

**AIRPORT COMMISSION
CITY HALL COUNCIL CHAMBERS
OCTOBER 24, 2016
5:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. Fuel Price Policy & Hangar Rent Policy (page 3) – Review and recommend changes – Not been reviewed or increased since 2012
- IV. OLD BUSINESS
 - A. Airport CIP (page 11)
- 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: Bob McDaniel, Steve Whitcomb, Donovan Mayer, Matt Larson, and Aaron Kranz.
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: October 24, 2016

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the April 25, 2016 and May 23, 2016 Special Airport Commission meetings.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve minutes from the April 25, 2016 and May 23, 2016 Special Airport Commission meetings.

**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

21

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.

**MINUTES
SPECIAL AIRPORT COMMISSION MEETING**

MAY 23, 2016

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

FLY IN

Members were updated on the Fly In:

- The breakfast will be catered by Queen Bee's
- Tickets are \$7.50 in advance, \$8.00 at the door, children 6-10 \$5.00, under 5 free
- Menu - sausage, scrambled eggs, fritter bread, juice & coffee
- \$2.50 per plate will go to the Friends of the Airport
- Queen Bee's will provide 40 to 60 tables & chairs for seating in hangars 1 & 2
- Kranz will set up a tent as a center point for pilots to come to
- Parking attendants – possibly the Paynesville Lutheran Church Confirmation Class
- Golf carts
- Trash - West Central Sanitation
- Presale tickets were printed and distributed to members; they are asked to sell them and are also available at Queen Bee's, Ron & Judy's, Fire House Coffee, and Flagpole Country
- Flyers - there was some discussion on where and when to post them
- Radio ads - it was noted we can get free radio ads just prior to the event; radio ads will not be purchased
- The RC Club will be in hangar 5
- Friday afternoon and evening, the shuttle will run every hour to the Golf Course, Legion, Ron & Judy's, Queen Bee's, and the downtown area from 3 p.m. to midnight
- Underwing camping
- The Saturday breakfast will run from 8 a.m. to 11 a.m. and trophies will be awarded for the best vintage, home built/experimental, and certified war bird
- Airplane rides - Troy Caldwell will give rides and have a donation box
- Insurance - it was noted the City's insurance does not cover the events and the cost will be \$950.00. It was questioned if the City would cover this expense. Mergen noted the cost is not budgeted for, but we can ask the Council

Motion was made by Whitcomb to recommend the City cover the \$950.00 insurance premium for the Airport Fly In and recommend such to the City Council. Seconded by Mayer and unanimously carried.

- Helicopter rides - it was noted the cost to bring in a chopper is \$700.00 plus \$45.00 per ride. Members discussed if the Commission should pursue the helicopter. It was noted that if the Council pays the cost of the insurance premium, the Friends of the Airport will have money for the helicopter. If the Friends of the Airport need to cover the cost of insurance then there would not be funds to have the helicopter.

There being no further business, the meeting was adjourned at 5:15 p.m.

23

Pay Estimate No. 2 – Chuck DeWolf will give a verbal report. Please review the attached Payment Estimate No. 2 in the amount of \$26,125.00; payable to Electrical Systems, Inc. for work completed through October 31, 2012.

Motion was made by Beavers to approve increase the fuel price policy by \$.05 to equal \$.36 over cost. Seconded by Soine and unanimously carried.

Motion was made by Soine to increase the rental rate of the South side hangars to \$120.00 per month and leave the North side hangars at \$100.00 per month. Seconded by Zimmerman and unanimously carried.

Motion was made by Bertram to approve the Engineering Proposal from Bolton & Menk, Inc. in the amount of \$36,000.00 to update the Airport Zoning and agreement for such. Seconded by Beavers and unanimously carried.

Motion was made by Beavers to approve Payment Estimate No. 2 in the amount of \$26,125.00; payable to Electrical Systems, Inc. Seconded by Soine and unanimously carried.

Mergen noted that the PAPIES & RAILES are being worked on and a load of fuel was purchased for \$.50 less a gallon than last time.

GOALS & OBJECTIVES MEETING

At the October 10, 2012 City Council Meeting a motion was made to set the Goals & Objectives meeting for November 13; however, all Council members could not attend so the meeting was cancelled.

Minutes from the October 10, 2012 City Council Meeting: It has been suggested to set the next Goals & Objectives/Special City Council Meeting for one of the following dates:

Wednesday	October 17, 2012	6:00 p.m.	Monday	October 22, 2012	6:00 p.m.
Monday	October 29, 2012	6:00 p.m.	Tuesday	October 30, 2012	6:00 p.m.
Thursday,	November 1, 2012	6:00 p.m.	Tuesday	November 13, 2012	6:00 p.m.
Thursday	November 15, 2012	6:00 p.m.			

Motion was made by Bertram to set the Goals & Objectives/Special City Council Meeting for November 13, 2012 at 6:00 p.m. Seconded by Soine and unanimously carried.

Proposed new dates include:

Wednesday, December 5, 2012 at 6:00 p.m.
Thursday, December 6, 2012 at 6:00 p.m.
Tuesday, December 11, 2012 at 6:00 p.m.

