

**CITY OF ABILENE AIRPORT ADVISORY BOARD
MEETING AGENDA
ABILENE PUBLIC LIBRARY, 209 NW FOURTH STREET
MARCH 2, 2026 - 4:00 PM**

Call to Order

Roll Call: Jim Price (Chair), Jim Curtis (ex-officio), Bruce Youtsey, Jeremy Gorman, James Ferguson, Rebecca Perkins

Approval of Agenda

Approval of the Meeting Minutes

1. Meeting Minutes - February 2, 2026

Business

1. Financial Report - February 2026
2. Hangar Discussion/Updates
3. Elect Officers for the board
4. Fly-in or Pancake Feed Discussion

Schedule Next Meeting: April 6, 2026

Adjournment

**CITY OF ABILENE
AIRPORT ADVISORY BOARD
MEETING MINUTES**

**February 2, 2026, at 4:00 p.m.
Abilene Public Library
209 NW 4th St. Abilene, KS 67410**

Members Present: Jim Price (Chair), Jeremy Gorman (Member), Bruce Youtsey (Member), James Ferguson (Member)

Members Absent: Jim Curtis (ex-officio, Airport Manager), Rebecca Perkins (Member)

Others Present: None

Staff Present: Finance Director Kelsey Briand

Call to Order

The meeting was called to order at 4:03 pm by Chair, Jim Price.

Approval of Agenda

Jeremy Gorman moved to approve the agenda, seconded by Bruce Youtsey. Motion carried unanimously 3-0.

Approval of the Meeting Minutes – January 5, 2026

Bruce Youtsey moved to approve the minutes as written, seconded by Jeremy Gorman. Motion carried unanimously 4-0.

Business

Financial Report – January

The board discussed the financial statement for January provided by staff. Questions regarding certain purchases and whether they were monthly, annual, or one-time purchases. Staff will add an additional note to each purchase line notating this moving forward. The internet costs at the Airport were discussed in length. Staff relayed feedback from the previous questions the board had regarding the following: Insurance Proceeds - There is no formal policy or memorandum noting a separate fund would be created for the insurance proceeds. \$60k of tree removal not directly required by the FAA – The city manager at the time made this decision and cannot be reversed. City staff are still working through the legalities of the water well/lease agreement. Staff will report back when a definitive answer has been received.

Airport Improvement Plan

Airport Improvement Plan was submitted to the FAA on January 21, 2026. The board requested a copy of what was submitted. Staff will send this out.

Hangar Discussion/Updates

The board discussed the hangars. Staff informed the board that once 90% design plan was received from Olsson and will be presented to the City Commission on February 9, 2026. Board members are encouraged to attend if they would like. The current plan is to put out for bids in Spring 2026.

Election of Officers:

This item is tabled until the next meeting, to allow more board members to be present.

Adjournment

Bruce Youtsey made a motion to adjourn, seconded by Jeremy Gorman. Motion carried unanimously 4-0.

Minutes Approved,

Attest:

Airport Advisory Board

Kelsey Briand
Finance Director

DRAFT



Abilene, KS

Income Statement Account Summary

For Fiscal: 2026 Period Ending: 02/28/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 005 - AIRPORT FUND						
Revenue						
<u>005-430020</u>	DELINQUENT PROPERTY TAX	33.00	33.00	0.00	56.29	-23.29
<u>005-430600</u>	AIRPORT LEASE	2,784.00	2,784.00	1,939.60	2,099.60	684.40
<u>005-430620</u>	INTEREST INCOME	142.00	142.00	0.00	0.00	142.00
<u>005-430793</u>	FAA	595,053.00	595,053.00	5,121.00	5,121.00	589,932.00
<u>005-440020</u>	CASH CARRYOVER	41,716.00	41,716.00	0.00	0.00	41,716.00
<u>005-450010</u>	KDOT FUNDS	233,481.00	233,481.00	98,154.00	98,154.00	135,327.00
	Revenue Total:	873,209.00	873,209.00	105,214.60	105,430.89	767,778.11
Expense						
<u>005-000-520140</u>	ENGINEERING	0.00	0.00	54,361.00	54,361.00	-54,361.00
<u>005-000-520141</u>	AWOS	5,000.00	5,000.00	0.00	91.15	4,908.85
<u>005-000-520270</u>	TRAINING	500.00	500.00	0.00	0.00	500.00
<u>005-000-520410</u>	INSURANCE	1,125.00	1,125.00	0.00	0.00	1,125.00
<u>005-000-520510</u>	ELECTRIC SERVICE	7,500.00	7,500.00	722.84	722.84	6,777.16
<u>005-000-520520</u>	TELEPHONE / INTERNET	6,000.00	6,000.00	484.83	849.31	5,150.69
<u>005-000-520600</u>	VEHICLE EXPENSES	1,000.00	1,000.00	0.00	0.00	1,000.00
<u>005-000-520610</u>	BUILDING MAINTENANCE	6,500.00	6,500.00	1,478.00	1,478.00	5,022.00
<u>005-000-520620</u>	EQUIPMENT REPAIR & MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00
<u>005-000-520642</u>	RUNWAY REPAIRS & MAINTENANCE	7,500.00	7,500.00	1,400.00	1,400.00	6,100.00
<u>005-000-520690</u>	FIRE EXTINGUISHER REFILLS	250.00	250.00	0.00	0.00	250.00
<u>005-000-520700</u>	RENT/CONTRACTS/AGREEMENTS	2,500.00	2,500.00	0.00	269.40	2,230.60
<u>005-000-520910</u>	DUES/SUBSCRIPTIONS/PUBLICATIONS	300.00	300.00	0.00	0.00	300.00
<u>005-000-521010</u>	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00
<u>005-000-521060</u>	GASOLINE/OIL/LUBRICANTS	500.00	500.00	0.00	0.00	500.00
<u>005-000-530260</u>	SPECIAL PROJECTS	595,053.00	595,053.00	0.00	0.00	595,053.00
<u>005-000-530261</u>	AIRPORT IMPROVEMENTS	233,481.00	233,481.00	0.00	0.00	233,481.00
<u>005-000-783100</u>	TRANSFER TO EQUIPMENT RESERVE	2,000.00	2,000.00	0.00	0.00	2,000.00
	Expense Total:	873,209.00	873,209.00	58,446.67	59,171.70	814,037.30
	Fund: 005 - AIRPORT FUND Surplus (Deficit):	0.00	0.00	46,767.93	46,259.19	
	Total Surplus (Deficit):	0.00	0.00	46,767.93	46,259.19	

	Expense Frequency	
Revenues for February		
Airport Lease		\$1,939.60
FAA Drawdown		\$5,121.00
KDOT Reimbursement		\$98,154.00
Revenue Total		\$105,214.60
Expenditures for February		
Olsson Airport Hangar Design Engineering	One-time	\$17,220.00
Olsson Airport Hangar Design Engineering	One-time	\$15,055.00
Olsson Airport Hangar Design Engineering	One-time	\$16,395.00
Olsson Airport Displaced Threshold AGIS As-Built Survey	One-time	\$5,691.00
Evergy	Monthly	\$722.84
Vyve	Monthly	\$364.48
AT&T - Internet for AWOS computer	Monthly	\$104.25
Straighttalk - AWOS hotspot	Monthly	\$16.10
Unifirst - Janitorial Supplies	Monthly	\$42.34
CED Rensenhouse - Beacon Control Switch	One-time	\$1,435.66
Grant Township - Snow Removal @ Airport	One-time	\$1,400.00
Expense Total:		\$58,446.67