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**A G E N D A**

**Call to Order:**

**Roll Call:**

1. APPROVAL OF MINUTES – Approval of the minutes for the Airport Advisory Board meeting held on August 6<sup>th</sup>, 2019.
2. APPOINTMENT OF CHAIRPERSON AND VICE CHAIRPERSON – Appoint a Chairperson and a Vice Chairperson to serve the 2021 term.

**Announcements:**

1. KANSAS AIR TOUR – 2021 – Announcement of the Atkinson Municipal Airport's application to participate in the 2021 Kansas Air Tour to take place in September 2021.
2. AIRPORT ENGINEERING AND PLANNING CONSULTANT SELECTION – Announcement that the City is in the process of selecting the Airport Engineering and Planning Consultant which will be a five-year agreement.
3. TERMINAL APRON RECONSTRUCTION PROJECT DESIGN ONLY – Announcement and discussion regarding the Terminal Apron Reconstruction Project.

**Non-Agenda:**

**Adjournment:**

Tentatively Scheduled Next Meeting – August 2, 2021 at noon in the Upstairs Conference Room at City Hall.

**AIRPORT ADVISORY COMMITTEE  
MINUTES OF THE MEETING OF AUGUST 6, 2019**

**MEMBERS PRESENT:** Bryan Hamilton  
Ron Holman  
Jesse Hudson  
Joe Leek  
Michael Tribelhorn

**MEMBERS ABSENT:** Sean Ensz, Chairperson  
Ron Close, Vice Chairperson

**OTHERS PRESENT:** Cameron Alden, Director of Public Works  
Bill Pyle, Airport Manager

The Airport Advisory Committee met on Monday, August 6, 2019, in the City Hall Conference Room. In the absence of both the chairperson and Vice Chairperson, Mike Tribelhorn called the meeting to order at 12:03 p.m.

Jess Hudson moved to approve the minutes as submitted. This motion was seconded by Ron Holman. Motion passed unanimously.

Bill Pyle handed out the Fuel Sales Report and the Jet-A Tier Level Discount from January through June 2019.

The farmer on contract is preparing to hay the airport field once the weather permits.

A brief update was given on the tree clearing around Runway 4-22 and updating of the AWOS Ceilometer. It was requested Staff look at the trees for the 35 North approach as the trees there are over grown.

Under New Business, it was announced the fire department recently toured the airport for emergency response planning.

There was a brief discussion regarding the AWOS/communication system.

There was a brief discussion regarding possible reduced hangar rates for an on-site mechanic. Tribelhorn and Hudson were both in favor of this idea.

There being no further business to be discussed, Ron Holman moved to adjourn the meeting at 12:30 p.m. This motion was seconded by Joe Leek and the motion carried unanimously.

Respectfully submitted,  
Andrea Holtzman  
Administrative Support Specialist I

# AIRPORT ADVISORY COMMITTEE

## 2021 TENTATIVE MEETING SCHEDULE

MEETING DATE
February 1, 2021
May 3, 2021
August 2, 2021
November 1, 2021

**QUARTERLY MEETINGS  
FIRST MONDAY OF FEBRUARY, MAY, AUGUST, NOVEMBER  
OR AS CALLED BY THE CHAIRPERSON OR DIRECTOR OF PUBLIC  
WORKS**

**TIME:** 12:00 PM

**PLACE:** City Hall Upstairs Conference Room