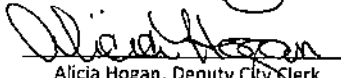


**NOTICE OF MEETING AND AGENDA
REGULAR MEETING OF THE AIRPORT AUTHORITY BOARD
MONDAY, JANUARY 11, 2016
4:00 PM
MEETING ROOM**

MIAMI REGIONAL AIRPORT TERMINAL BUILDING
2600 Rex Plott Drive, Miami, Oklahoma

FILED IN THE OFFICE OF THE CITY CLERK AND POSTED IN THE MAIN LOBBY AND THE NORTH OUTSIDE ENTRYWAY

OF THE MIAMI CIVIC CENTER AT 8:45 AM PM ON January 08, 2016.


Alicia Hogan, Deputy City Clerk

**THE BOARD MAY DISCUSS, CONSIDER, AND VOTE TO RECOMMEND TO THE CITY COUNCIL
ON ANY ITEM LISTED IN THIS AGENDA:**

- | | |
|---|-------------------------|
| 1. Call to Order | Chairman Jurgensmeyer |
| 2. Minutes: November 9, 2015 | Airport Authority Board |
| 3. Update on Capital Improvement Plan (CIP) | Chuck Childs |
| 4. Update on Self-Service | Tyler Cline |
| 5. Update on Mural Painting | Tyler Cline |
| 6. Update on Base Station Radio | Tyler Cline |
| 7. Update on PAPI Light Repair | Tyler Cline |
| 8. Airport Director's Report | Tyler Cline |
| 9. Financial Report | Airport Authority Board |
| 10. Airport Authority Board Future Planning | Airport Authority Board |
| 11. Citizens' Input and Unscheduled Personal Appearances | Chairman Jurgensmeyer |
| Each person will be limited to agenda items only. The purpose of this agenda item is to provide an opportunity for citizens' to comment on agenda items. Board members and Staff members are directed not to engage in discussion under this agenda item. | |
| 12. Adjournment | Chairman Jurgensmeyer |

The Airport Authority Board is committed to making this meeting accessible to all citizens and if special assistance or accommodations are required, please submit your request to the Miami Regional Airport. We also ask that all cell phones and pagers be turned off or placed on silent.

Thank you.

THE AIRPORT AUTHORITY BOARD OF THE CITY OF MIAMI MET IN REGULAR SESSION NOVEMBER 9, 2015 AT 4:00 PM IN THE MEETING ROOM OF THE MIAMI REGIONAL AIRPORT TERMINAL BUILDING WITH THE FOLLOWING PRESENT:

Pat Jurgensmeyer, Chairman
Jeff Stewart (Absent)
John Finley
Judee Snodderly
Jess Robinson
Sam Grubb
Jim Belcher

Tyler Cline, Utility Director
Meagan Doherty, Airport Office Manager/Collections

The agenda for the meeting was posted in the lobby and the north outside entryway of the Miami Civic Center at 2:10 pm on November 05, 2015.

THE BOARD MAY DISCUSS, CONSIDER, AND VOTE TO RECOMMEND TO THE CITY COUNCIL ON ANY ITEM LISTED IN THIS AGENDA:

Call to Order:

Chairman Pat Jurgensmeyer called the meeting to order at 4:01 PM.

Minutes: October 12, 2015:

Member Robinson moved to approve Minutes: October 12, 2015. Member Snodderly made the second. The board was polled with the following results:

Robinson, Aye Snodderly, Aye Finley, Aye Belcher, Aye Grubb, Aye Jurgensmeyer, Aye Stewart, Absent

Chairman Pat Jurgensmeyer declared the motion carried.

Automated Weather Operating System (AWOS):

Tyler Cline went over the original date the AWOS was introduced to the board in February of 2015. He confirmed that it was in the Capital Improvement Plan (CIP) for the Airport. John Finley asked if the airport was put on some kind of waiting list. Cline said that he would find out. Jurgensmeyer asked about the monthly maintenance fees. Meagan Doherty stated she would find out. Cline suggested to have Garver, the airport engineering firm, as a guest to come talk about the CIP plan and the AWOS.

No Action Taken.

