



Stillwater Regional Airport Authority
Terminal: 2020-1 West Airport Road
Administration: 3304 N. Airport Industrial Access Rd.
Stillwater, Oklahoma 74075

Office: 405.372.7881 Ext. 5
Fax: 405.372.8460

www.Stillwater.org - www.FlyStillwaterOk.com

MEETING MINUTES

Stillwater Municipal Building
Via Zoom Video Conference
Stillwater, Oklahoma 74075

August 20, 2020

1. CALL SPECIAL MEETING TO ORDER

Chairman Marc Tower called the meeting to order at 12:03pm

2. ROLL CALL

MEMBERS PRESENT: CHUCK FLEISCHER, LEE ROY SMITH, & MARC TOWER

MEMBERS ABSENT: NONE

OTHERS ATTENDING: Melissa Reames, Paul Priegel, Kimberly Carnley, Austin Helms, Colby Linder & Foster Becquet

3. CONSENT DOCKET

- a. Approval of minutes: Special Meeting July 16, 2020

MOTION BY FLEISCHER, SECOND BY SMITH FOR APPROVAL OF THE CONSENT DOCKET.

ROLL CALL VOTE: YEA— FLEISCHER, SMITH, & TOWER. ABSENT— —NONE. ABSTAIN—NONE. MOTION CARRIED WITH THREE YEA VOTES.

4. ITEMS REMOVED FROM CONSENT DOCKET - None

5. GENERAL ORDERS

- a. Review and take action on proposed Land Lease Rate for the 2020-2021 Rates and Charges
(SRAA-20-21)

Mr. Priegel explained that, upon further legal review with City Attorney Dorman, they have revised the appropriate structure of the air and landside lease rental rates. The airside land rental rate will

remain the same at 22 cents per square foot per year. Landside rental rates will change from 16 cents per square foot per year to fair market value.

MOTION BY FLEISCHER, SECOND BY SMITH FOR APPROVAL OF THE LAND LEASE RATE FOR THE 2020-2021 RATES AND CHARGES.

ROLL CALL VOTE: YEA— FLEISCHER, SMITH, & TOWER. ABSENT— —NONE. ABSTAIN—NONE. MOTION CARRIED WITH THREE YEA VOTES.

b. Consider approval of Amendment #11 for LBR, Inc. to perform professional engineering services for the Apron Reconstruction, Center Portion. (SRAA-20-22). **(SRAA-20-21)**

Mr. Priegel explained that it is time to start design for the center portion of our apron, which will tie the new north and south portions together. LBR amendment #11 describes the services and scope of the project. Due to our south apron project being funded 100% by the FAA, we were able to push the unused 10% share of the funds from that project forward for this project.

MOTION BY SMITH, SECOND BY FLEISCHER FOR APPROVAL OF AMENDMENT #11 FOR LBR TO PERFORM PROFESSIONAL ENGINEERING SERVICES FOR THE APRON RECONSTRUCTION, CENTER PORTION.

ROLL CALL VOTE: YEA— FLEISCHER, SMITH, & TOWER. ABSENT— —NONE. ABSTAIN—NONE. MOTION CARRIED WITH THREE YEA VOTES.

6. REPORT FROM AIRPORT STAFF AND AUTHORITY

- a. Miscellaneous Items from Airport Director and/or Staff.
 - i) Airport Operational Summary Report **(SRAA-20-23)**

Mr. Priegel gives the Operational Summary Report:

1. Expenditures and revenue: There is an increase in encumbrances at this point in the year due to new COVID purchasing requirements. Actual expenditures remain the same at this point compared to last year.
2. AV Gas and Jet A Fuel sales are up slightly year over year.
3. Air traffic control numbers have doubled from June thanks to OSU flight school opening back up.
4. Airline Load Factors continue to steadily increase, with 44.7% in July. Mr. Priegel also addressed that American Airlines will be suspending service starting October 7th, with a planned return on November 3rd.

- ii) Construction Progress Report **(SRAA-20-24)**

Mr. Helms provided updates for the airport construction projects:

1. Reconstruct and Realign the Connecting Taxiway and Diagonal Section of the Parallel Taxiway System to Runway 17-35, and Install Bypass Taxiway

Update: This project has been completed and opened on June 23rd. It has been working great with no major issues. We are currently working on closeout on the paperwork side of things.

2. Rehabilitate Runway 4-22 and Replace Lighting with LED Lighting

Update: Final inspection of the runway was conducted this week. There is still minor painting to be completed, with an opening expected in about 2 weeks.

3. Reconstruct Apron, North Portion

Update: Phase 1 has been completed and opened. Phase 2 has begun which includes the area northwest of the departure terminal to the area outside of Hangar 1 Flight Center. Pavement for this phase has been 95% removed and they are working on the subgrade and soil stabilization.

4. Construct New South Apron

Update: Work began on July 6th and they are currently at 90% removal of the existing pavement of taxiway Alpha and runway 13-31. They have brought in plenty of dirt and will begin work on soil stabilization soon. Filling material is also being imported for the adjacent OSU flight center project.

c. Miscellaneous Items from the City Manager

None

b. Miscellaneous items from Authority Members

None

7. ADJOURN

MOTION BY SMITH, SECOND BY FLEISCHER FOR APPROVAL TO ADJOURN.

ROLL CALL VOTE: YEA— FLEISCHER, SMITH, & TOWER. ABSENT— —NONE. ABSTAIN—NONE. MOTION CARRIED WITH THREE YEA VOTES.

The meeting adjourned at 12:26 p.m.

ATTEST:

MARC TOWER, CHAIRMAN

CHUCK FLEISCHER, VICE CHAIRMAN