. Financial Report – Ms. King reviewed the financial reports. Mr. Manina made a motion to accept the financial reports. Ms. Hagg supported the motion. Motion carried 6 to 0.
 - B. T-Hangar Report – Ms. King reviewed the T-hangar report. At this time we have 6 vacancies. Staff is currently working on a flyer to be mailed to increase occupancy, which will be shared with the board when complete.
- VI. OLD BUSINESS
 - A. Airport Layout Plan Update – Ms. Ward from Mead & Hunt updated the board on the airport layout plan. The survey is complete. The title work cleared up an issue on the north end. There is one parcel that has a 2 deeds. The aerial photography is complete. The line work should be completed within 30 days. The draft report will then take an additional 30 days. Ms. King mentioned that staff were informed of an issue with the survey. There was a mile marker pin that was re-monumented. This in turn caused two areas to be slightly different. Eng staff members (surveyors) and City staff members have been working on a resolution. Ms. King will update the board when it is resolved.
 - B. Well Project Update – There was interest from one of the box hangar owners to place a well onto his leased property. The board asked staff to compile information on putting a well in. Staff obtained a quote from Johnson Well drilling in the amount of \$7,885. This would be a 5 inch well with a 1 hp motor to be located at the southernmost end of the T-hangar building. The pump and pressure tank would be housed inside an underground it located adjacent to the well and would be protected from freezing during the winter. There would be three frost free yard hydrants installed along the water line located at the north end, mid-point and south end of the pipe. It would be possible to extend water services to each of the box hangars by directional boring water lines under the roadway at an additional cost. Ms. King reported that she had contacted three neighboring airports with two of

them allowing their box hanger/property leasers to drill their own wells at their own cost. The board was in consensus to have staff continue research. Staff will bring back additional information to the board at the next meeting.

- C. T-Hangar Lease – The board reviewed the lease and made a few suggestions. Mr. Manina made a motion to request the attorney review and make suggestions based on our recommendations and concerns. Ms. Hagg supported the motion. Motion passed 6 to 0. Ms. King will provide the attorney the suggested changes.

VII. NEW BUSINESS

- A. Airport Capital Improvement Plan – Ms. Ward reviewed the project list:

- 2015: Carryover Funds
- 2016: Carryover Funds
- 2017: Design – Runway 9/27 Rehab
Design – Runway 9/27 Lighting and PAPI Installation
- 2018: Construct – Runway 9/27 Rehab
Construct – Runway 9/27 Lighting and PAPI Installation
- 2019: Design – Rehab Parallel Taxiway
Design – Rehab Apron
- 2020: Construct – Rehab Parallel Taxiway
Construct – Rehab Apron

The board was in consensus to move forward with the list of projects as is. MAP meetings are being scheduled and will begin August 19th.

- VIII. COMMISSION COMMENTS – Ms. Garrison indicated that in the past a new terminal building was discussed. Is that something we could add to the Capital Improvement Plan? Ms. Ward indicated that the runway will be a priority but could be added after that is complete.

- IX. ADJOURNMENT – Mr. Manina made a motion to adjourn the meeting at 8:27 p.m. Mr. Wilkins supported the motion. Motion carried 6 to 0.

Minutes compiled by Ameer King, Assistant City Administrator.