

**MINUTES
SPECIAL AIRPORT COMMISSION MEETING**

APRIL 25, 2016

Chairperson, Bob McDaniel called the meeting to order at 4:00 p.m. Commission members present were Steve Whitcomb, Aaron Kranz, Donovan Mayer, and Matt Larson (4:30 p.m.) Advisory member Ron Mergen, Public Works Director was present. Renee Eckerly, City Administrator was also present.

Motion was made by Mayer to approve the minutes from the January 25, 2016 Airport Commission meeting. Seconded by Kranz and unanimously carried.

2016 PROJECTS

Members were briefed on the land acquisition for the future hanger sites and the Council's decision not to pursue the Meagher property and instead utilize airport property and purchase 1.22 acres of City land adjacent to the airport. It was reported that the City is conducting an appraisal on the property which is a requirement of the FAA in order to utilize federal dollars. Members acknowledged this as a good use of property and funding.

CRACK SEALING PROJECT

The Airport CIP has identified a crack sealing project for this year at an estimated cost of \$90,000.00. Members all concurred that the City needs to keep the bituminous in good repair. The engineering for the project is not to exceed \$17,500.00. Funding will be 90% federal, 5% state, and 5% local.

Motion was made by Whitcomb to authorize Bolton & Menk to prepare the Plans & Specifications and advertise for bids and recommend such to the City Council. Seconded by Mayer and unanimously carried.

2016 FLY IN

Kranz reported on the following:

- The event will be Friday afternoon/evening Saturday, June 10th and 11th
- Bus service will pick up and transport pilots to and from the airport, golf course, Legion, Ron & Judy's, Queen Bees, and downtown area, at an estimated cost of \$250.00
- Breakfast to be catered and served by Queen Bees Bar & Grill with 3.00 per plate being donated to the Friends of the Airport.
- Chamber will take over the Fly In
- Craig Schiller will compose the flyer and send it out to 5,500 pilots at an estimated cost \$150.00
- An article will be in the MN Flyer magazine
- Working on plane rides as an attraction
- Under-wing camping for pilots
- A block of rooms to be reserved at the Paynesville Inn for pilots

Members discussed the Fly In planning. There was some discussion on serving alcohol, which will not happen this year, but may be proposed for future events. It was also noted that the Commission may need a special meeting to plan details for the Fly In event. Members will be notified if a special meeting is necessary.

Motion was made by Whitcomb to authorize the Fly In with expenditures to Schiller and for the bus service and recommend such to the City Council. Seconded by Mayer and unanimously carried.

There being no further business, the meeting was adjourned at 4:40 p.m.