

**AIRPORT COMMISSION
CITY HALL COUNCIL CHAMBERS
JULY 27, 2011
5:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
- IV. OLD BUSINESS
 - A. 2011 Fly-In & Friends of the Airport (page 4)
 - B. Slurry Seal – Chuck will give an update
 - C. Through The Fence – (page 7)
- V. INFORMATIONAL
- VI. ADJOURN

Please contact Ron Mergen at 320-243-3714 ext. 230 or at ron@paynesvillemn.com if you can't attend the meeting.

**Members: Larry Bollman, Gene Beavers, Phil Bailey, Steve Brown & Bert Stanley.
Advisory Members: Ron Mergen, Renee Eckerly, and Chuck DeWolf.**

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Airport Commission. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Airport Commission meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall 320-243-3714 early so that necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: July 27, 2011

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

The minutes from the June 22, 2011 Airport Commission meeting will be available at the meeting for review.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve minutes from the June 22, 2011 Airport Commission meeting.

1
NO pages
2 or 3

2011 Paynesville Municipal Airport Fly-In Breakfast**Task List**

	TASK	RESPONSIBLE PARTY	CONFIRMED
1.	FAA Waiver Application	N/A	
2.	Confirm dates with Performers	Ron	Complete
3.	– Re: Price/Caterer/Menu, etc.	Friends of Airport	Complete
4.	Send invitations to Fire Department & Ambulance asking for volunteers	Bert	
5.	Arrange for portable restrooms	Ron	Complete
6.	Prepare complimentary breakfast tickets for pilots	City Hall Staff	Complete
7.	Trash receptacles – Contact West Central Sanitation, Jeff Bertram	Ron	Complete
8.	Registration table - table and chairs	Friends of Airport	
9.	Notify Press – Photo opportunity	Bert	
10.	Water & Pop	Friends of Airport	
11.	Create necessary signage		
12.	Direct traffic/parking of vehicles	Signage	
13.	Confirm Pilots/Commentator	Bert	
14.	Microphone & sound system with CD player	Check with Walter	
15.	Weather Watcher		
16.	Tape off restricted areas – showlines & parking	Volunteers	
17.	Send flyer to all municipal airports	City staff	Complete
18.	Contact Fly Service Station to Close and Open Airport during shows – (800) 642-6505	N/A	
19.	Coordinate ground radio	Steve Brown	
20.	Coordinate with all hanger tenants (1-5) on the south side to empty hangers for use on that day	Bert	
21.	Thank You's	Ron	
22.	Contact Mike Noll-Army Chopper	Bert	Complete
23.	Contact Life Link	Bert	Complete
24.	Plane Counter	Steve Brown	
25.	Contact Vendors-Jerry's Flying		Complete

07/19/11

	Service, Waterless Plane Wash, Aviation Art Museum Loren Pearson – Paynesville Radio Control Airplane Club		
26	Confirm pilots insurance policies – late July	N/A	
27.	Vendors Location & Set up	Volunteers	
28.	Golf Carts & Drivers	Larry	
29.	Make Poster/Flyer	City Staff	Complete
30.	Advertising St. Cloud Radio Stations Alexandria TV Station	Bert	
32.			

Fly In—Drive In 8th Annual Breakfast

Paynesville
Municipal Airport
Sunday,
August 14, 2011
7:30 a.m.—1:00 p.m.

Unicom#122.9

Sponsored by: Friends of the Airport

Public Welcome!

- Food
- Fun
- Entertainment
- Vendors

Watch as three T-6 Thunder planes roar in. They bring a sense of history and patriotism with them!



ON DISPLAY:

- Blackhawk Helicopter
- UND Aviation Department
- Remote Control Airplane Club

ALSO ON DISPLAY

With the exception of an emergency:

- Lifelink Helicopter
- State Highway Patrol Helicopter

Mobile Flight Simulator

Fly and land your own plane with a virtual flight attendant by your side.

Simulator fee:

\$10.00 for 10 minutes

Ages 14-18 free.