PAPI Light Repair:

Doherty explained Wise Electric would be coming to take a look at the north end PAPI lights because it had been discovered that it wasn't just light bulbs that were burnt out.

No Action Taken.

British Fliers Remembrance Ceremony Report:

Doherty informed the board Colonel Halvorsen arrived on Thursday, November 6, 2015. She reported that the following day, he spoke at the middle school and the kids loved it. He later went to the Coleman Theatre for the Meet and Greet. It was estimated 200-300 people attended the event. Halvorsen also attended the British Fliers Remembrance Ceremony on Saturday November 7, 2015 and received a flight jacket from the Spartan School of Aeronautics in Tulsa, OK. He later went to Chapter's for a book signing and sold all of his books that were ordered. Halvorsen told Nancy Bro, GAR Cemetery Office Manager, that out of all the places he has been a special guest that Miami had treated him the best.

No Action Taken

Airport Director's Report:

Cline said that Doherty was a part of a making the British Fliers Remembrance Ceremony and Aviation Day a big success. He also said there are two twin hangers open that needed to be rented. Jurgensmeyer also said thank you for all of Doherty's help.

No action taken.

Financial Report:

The board reviewed the Financial Report.

No action taken.

Airport Authority Board Future Planning:

Cline reiterated that he would get Garver to come down to talk about the CIP plan. Jim Belcher asked about getting a new base station radio. Cline said that there wasn't any money in the budget for it until the end of the year. Cline said that he was open to any suggestions about radio replacement.

No action taken.

Citizens' Input and Unscheduled Personal Appearances:

William Knotts asked about making a fly-in an annual event. Cline said that he would like to have an annual event.

Adjournment

Member Robinson moved to adjourn. Member Snodderly made the second. The board was polled with the following results:

Robinson, Aye Snodderly, Aye Belcher, Aye Finley, Aye Grubb, Aye Jurgensmeyer, Aye Stewart, Absent

Chairman Jurgensmeyer declared the meeting adjourned at 4:24 PM.

Pat Jurgensmeyer, Chairman

Jeff Stewart

Jess Robinson

Sam Grubb

Judee Snodderly

John Finley

Jim Belcher

Attest:

Meagan Doherty,
Miami Regional Airport Office Manager/ Collections

5 Year Capital Improvement Plan (CIP)

Miami Regional Airport (MIO), Miami, Oklahoma

CIP START YEAR: 2016

2013 Entitlement Balance (Expires FY16)
 \$150,000 2014 Entitlement Balance (Expires FY17)
 \$150,000 2015 Entitlement Balance (Expires FY18)
 \$150,000 2016 Entitlement (for planning purposes through 2020)

Instructions

Show all planned projects (not just AIP funded projects)
 For AIP-MY, show est. cost in initial year & list project in following year(s) w/ \$0
 Submit CIP to the ADO as a PDF file dated with signature.

| Fed FY | Entitlement Available | Funding Source | ODO Project Component/Phase | Estimated Cost | Funding Plan | | | |
|--------|-----------------------|-----------------|---|------------------------|------------------------|------------------|-------|----------------------|
| | | | | | Entitlement | Additional AIP | Other | Match |
| 2016 | \$450,000 | AIP | DESIGN Rehabilitate Runway Lighting (MIRLs) | \$75,000 | \$67,500 | | | \$7,500 |
| | \$382,500 | Remaining Funds | | | | | | |
| | | | 2016 Annual Subtotals: | \$75,000 | \$67,500 | | | \$7,500 |
| 2017 | \$532,500 | AIP | CONSTRUCT Rehabilitate Runway Lighting (MIRLs) | \$592,500 | \$532,500 | \$750 | | \$59,250 |
| | | Remaining Funds | | | | | | |
| | | | 2017 Annual Subtotals: | \$592,500 | \$532,500 | \$750 | | \$59,250 |
| 2018 | \$150,000 | AIP | BANK FUNDS FOR NEXT PROJECT | | | | | |
| | | Remaining Funds | | | | | | |
| | | | 2018 Annual Subtotals: | | | | | |
| 2019 | \$300,000 | AIP | Rehabilitate Runway Vertical/Visual Guidance System (PAPIs) Install AWOS III | \$160,000 \$132,000 | \$144,000 \$118,800 | | | \$16,000 \$13,200 |
| | | Remaining Funds | | | | | | |
| | | | 2019 Annual Subtotals: | \$292,000 | \$262,800 | | | \$29,200 |
| 2020 | \$187,200 | AIP | Rehabilitate Apron | \$590,000 | \$187,200 | \$343,800 | | \$59,000 |
| | | Remaining Funds | | | | | | |
| | | | 2020 Annual Subtotals: | \$590,000 | \$187,200 | \$343,800 | | \$59,000 |
| | | | 5 Year CIP Totals: | \$1,549,500 | \$1,050,000 | \$344,550 | | \$154,950 |

