

Aurora Municipal Airport Agenda

Aurora Police and Fire Station - Training Room

106 S Elliott Ave. Aurora, Missouri 65605

Thursday, June 22, 2023 - 6 PM

6/22/2023 - Minutes

1. CALL TO ORDER

Meeting called to order at 6:06 pm

2. ROLL CALL

Chairman Farless - Present

Board Member Holder - Present

Board Member Werner - Present

Board Member Francisco - Absent

Others in Attendance: Assistant City Administrator Carrie Howlett, Council Liason Tony Kennedy

Larry Wagner - Project Manager, Lochner via Zoom, Thomas Powers, Aviation Project Manager, MoDOT via Zoom

Lance Garrett, Contractor, Steve Kearney, On Site Superintendent, Rich Kramer Construction via Zoom

3. OLD BUSINESS

3.1. Approval Of Minutes-Aurora Municipal Airport Regular Session Minutes 07-08-2020

Chairman Farless made a motion to approve the minutes from the Aurora Municipal Airport regular session meeting dated 07-08-2020. Board Member Holder seconded the motion. Motion passed with votes documented as follows:

Chairman Farless - Aye

Board Member Holder - Aye

Board Member Werner - Aye

Board Member Francisco - Absent

4. NEW BUSINESS

Larry Wagner - Project Manager with Lochner went over the Pre-construction Agenda with all in attendance,

covering each item in detail. Pre-construction meeting agenda and minutes taken by Mr. Wagner are attached. Some key points and questions were discussed among the Board Members and the Project Personnel. Some of the points discussed were the execution of the contracts. Lance Garrett with Rich Kramer Construction has the signed contracts in his possession. The Notice-To-Proceed Date (NTP) was pushed back 3 weeks from 06-26-2023 to 07-17-2023. Assistant City Manager Howlett said that she would touch base with FBO (Fixed Base Operator) Justin Richmond to make sure there are no issues with the later start date. Notice to Airman (NOTAMs) will be by FBO - Justin Richmond. The only NOTAM that is going to be put out is the closure of the taxi lane back behind where they will be working on the Hangar.

This should have no affect on the Airport or runway. The condition of the existing roads and any adjacent areas that will be used for the Contractor access road should be documented with videotape and pictures prior to beginning construction. Both parties, the City of Aurora and the Inspector/Contractor should be present for this. There is one submittal that was discussed concerning metal for the garage doors for a storage area. Airplanes cannot fit into this area, it's basically a storage area for the Airport to use. The specs require the outside and inside metal (steel) thickness to be 20 gauge. Lance Garrett is providing a door that is 20 gauge thickness on the outside and 27 gauge on the inside. It was requested that the submittal be reviewed. Mr. Wagner talked to his design team, they have no concerns and they feel that would be sufficient for the garage door. All Board members, Tony Kennedy, Council Liason and Assistant City Manager Howlett agreed that there would not be any issues using this door. Barricades are to be put up on the day that the project starts, not a week before as requested by Lance Garrett. There will not be anybody there to watch the barricades a week prior to the beginning of construction. Assistant City Manager Howlett discussed setting up a meeting between FBO Richmond, City Manager Jon Holmes and the Airport Board to meet at the Airport with the Inspector prior to project beginning.

5. BOARD MEMBER OPEN DISCUSSION

Board Member Holder asked if there was anyone that has been assigned to help FBO Richmond - he brought up that there are multiple lights out, the windsock doesn't have a light and there are exterior lights on the building that are non-operational. Also several runway lights are out. Assistant City Manager Howlett said that conversations have been had regarding the things needing repaired at the Airport, such as the lighting issues. We have been in contact with some companies that can provide equipment to help get up to the heights needed for replacement of lighting. Questions arose regarding tenants for the new Hangars.

They will be completed in three (3) months and we need to have tenants lined up, tenants equals revenue. What are we going to charge for the rental of these hangars? Is there a waiting list of people interested in renting them? Council Liason Kennedy asked about the contract for the Airport (FBO contract) and what it entails regarding operations and management of the airport. He would like to see a copy as he is new to the Airport Board. Assistant City Manager Howlett said she would address these concerns with City Manager, Jon Holmes. She stated that since there was a setback when the initial bid came back higher, City Manager Holmes wanted to pause and make sure that the funding being received through MoDOT was being done properly. Board discussed the current status of the members and discussed the vacant seat that is currently needing filled. Assistant City Manager Howlett would like a copy of the Airport By-Laws sent to herself, City Manager Holmes, Council Liason Kennedy and the Board members. Once the By-Laws and Airport Code are reviewed, it will be more apparent as to who can fill the vacant seat.

6. ADJOURN

Chairman Farless made a motion to adjourn at 7:13 pm. Board Member Werner seconded the motion. Motion passed with the votes documented as follows:

Chairman Farless - Aye

Board Member Holder - Aye

Board Member Werner - Aye

Board Member Francisco - Absent

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