

**SPECIAL AIRPORT COMMISSION  
CITY HALL COUNCIL CHAMBERS  
NOVEMBER 24, 2014  
5:00 P.M.**

**AGENDA**

- I. CALL TO ORDER
- II. CONSENT AGENDA
  - A. Minutes (page 1)
- III. NEW BUSINESS
- IV. OLD BUSINESS
  - A. CIP (page 3)
  - B. Review 2014 Fly In
  - C. Beacon Update
  - D. New Member
  - E. Zoning Update
- V. INFORMATIONAL
- VI. ADJOURN

**Please contact Ron Mergen at 320-243-3714 ext. 230 or at [ron@paynesvillemn.com](mailto:ron@paynesvillemn.com) if you can't attend the meeting.**

**Members: Bob McDaniel, VACANCY, Gene Beavers, Matt Larson, and Steve Brown.  
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: November 24, 2014

Agenda Section: Consent

Originating Department:

Item Number: II - A

**ITEM DESCRIPTION:** Minutes

Prepared by: Staff

**COMMENTS:**

Please review the minutes from the July 28, 2014 Airport Commission meeting.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve minutes from July 28, 2014 Airport Commission meeting.

**MINUTES  
AIRPORT COMMISSION MEETING**

**JULY 28, 2014**

Steve Brown called the meeting to order at 5:00 p.m. Other Commission members present were Bob McDaniel and Gene Beavers. Matt Larson was absent. Advisory members present were Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc.

**Motion was made by McDaniel to approve the minutes from the May 28, 2014 and June 4, 2014 Airport Commission meetings. Seconded by Beavers and unanimously carried.**

**ALP (AIRPORT LAYOUT PLAN)**

DeWolf reviewed the Plan with Commission members highlighting future improvements:

- Paved taxi lane
- Ultimate runway length of 4,450'
- Additional land for future hangars
- Area for a future FBO
- Area for private hangars
- Cross wind runway and Zoning

**CIP**

Members reviewed the current CIP noting the fuel system is complete and the zoning and airport beacon are in progress. Members then suggested the following:

1. 2016 - land acquisition
2. 2015 - environmental assessment for the taxi way
3. 2019 - new Tee Hangar

The changes will be made and put back on the next meeting agenda.

**2014 FLY IN**

Members reviewed the Fly In task sheet and flyer. It was noted that a 1946 Air Coup will be flying in. The Commission also discussed having the following:

- Bouncy house for kids
- Free iPad drawing for Pilots in Command
- LifeLink Helicopter
- Flight Rendition for the pilot furthest from Paynesville
- RC Airplane Club
- Golf cart rides from the parking area
- Breakfast by Beats U Cooking

There being no further business, the meeting was adjourned at 6:00 p.m.

Prepared by Bolton & Menk, Inc.

Updated: 10/20/2014

With MnDOT & FAA Comments

(PEX) - Paynesville Municipal Airport		5-YEAR AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP) FINAL										Federal Entitlement Balance FY 2015: \$432,419		
**ALL COSTS BASED ON ESTIMATES USING 2011 PRICES														
State FY	Fed FY	Description	Funding Participation FAA %	State %	Local %	Project Cost	Federal Entitlement Funding	Other Federal Funding	State Funding	Local Funding	Other Programs	Local Project Priority	Project Bid Date	Federal Entitlement Balance
2016	2015	Environmental Assessment for Parallel Taxiway, Land Acquisition and T-Hangar	90%	5%	5%	\$ 125,400	\$ 112,860	\$ -	\$ 6,270	\$ 6,270	\$ -	1	5/15/2015	\$319,559
<b>FY 2016 Entitlement Balance \$469,559</b>														
2017	2016	Acquire Land for Hangar Area and Exhibit A Update (Parcels 12, 13)	90%	5%	5%	\$ 140,000	\$ 126,000	\$ -	\$ 7,000	\$ 7,000	\$ -	1	5/15/2016	\$343,559
<b>FY 2017 Entitlement Balance \$493,559</b>														
2018	2017	Construct Parallel Taxiway - Phase I (Grading)	90%	0%	10%	\$ 890,000	\$ 493,559	\$ 307,441	\$ -	\$ 89,000	\$ -	1	5/15/2017	\$0
<b>FY 2018 Entitlement Balance \$150,000</b>														
2019	2018	Construction Parallel Taxiway - Phase II (Paving)	90%	0%	10%	\$ 563,000	\$ 150,000	\$ 356,700	\$ -	\$ 56,300	\$ -	1	5/15/2018	\$0
2019	2018	Rehabilitate Runway 11/29 Pavement (Mill & Overlay)	90%	0%	10%	\$ 720,000	\$ -	\$ 648,000	\$ -	\$ 72,000	\$ -	1	5/15/2018	\$0
2019	2018	Rehabilitate Taxiway and Apron Pavement (Mill & Overlay)	90%	0%	10%	\$ 280,000	\$ -	\$ 252,000	\$ -	\$ 28,000	\$ -	2	5/15/2018	\$0
2019	2018	Rehabilitate Taxiway (Mill & Overlay) - Eligible	90%	0%	10%	\$ 120,000	\$ -	\$ 108,000	\$ -	\$ 12,000	\$ -	3	5/15/2018	\$0
2019	2018	Rehabilitate Taxiway (Mill & Overlay) - nonEligible	0%	70%	30%	\$ 80,000	\$ -	\$ -	\$ 56,000	\$ 24,000	\$ -	4	5/15/2018	\$0
<b>FY 2019 Entitlement Balance \$150,000</b>														
2020	2019	Construct T-Hangar Site, Taxiways	0%	50%	50%	\$ 448,000	\$ -	\$ -	\$ 224,000	\$ 224,000	\$ -	1	7/15/2019	\$150,000
<b>FY 2020 Entitlement Balance \$300,000</b>														
2021	2020	Construct 8-Unit T-Hangar Building	0%	80%	20%	\$ 977,000	\$ -	\$ -	\$ -	\$ 195,400	\$ 781,600	1	7/15/2020	\$300,000
<b>FY 2021 Entitlement Balance \$300,000</b>														
<b>Summary for Airport = Paynesville Municipal Airport</b>						<b>TOTAL:</b>	<b>\$ 4,343,400</b>	<b>\$ 882,419</b>	<b>\$ 1,672,141</b>	<b>\$ 293,270</b>	<b>\$ 713,970</b>	<b>\$ 781,600</b>		

State Apportionment Funding

State Apportionment Funding  
Project completed in conjunction with Runway Rehap  
Federal Discretionary

Federal Discretionary

Federal Discretionary

Hangar Loan

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