SPONSOR SIGNATURE: _____

DATE: _____

Miami Regional Airport Mural

- Approximately 11” wide and 5’- 6’ tall on upper part of wall, about 7’ above the floor
 - Oval shape with WWII plane flying above airport and RAF school, as in small painting hanging in the hallway at the airport
 - “Miami Regional Airport” and City of Miami logo painted into the image
-

To be provided/purchased by the City/Airport:

1.) Paint: estimated cost- \$140.00

I painted a mural for the middle school in June, 2015, which was similar in size to what the airport mural would be. High-quality wall paint was purchased through the Miami Public Schools’ account with Sherwin Williams at the cost of paint of \$142.02. Assuming the city has an account with Sherwin Williams (or ACE Hardware), we can expect the cost for paint to be similar.

2.) Scaffolding or a lift to reach the site of the painting

Time Frame:

I would like to work on this during a time when I can spend several hours per day on the project, especially since a scaffolding or lift will have to be in place. The ideal times to work would be during breaks from teaching. Based on previous projects, I believe I could complete this painting within 1-2 weeks during one of the following times. Access over the weekends would be helpful.

Possible dates for painting-

Dec 12-20, 2015

Mar 12-19, 2016

May 14-Aug 8, 2016

For designing and painting this mural, I would like to receive \$1500.

Jessica Stout

jessica.s.stout@neo.edu

(918) 540-6245

(918) 541-5634-texting is best to this number

13381 S 530 Rd

Miami, OK 74354

Meagan Doherty

From: Stout, Jessica <jessica.s.stout@neo.edu>
Sent: Wednesday, December 09, 2015 1:51 PM
To: Meagan Doherty
Subject: airport mural

Hello-I am in finals week at the college and thinking about projects I plan to work on over Christmas and Summer Breaks, and want you to know I'm still very much interested in the mural we talked about at the airport. I'm willing to come down on my price I quoted you to fit your budget a little better if necessary.

Thanks!

Jessica Stout

Art Instructor
NEO A&M College
Kah-Ne Hall 203
200 I St NE Miami, OK 74354
(918) 540-6245 jessica.s.stout@neo.edu



Remit To
 3158 S. 108th E. Ave. #276 1111 Cornell Parkway
 Tulsa, OK 74146 Oklahoma City, OK 73108
 Phone: (918) 663-0172 Phone: (405) 942-1292

QUOTATION
109000063

Bill To:
 Miami Reginal Air Port
 Megan

Ship To:
 CASH
 TULSA, OK 74146

| Date: 09/28/2015 | | Customer Rep: DRAKE PHILKOFF | | Terms: NET 30 DAYS | |
|------------------|-------------|--|------------|--------------------|--|
| Qty | Item | Description | Unit Price | Extended | |
| 1 | **MISC | IC-A210 AIR BAND RADIO | 999.99 | 999.99 | |
| 1 | **MISC | 12V POWER SUPPLY FOR IC-A210 | 740.00 | 740.00 | |
| 1 | **MISC | B-ANT BSAE STATION ANTENNA | 249.00 | 249.00 | |
| 100 | LMR-400 | LMR-400/500 COAXIAL CABLE HUTTON | 1.40 | 140.00 | |
| 2 | RFU-507-SI | CONNECTOR HUTTON ONLY | 5.10 | 10.20 | |
| 1 | RFN-1006-3I | N Male Crimp-9913/LMR400 HUTTON, TESSCO, TALLEY | 5.26 | 5.26 | |
| 1 | RFN-1028-SI | CRIMP JACK CABLE CONNECTOR HUTTON ONLY | 6.52 | 6.52 | |
| 1 | 68433 | "Bulkhead Arrestor,N/M-N/F" TESSCO | 106.26 | 106.26 | |
| 1 | INSTALL | INSTALLATION | 630.00 | 630.00 | |
| 1 | HARDWARE | GROUND WIRE AND GROUNDING AND INSTALL SUPPLIES AND HARDWARE | 450.00 | 450.00 | |
| 3 | TRAVELTIM | CHARGE FOR TRAVEL | 70.00 | 210.00 | |

