


**NOTICE OF MEETING AND AGENDA
REGULAR MEETING OF THE AIRPORT AUTHORITY BOARD
MONDAY, FEBRUARY 8, 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 February 05, 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:**

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| 1. Call to Order | Chairman Jurgensmeyer |
| 2. Minutes: January 11, 2016 | Airport Authority Board |
| 3. Self-Service Introduction | Meagan Doherty |
| 4. 2016- 2017 Budget Ideas | Tyler Cline |
| 5. Approve Mural Sketch | Meagan Doherty |
| 6. Airport Director's Report | Tyler Cline |
| 7. Financial Report | Airport Authority Board |
| 8. Airport Authority Board Future Planning | Airport Authority Board |
| 9. Citizens' Input and Unscheduled Personal Appearances
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. | Chairman Jurgensmeyer |
| 10. 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 JANUARY 11, 2016 AT 4:00 PM IN THE MEETING ROOM OF THE MIAMI REGIONAL AIRPORT TERMINAL BUILDING WITH THE FOLLOWING PRESENT:

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

Tyler Cline, Utility Director
Meagan Doherty, Airport Office Manager/Collections
Chuck Childs, Director of Community Development/City Engineer

The agenda for the meeting was posted in the lobby and the north outside entryway of the Miami Civic Center at 8:45 am on January 08, 2016.

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: November 9, 2015:

Member Stewart moved to approve Minutes: November 9, 2015. Member Robinson made the second. The board was polled with the following results:

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

Chairman Pat Jurgensmeyer declared the motion carried.

Update on Capital Improvement Plan (CIP):

Chuck Childs, City Engineer, went over the CIP plan year by year for the next five years. He explained to the board that it was hard to get funding for an Automated Weather Operating System (AWOS) but we might be able to get additional funding for a project like that. Jurgensmeyer told the board that we need to be strategic when planning projects because yearly money rolls over into the next but if it's not used then we will lose it. Childs told the board that in the past, if other Airports did not use their money then we might be able to use it.

No Action Taken.

Update on Self-Service:

Tyler Cline stated everything has been installed. The phone line is ready and the power is attached just not on because the credit card networking has not been approved yet. Cline told the board it is on the agenda for the City Council meeting January 19, 2016.

No Action Taken.

Update on Mural Painting:

Cline told the board the original quoted price was \$1500. Doherty suggested to get sketches of what Jessica Stout had in mind for the mural. Jurgensmeyer suggested to ask for donations. Cline confirmed that the Airport could put \$500 towards the mural.

Member Snodderly made a motion to approve painting the mural and researching funding. Member Stewart made the second. The board was polled with the following results:

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

Chairman Pat Jurgensmeyer declared the motion carried.

Update on Base Station Radio:

Cline told the board that Drake from Total Radio in Tulsa, OK had emailed Doherty to tell her that he may be able to quote a lower price based on the radio selected. Cline stated he spoke with a co-worker that does all technical installations for the City of Miami. He reiterated that the base station radio is different than other radios and they're more technical so he suggested that someone else needed to install it.

No action taken.

Update on PAPI Light Repair:

Cline stated there had been a quote received from Wise Electric on the repair and that only certain companies can repair it.

No action taken.

Airport Director's Report:

Cline told the board he was trying to get lights at the south end hangers. He has the line crew looking it over to see what can be installed.

No action taken.

Financial Report:

The board reviewed the Financial Report.

No action taken.

Airport Authority Board Future Planning:

Judee Snodderly suggested to generate a guest report with email for announcements.

No action taken.

Citizens' Input and Unscheduled Personal Appearances:

Belcher announced that EAA Chapter 463 had decided to have the Young Eagles event on Sunday this year. The event will be held on April 3, 2016 from 1pm -5pm with the rain date April 10, 2016.

Member Stewart made a motion to approve the Young Eagles event on April 3, 2016. Member Snodderly made the second. The board was polled with the following results:

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

Chairman Pat Jurgensmeyer declared the motion carried.

