

The Airport Commission met in regular session Monday, April 13, 2020, at 4:00 p.m. via virtual Zoom Meeting and in the Beaver Lake Aviation Conference Room. The meeting was called to order by Chairman Hobbs.

**Members Present via Zoom:**

Ray Hobbs, Bob Crafton, Gary Jackson, Jerry Vest, Clyde Tempel. Mark Fryauf joined at 4:10pm. Roger Bullock was absent.

**Others Present:**

David Krutsch, Airport Manager; Jennifer Moore, City Staff; Linda Jennings, Stephen Doc Ricker, and Samantha Vargas, Beaver Lake Aviation (BLA); Dan Williams, Walmart Aviation; Adam White, Garver Engineering

**Other Officials Present:**

Mark Kruger, City Council Member; Jerry Carmichael, City Council Member; Jessica Rush, City Clerk

**Public Forum:** There were no comments from anyone in the audience. The Public Forum was declared closed.

**Action on Minutes:**

Motion by Crafton, second by Jackson to approve the minutes of March 9, 2020 as submitted.

**Voice Vote: Yes-Unanimous. Motion carried.**

**Financial Report:**

Krutsch has distributed the Financial Report for period ending March 31, 2020. Krutsch discussed the following:

- Flowage Fees were up 18.5% for the month of February reflected in March; and are up 9.4% YTD. The impacts of the COVID-19 pandemic will eclipse the positive trend of the first quarter. It will be evident in financial reports in the upcoming months.
- Additional O & M expense control measures are in place, with expenses being reduced as much as possible while continuing to operate in a safe and efficient manner.
- All outstanding 2020 ground lease payments have been collected.

**Manager's Report: None**

**Reports from Boards and Standing Committees: None**

**Old Business: None**

**New Business:**

- 1) Resolution authorizing submission of a grant application(s); AIP 38 Construct Taxilane; Reconstruct Taxiway (Phase II – construction).**

Krutsch reported this is the usual and customary Commission Resolution authorizing submission of the grant application for the AIP 38 project. All FY2020 AIP grants will be issued at 100% federal share (CARES ACT). We will still need to fund the non-AIP eligible items including utility extensions.

Motion by Hobbs, second by Vest to approve the Resolution.

**Roll Call: Unanimous – Yes. Motion carried.**

- 2) Resolution authorizing submission of a grant application for assistance under Public Law 116-136 (CARES Act)**

Krutsch stated the Resolution will allow submission of a grant application under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. This will also be 100% federal share and the funds can be

used for any purpose for which airport revenues may be lawfully used. We are expecting to receive around \$157K.

Motion by Jackson, second by Crafton to approve the Resolution.

**Roll Call: Unanimous – Yes. Motion carried.**

**3) Authorizing Professional Services Committee to negotiate construction phase services agreement with Garver, LLC; AIP 38 Construct Taxi lane; Reconstruct Taxiway (Phase II – construction)**

Krutsch discussed the Construction Phase Services (CPS) agreement with Garver for the AIP 38 project. FAA has approved the scope of work. Per the Commission's standing protocol, the resolution authorizes Commissioner Jackson and Krutsch to review and negotiate the contract. FAA will also review the contract, and any changes they require will be incorporated in the final agreement.

Motion by Fryauf, second by Crafton to authorize negotiations.

**Roll Call: Unanimous – Yes. Motion carried.**

**4) Authorizing staff to negotiate contract(s) with SWEPCO and Black Hills Energy for utility relocations and extensions, and to submit said contract(s) to City Council for consideration; AIP 38 Construct Taxi lane; Reconstruct Taxiway (Phase II-construction)**

Krutsch explained that this will authorize staff (with Garver's input and assistance) to negotiate contracts for the utility extensions / relocations associated with the AIP 38 project.

Motion by Tempel, second by Vest to authorize negotiation of contract(s).

**Roll Call: Unanimous – Yes. Motion carried.**

**5) Consideration of Lease Assignment Agreement: T2-B**

Krutsch informed that the lease assignment agreement is our standard short form transferring the ground lease to the buyer under the same terms and conditions for the balance of the existing term. Legal counsel has reviewed the assignment agreement.

Motion by Crafton, second by Jackson to authorize the Lease Assignment Agreement.

**Roll Call: Unanimous – Yes. Motion carried.**

Motion by Jackson, second by Hobbs to adjourn. Voice Vote: Yes-Unanimous. **Motion carried.**

Meeting adjourned at 4:28 p.m.