Subtotal : \$3,547.23
 Tax : \$302.12
 Total Quote : \$3,849.35

Meagan Doherty

From: Meagan Doherty
Sent: Wednesday, September 30, 2015 4:05 PM
To: Tyler Cline
Subject: FW: BASE STATION RADIO QUOTE
Attachments: MIAMI REGINAL AIR PORT.pdf

From: Drake Philkoff [mailto:dphilkoff@totalradioinc.com]
Sent: Wednesday, September 30, 2015 3:34 PM
To: Meagan Doherty <mdoherty@miamiokla.net>
Subject: RE: BASE STATION RADIO QUOTE

Megan,

Install is very important on the radio systems. We recommend that you let us complete the installation to ensure a pure connection with radio and to protect your system from future lightning storms. If you choose to not to use surge protection and install the antenna on your own it would save you about \$1,000. Please let me know asap so I can get the order processed and get the equipment on its way. Thanks

Drake Philkoff
Total Radio, Inc.
3158 S. 108th E. Ave., Ste. 276
Tulsa, OK 74146
918-663-0172 – O
918-257-2958 – C
918-664-6229 – F
Dphilkoff@totalradioinc.com



From: Meagan Doherty [mailto:mdoherty@miamiokla.net]
Sent: Tuesday, September 29, 2015 3:47 PM
To: Drake Philkoff <dphilkoff@totalradioinc.com>
Subject: RE: BASE STATION RADIO QUOTE

Drake,

We still have a part of the antenna. I'm not sure if it is repairable. Can I send you pictures and you would be able to tell? Or could you come look at it?

Thank you.

Meagan Doherty
Miami Regional Airport Office Manager / Collections
2600 Rex Ploff Dr
PO Box 1288
Miami, OK 74355
918-542-6685 ext 2290

We are dedicated to providing professional, responsive, and reliable services to our community -
City of Miami Objective

From: Drake Philkoff [mailto:dphilkoff@totalradioinc.com]
Sent: Tuesday, September 29, 2015 3:13 PM
To: Meagan Doherty <mdoherty@miamiokla.net>
Subject: BASE STATION RADIO QUOTE

Megan, please let me know if you have any questions. I know you need this radio quick. so let me know if I need to get it rolling. The install crew and I will come out asap to get you back on the air. Thanks!

Drake Philkoff
Total Radio, Inc.
3158 S. 108th E. Ave., Ste. 276
Tulsa, OK 74146
918-663-0172 – O
918-257-2958 – C
918-664-6229 – F
Dphilkoff@totalradioinc.com



No virus found in this message.
Checked by AVG - www.avg.com



LICENSED • BONDED • INSURED

Wise Electric Company (918) 272-8844

P.O. Box 1081 • Owasso, OK 74055

Estimate

| |
|--|
| Name / Address |
| City Of Miami P.O. Box 1288 Miami, OK 74355-1288 |

| | |
|------------|------------|
| Date | Estimate # |
| 12/18/2015 | 5369 |

| | |
|----------|----------------|
| P.O. No. | Terms |
| | Due on receipt |

| Description | Total |
|---|-------------------------|
| <p>MIAMI REGIONAL AIRPORT</p> <p>PAPI light repair</p> <p>Detected bad circuit board in north unit Furnish and install new circuit board QUOTED PRICE</p> | 1,280.00 |
| Thank you for allowing us to give a quote on your project | Total \$1,280.00 |