New Menu

Pancakes & Sausage
Milk, Coffee and Juice

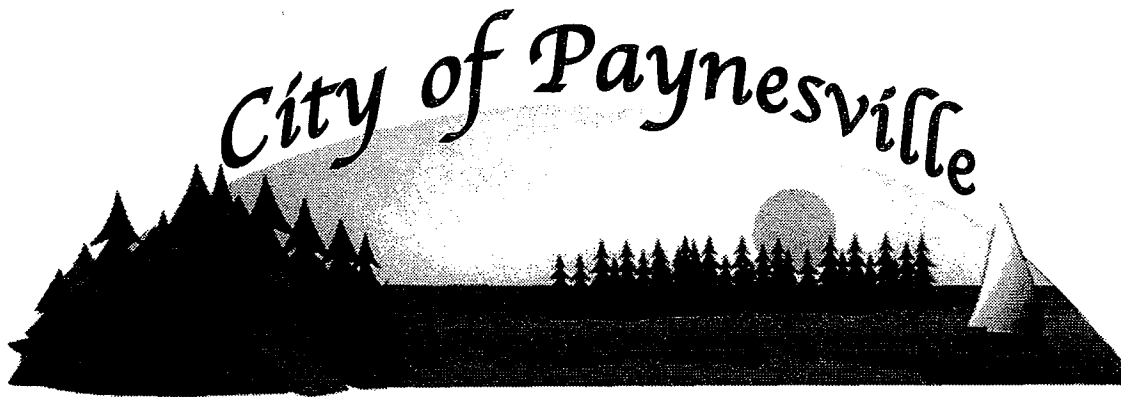
Tickets: Adults \$6.00

Children(4-7) \$4.00

Children 3 and under eat free

Tickets available from any
Friends of the Airport member
or at City Hall.

Pilots In Command eat free.



July 13, 2011

A Lifetime Opportunity

Mr. Andy Peek, P.E.
Program Manager
Minneapolis Airports District Office, MSP-ADO-600
6020 28th Avenue, South, Room 102
Minneapolis, Minnesota 55450

RE: Paynesville Municipal Airport (PEX)
Paynesville, MN

Dear Mr. Peek:

We are in receipt of the letter from the Federal Aviation Administration (FAA) regarding the Residential Through The Fence (RTTF) access to federally obligated airports in the Federal Register. As you are aware, the City of Paynesville submitted a letter of request to the FAA and MnDOT Aeronautics requesting approval of a RTTF access a couple of years ago. Since that point, the City received a response letter on May 5, 2010 indicating that if the City of Paynesville desires to take steps to establish a residential "through the fence" access, the FAA may initiate a compliance investigation which could result in a finding of noncompliance and loss of grant eligibility.

The City of Paynesville intends to establish a RTTF at the airport since a request was submitted in the past. The City of Paynesville would establish a RTTF operation in full compliance with current FAA rules, regulations, and grant assurances. The location of the proposed RTTF access will be determined at a future time.

In order to comply with the interim policy on RTTF access arrangements, the City of Paynesville intends to develop an acceptable RTTF access plan, including rates and charges, that protects the grant assurances for the Paynesville Municipal Airport. We request continued FAA guidance as we develop an RTTF access plan.

If you have any questions or concerns prior to the City of Paynesville developing a draft RTTF access plan, please feel free to contact us.

Sincerely,

Jeff Thompson,
Mayor, City of Paynesville

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U.S. Department of Transportation
Federal Aviation Administration
Airport Improvement Program
SPONSOR CERTIFICATION
RESIDENTIAL THROUGH-THE-FENCE ACCESS

City of Paynesville
(Sponsor)

Paynesville Municipal Airport
(Airport)

Title 49, United States Code, Section 47105(d), authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on Residential Through-the-Fence (RTTF) access are in the FAA's Interim Policy (76 Fed. Reg. 15028; March 18, 2011) and further explained in the FAA's Compliance Guidance Letter 2011-1, FAA Implementation of Interim Policy Regarding Access to Airports From Residential Property and Review of Access Arrangements (March 21, 2011). The AIP project grant agreement contains a specific assurance on RTTF and may contain a special condition regarding the status of RTTF at this airport.

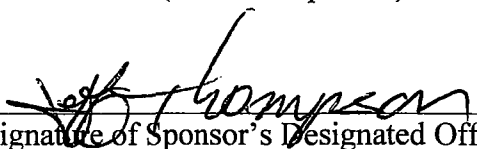
Except for the certified items below marked not applicable (N/A), the list describes the current status of RTTF at this airport. This certification does not relieve the sponsor from fully complying with all applicable statutory and administrative standards.

	Yes	No
1. This airport has one or more Residential Through-The-Fence access points as defined in the FAA's Interim Policy (76 Fed. Reg. 15028; March 18, 2011).	X	
2. This airport will submit an RTTF access plan in accordance with the Interim Policy prior to requesting its first AIP grant after Fiscal Year 2012.	X	

I certify the responses to the forgoing items are accurate as marked and further certify to the best of my information and belief that all required RTTF submissions will be correct and complete.

City of Paynesville
(Name of Sponsor)

July 14, 2011
(Date)


(Signature of Sponsor's Designated Official Representative)

Jeff Thompson
(Typed Name of Sponsor's Designated Official Representative)

Mayor
(Typed Title of Sponsor's Designated Official Representative)

