

CITY OF LEBANON
AIRPORT ADVISORY BOARD MINUTES
APRIL 16, 2018

BE IT REMEMBERED that the Airport Advisory Board of the City of Lebanon, Missouri, met on April 16, 2018 at 6:00 p.m. at the Floyd W. Jones Airport FBO Building, 2407 S. Jefferson.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following board members were present: Chairman Curtis Mather, Fred Mayes, Councilman Chuck Jordan, Bob VanStavern, and Councilman Randy Wall; Absent: Tommy Files, Dave Simmons.

A quorum was declared.

Staff members and others in attendance: Airport Manager Sandra Shore.

Minutes were taken by Airport Manager Sandra Shore.

APPROVAL OF MINUTES

Randy Wall moved and Bob VanStavern seconded that the Board approve the minutes from the March 19, 2018 meeting as presented. Motion carried as follows: Yea: (5) Mather, Mayes, Jordan, VanStavern, Wall; Nay: (0) None; Absent: (2) Files, Simmons.

FINANCIAL REPORT

Ms. Shore presented members of the Airport Board the financial statement for FY18 ending February 28, 2018. The financial statement presented last month was not reconciled at the time of approval.

Chuck Jordan moved and Randy Wall seconded that the Board approve the financial statement as presented. Motion carried as follows: Yea: (5) Mather, Mayes, Jordan, VanStavern, Wall; Nay: (0) None; Absent: (2) Files, Simmons.

DISCUSSION ITEMS

Fuel Sales

Per request by the board, Ms. Shore presented to the board fuel sales trends by product. Total fuel sales have increased approximately 8% while profit margins have increased 11% this fiscal year. Discussion.

Hangar Project

Ms. Shore informed the board the hangar project bids had been opened. Ms. Shore is recommending budgeting for the engineering, disassembly, and transportation of the building. The reassembly and construction phase will be rebid in the future under what is expected to be a more favorable bidding and funding environment.

FY19 Budget Approval

Ms. Shore presented the Airport's Fund 73 proposed FY19 budget. She expects an increase in revenues across the board including interfund transfers which include an \$60,000 increase to the annual transfer and a substantial one-time transfer to reconcile the fund balance. Major expenditures include the local match of two grants and a jet fuel truck.

Randy Wall moved and Fred Mayes seconded to approve the proposed budget as presented. Yea: (5) Mather, Mayes, Jordan, VanStavern, Wall; Nay: (0) None; Absent: (2) Files, Simmons.

CIP 2020-2024 Approval

Ms. Shore presented to the board the proposed 2020-2024 CIP. Ms. Shore noted that it was as presented last month with the exception of the addition of an aviation fuel truck. The board would like to see a fuel farm added to the CIP next year.

Chuck Jordan moved and Bob VanStavern seconded to approve the proposed 2020-2024 CIP as presented. Yea: (5) Mather, Mayes, Jordan, VanStavern, Wall; Nay: (0) None; Absent: (2) Files, Simmons.

Rates and Charges Review

Ms. Shore recommended an increase to hangar rental rates. The recommendation would raise standard t-hangar rates from \$165 to \$190 while the larger t-hangars would increase from \$200 to \$215. Discussion.

Fred Mayes moved and Randy Wall seconded to approve the proposed budget as presented. Yea: (5) Mather, Mayes, Jordan, VanStavern, Wall; Nay: (0) None; Absent: (2) Files, Simmons.

ADJOURNMENT

Chuck Jordan moved and Randy Wall seconded the Airport Advisory Board meeting be adjourned. Motion passed unanimously. Meeting adjourned at 7:58 P.M.



Chairman, Curtis Mather

Minutes Approved May 21, 2018