It was stated that there is no point in setting one now. In January a new Council takes over and December is already a busy month. No action was taken and date in January or February will be set.

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: JULY 31ST, 2016

100-GENERAL FUND

	2013	2014	2015	(----- 2016 -----)	(----- 2017 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
RENT								
100-4-3411-0660 RENTAL OF BUILDINGS	1,900	1,400	1,500	1,000	1,225	1,000	0	0.00
100-4-3411-0760 RENTAL OF GAZEBO PARK	325	400	125	200	150	200	0	0.00
100-4-3411-0770 RENTAL OF VETERANS PARK	2,407	1,600	2,700	2,000	1,500	2,000	0	0.00
100-4-3411-0780 DAMAGE DEPOSIT	1,000	850	1,350	1,000	750	1,000	0	0.00
100-4-3411-2150 SALES TAX	160	138	187	150	115	150	0	0.00
TOTAL RENT	5,792	4,388	5,862	4,350	3,740	4,350	0	0.00
FILING FEES								
100-4-3511-0470 ELECTION FILING FEES	0	12	0	10	0	10	0	0.00
100-4-3511-4073 REFUNDS/REIMBURSEMENTS	0	1,885	0	0	0	0	0	0.00
TOTAL FILING FEES	0	1,897	0	10	0	10	0	0.00
PUBLIC SAFETY								
100-4-3522-1021 POLICE PROTECTION	0	0	5,000	10,000	5,000	10,000	0	0.00
100-4-3522-1031 POLICE DEPT TRAINING REIMB	1,025	1,287	2,166	1,500	0	1,500	0	0.00
100-4-3522-1032 ANIMAL IMPOUND	179	69	338	200	14	200	0	0.00
100-4-3522-1033 FINGERPRINTING FEES	540	405	425	300	375	300	0	0.00
100-4-3522-1050 MISC INCOME TO POLICE DEPT.	310	1,078	249	400	1,072	400	0	0.00
100-4-3522-1051 POLICE DEPT DONATIONS	0	0	2,244	0	0	0	0	0.00
100-4-3522-1052 NATIONAL NIGHT OUT DONATIONS	0	0	0	1,000	0	1,000	0	0.00
100-4-3522-1091 POLICEMEN'S STATE AID	20,509	29,195	31,902	31,000	0	31,000	0	0.00
100-4-3522-1112 PD BUY BACK SICK LEAVE THRU WC	0	0	0	0	0	0	0	0.00
100-4-3522-1170 GRANT MONIES	6,804	23,613	11,587	10,000	3,936	10,000	0	0.00
100-4-3522-2000 FIRE RUNS	11,245	680	400	1,000	0	1,000	0	0.00
100-4-3522-2031 FIRE DEPT REIMB	4,572	4,988	3,050	5,000	2,188	5,000	0	0.00
100-4-3522-2040 DESIGNATED DONATIONS TO FIRE	0	0	0	0	0	0	0	0.00
100-4-3522-2050 MISC INCOME TO FIRE DEPT.	50	0	0	0	0	0	0	0.00
100-4-3522-2070 FIRE CONTRACTS	81,397	82,519	70,864	81,000	64,703	81,000	0	0.00
100-4-3522-2090 FIREMEN'S RELIEF, STATE AID	36,148	36,938	39,489	34,000	1,000	34,000	0	0.00
100-4-3522-2091 FD RELIEF SHARE OF CONTRIB	1,555	572	0	0	0	0	0	0.00
100-4-3522-2120 RESCUE RUNS	1,295	2,750	1,100	1,050	700	1,050	0	0.00
100-4-3522-2170 GRANT MONIES	1,672	0	0	0	0	0	0	0.00
100-4-3522-3050 AMBULANCE GARAGE RENT	0	0	7,250	8,700	5,800	8,700	0	0.00
100-4-3522-4073 REFUNDS/REIMBURSEMENTS	0	0	0	0	1,500	0	0	0.00
100-4-3522-4075 CODE RED REIMBURSEMENT	0	0	2,050	2,000	2,933	2,000	0	0.00
TOTAL PUBLIC SAFETY	167,303	184,093	178,114	187,150	89,221	187,150	0	0.00
AIRPORT								
100-4-3591-0700 CITY HANGAR RENTAL	24,340	28,740	26,030	27,500	21,430	27,500	0	0.00
100-4-3591-0710 RENTAL OF LAND-HANGARS	3,130	2,470	2,370	2,500	1,250	2,500	0	0.00
100-4-3591-0720 RENTAL OF LAND-FARM	17,359	20,652	23,983	25,000	18,534	25,000	0	0.00
100-4-3591-0730 RENTAL-POLE STORAGE	1,250	0	0	0	0	0	0	0.00
100-4-3591-0740 STATE O & M REIMB (GRANT)	13,795	15,175	20,400	20,400	20,400	20,400	0	0.00
100-4-3591-0750 AVIATION FUEL RECEIPTS	72,421	45,609	46,367	43,700	27,240	43,700	0	0.00
100-4-3591-4040 DONATIONS	0	0	0	0	100	0	0	0.00
100-4-3591-4050 OTHER MISCELLANEOUS INCOME	1,046	10,912	0	0	0	0	0	0.00
TOTAL AIRPORT	133,342	123,557	119,150	119,100	88,954	119,100	0	0.00