Signature _____

**MIAMI MUNICIPAL AIRPORT
INCOME STATEMENT
December 31, 2015**

| REVENUE | December-15 | Year-to-Date |
|-----------------------------|---------------------|-----------------------|
| REVENUE/STATE | \$ - | \$ 12,614.80 |
| JET FUEL SALES | \$ - | \$ 23,578.59 |
| AV. GAS SALES | \$ 2,003.12 | \$ 20,088.67 |
| HANGAR RENT | \$ 2,170.00 | \$ 13,410.50 |
| TIE DOWNS | \$ - | \$ - |
| OIL SALES | \$ - | \$ 72.00 |
| MISCELLANEOUS | \$ - | \$ 466.90 |
| RETURNED CHECKS | \$ - | \$ - |
| AG. LEASE | \$ 8,797.58 | \$ 8,797.58 |
| CASH LONG/SHORT | \$ - | \$ - |
| INTEREST INCOME | \$ - | \$ - |
| INSURANCE RECOVERY | \$ - | \$ - |
| REVENUE/FAA | \$ - | \$ - |
| REVENUE/OTHER | \$ - | \$ 62.22 |
| | <u>\$ 12,970.70</u> | <u>\$ 79,091.26</u> |
| TOTAL REVENUE | \$ 12,970.70 | \$ 79,091.26 |
| | | |
| EXPENSES | | |
| PERSONNEL EXPENSES | \$ 5,316.37 | \$ 36,158.92 |
| OFFICE EXPENSE | \$ - | \$ 179.62 |
| VEHICLE & EQUIP EXP | \$ - | \$ - |
| PETROLEUM PRODUCTS | \$ 1,577.11 | \$ 36,974.12 |
| STREET MATERIALS | \$ - | \$ - |
| JANITORIAL SUPPLIES | \$ - | \$ 5.97 |
| REPAIR/MAINT. SUPPLIES | \$ - | \$ 1,291.24 |
| OTHER OPERATING SUPPLIES | \$ - | \$ 200.67 |
| OIL PURCHASES | \$ - | \$ - |
| RENTAL | \$ - | \$ - |
| POSTAGE & FREIGHT | \$ - | \$ 72.78 |
| TELEPHONE | \$ 24.75 | \$ 508.20 |
| NATURAL GAS | \$ 183.12 | \$ 642.82 |
| EDUCATION & TRAVEL | \$ - | \$ - |
| DUES AND SUBSCRIPTIONS | \$ - | \$ 275.00 |
| ADVERTISING & PRINTING | \$ - | \$ - |
| INSURANCE | \$ - | \$ - |
| PROFESSIONAL SERVICES | \$ 5,904.00 | \$ 8,696.00 |
| MAINT/SERVICE CONTRACTS | \$ - | \$ - |
| COMPUTER EXPENSE | \$ - | \$ - |
| MISC. SERVICES/CHARGES | \$ - | \$ 6,820.67 |
| GRANT EXPENSES | \$ - | \$ - |
| CC SERVICE CHARGE | \$ 188.34 | \$ 1,710.84 |
| CAPITAL OUTLAY | \$ - | \$ - |
| TRANSFER TO PERSONNEL FUND* | \$ - | \$ - |
| | <u>\$ 13,193.69</u> | <u>\$ 93,536.85</u> |
| TOTAL EXPENSES | \$ 13,193.69 | \$ 93,536.85 |
| | | |
| NET PROFIT | \$ (222.99) | \$ (14,445.59) |

| | |
|----------------------------|--------------|
| CASH ON HAND | \$ 35.00 |
| BANK BALANCE | \$ 44,734.74 |
| ACCOUNTS RECEIVABLE | \$ 35,381.37 |
| A/R CORPORATE CREDIT CARDS | \$ 26,296.62 |
| ACCOUNTS PAYABLE | \$ - |
| **AV & JET FUEL INVENTORY | \$ 12,576.73 |

| | |
|--------------------------|---------------------|
| 11/30/2015 BANK BALANCE | \$ 35,121.16 |
| ACTUAL CASH RECEIPTS | \$ 18,400.01 |
| ACTUAL CASH EXPENDITURES | \$ (8,786.43) |
| 12/31/2015 BANK BALANCE | <u>\$ 44,734.74</u> |