Adjournment

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

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

Chairman Jurgensmeyer declared the meeting adjourned at 4:40 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

NO
SMOKING

FLAMMABLE

FUEL

AM-02-FMCT

VOL
TOTAL
SSS
FUELMASTER

2016-2017 Budget Ideas

- Finish Fencing
- Entrance
- South End Area Lights
- Crack Seal Apron and Paint
- New Siding
- Courtesy Vehicle (Van, SUV)

**MIAMI MUNICIPAL AIRPORT
INCOME STATEMENT
January 31, 2016**

REVENUE	January-16	Year-to-Date
REVENUE/STATE	\$ -	\$ 12,614.80
JET FUEL SALES	\$ 2,943.15	\$ 26,521.74
AV. GAS SALES	\$ 4,596.54	\$ 24,685.21
HANGAR RENT	\$ 2,085.00	\$ 15,495.50
TIE DOWNS	\$ -	\$ -
OIL SALES	\$ -	\$ 72.00
MISCELLANEOUS	\$ (34.10)	\$ 432.80
RETURNED CHECKS	\$ -	\$ -
AG. LEASE	\$ 1,850.50	\$ 10,468.08
CASH LONG/SHORT	\$ -	\$ (0.04)
INTEREST INCOME	\$ -	\$ -
INSURANCE RECOVERY	\$ -	\$ -
REVENUE/FAA	\$ -	\$ -
REVENUE/OTHER	\$ -	\$ 62.22
TOTAL REVENUE	\$ 11,441.09	\$ 90,352.31

EXPENSES	January-16	Year-to-Date
PERSONNEL EXPENSES	\$ 5,428.24	\$ 41,587.16
OFFICE EXPENSE	\$ -	\$ 179.62
VEHICLE & EQUIP EXP	\$ -	\$ -
PETROLEUM PRODUCTS	\$ 5,759.70	\$ 42,733.82
STREET MATERIALS	\$ -	\$ -
JANITORIAL SUPPLIES	\$ 16.97	\$ 47.85
REPAIR/MAINT. SUPPLIES	\$ -	\$ 1,305.22
OTHER OPERATING SUPPLIES	\$ -	\$ 234.09
OIL PURCHASES	\$ -	\$ -
RENTAL	\$ -	\$ -
POSTAGE & FREIGHT	\$ 10.67	\$ 83.45
TELEPHONE	\$ 384.45	\$ 892.65
NATURAL GAS	\$ 302.04	\$ 944.86
EDUCATION & TRAVEL	\$ -	\$ -
DUES AND SUBSCRIPTIONS	\$ -	\$ 275.00
ADVERTISING & PRINTING	\$ -	\$ -
INSURANCE	\$ -	\$ -
PROFESSIONAL SERVICES	\$ 2,792.00	\$ 11,488.00
MAINT/SERVICE CONTRACTS	\$ 431.40	\$ 431.40
COMPUTER EXPENSE	\$ -	\$ -
MISC. SERVICES/CHARGES	\$ -	\$ 6,820.67
GRANT EXPENSES	\$ -	\$ -
CC SERVICE CHARGE	\$ 51.53	\$ 1,762.46
CAPITAL OUTLAY	\$ -	\$ -
TRANSFER TO PERSONNEL FUND*	\$ -	\$ -
TOTAL EXPENSES	\$ 15,177.00	\$ 108,786.25

NET PROFIT	\$ (3,735.91)	\$ (18,433.94)
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CASH ON HAND	\$ 35.00
BANK BALANCE	\$ 45,131.48
ACCOUNTS RECEIVABLE	\$ 35,604.27
A/R CORPORATE CREDIT CARDS	\$ 27,904.99
ACCOUNTS PAYABLE	\$ -
**AV & JET FUEL INVENTORY	\$ 18,366.81

11/30/2015 BANK BALANCE	\$ 44,473.96
ACTUAL CASH RECEIPTS	\$ 9,609.82
ACTUAL CASH EXPENDITURES	\$ (8,952.30)
12/31/2015 BANK BALANCE	\$ <u>45,131.48</u>