M

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: JULY 31ST, 2016

100-GENERAL FUND
 AIRPORT

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016		2017		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
100-5-4880-1000 SALARIES	15,792	17,615	16,239	17,925	6,815	17,925	0	0.00
100-5-4880-1060 FICA WITHHOLDINGS	998	1,054	956	1,111	429	1,111	0	0.00
100-5-4880-1070 PERA WITHHOLDINGS	1,168	1,271	1,211	1,344	552	1,344	0	0.00
100-5-4880-1080 MEDICARE WITHHOLDINGS	233	247	223	260	100	260	0	0.00
100-5-4880-1090 HEALTH INSURANCE	2,741	2,501	3,836	3,419	1,998	3,419	0	0.00
100-5-4880-1180 ENGINEERING	450	170	1,440	1,000	0	1,000	0	0.00
100-5-4880-1300 PROFESSIONAL SERVICES (LEGAL)	98	172	43	300	194	300	0	0.00
100-5-4880-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	65	0	0	0	0	0.00
100-5-4880-2000 POSTAGE	40	100	65	200	75	200	0	0.00
100-5-4880-2020 TELEPHONE	949	729	746	950	379	950	0	0.00
100-5-4880-2100 PRINTING & PUBLISHING	0	119	62	100	297	100	0	0.00
100-5-4880-2200 UTILITIES	5,117	6,005	4,030	7,000	2,625	7,000	0	0.00
100-5-4880-2300 TRAVEL & SCHOOLS	0	783	0	800	0	800	0	0.00
100-5-4880-2400 MAINTENANCE & REPAIR OF EQUIP	1,147	9,168	7,485	2,500	2,623	2,500	0	0.00
100-5-4880-2500 MAINTENANCE & REPAIR OF BLDG	1,121	333	715	750	143	750	0	0.00
100-5-4880-2600 MAINTENANCE & REPAIR OF GROUND	15,320	12,754	7,161	13,000	2,414	13,000	0	0.00
100-5-4880-3000 GENERAL/OFFICE SUPPLIES	351	52	319	300	113	300	0	0.00
100-5-4880-3300 MOTOR FUELS & LUBRICANTS	1,185	1,817	817	1,500	0	1,500	0	0.00
100-5-4880-3310 AVIATION FUEL	70,214	54,514	33,209	40,000	18,122	40,000	0	0.00
100-5-4880-3320 CREDIT CARD FEES	1,654	(2,070)	1,006	1,500	588	1,500	0	0.00
100-5-4880-3330 ANNUAL FLY IN	208	0	0	0	950	0	0	0.00
100-5-4880-3830 CUSTODIAN	0	0	0	0	0	0	0	0.00
100-5-4880-4100 INSURANCE AND BONDS	8,811	11,991	6,172	10,772	0	10,772	0	0.00
100-5-4880-4300 SUBSCRIPTIONS & MEMBERSHIPS	164	124	337	250	249	250	0	0.00
100-5-4880-4590 LICENSES & PERMITS	425	877	483	500	452	500	0	0.00
100-5-4880-4600 LICENSES & TAXES	6,359	6,110	6,232	6,500	6,344	6,500	0	0.00
100-5-4880-5200 NEW EQUIPMENT	77	0	0	500	0	500	0	0.00
100-5-4880-5300 EQUIPMENT RENTAL/LEASE	338	437	477	445	225	445	0	0.00
100-5-4880-5400 TF TO CAPITAL IMP	15,000	9,000	15,000	15,000	0	15,000	0	0.00
100-5-4880-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
100-5-4880-8030 DAMAGE DEPOSIT REFUND	100	100	50	0	0	0	0	0.00
TOTAL AIRPORT	150,061	135,971	108,380	127,926	45,695	127,926	0	0.00

5

Airport Survey

09/20/2016

<u>Location</u>	<u>Hanger Rent</u> <i>per month unless noted</i>	<u>Avg Gas Price</u>	<u>Fly-in Breakfast</u>	<u>Fly-in Date</u>
Albert Lea Municipal	\$95.00	\$4.65	Yes - Multiple	
Alexandria Aviation, Inc	\$93 - \$105 (Older T-hangers)	\$4.80 with discount for locals	Yes	Glider contest Region 7 semi-nationals each May, flight breakfast June, & 4 "airport dinners" from May - November; each attended by about 100 people
Alexandria Aviation, Inc	\$147-173 (Newer Twin hangers)			2nd weekend of June
Alexandria Aviation, Inc	\$131 (Newest 10 T hanger)			
Alexandria Aviation, Inc	\$163 (Newest 10 T hanger corner ones which are little larger)			
Canby Municipal Airport - Myers Field	\$90.00	\$3.75	Yes	Third week in June (Fathers Day)
City of Arklin	\$125.00	\$3.64	Yes	We do in July only
City of Brooten	n/a	n/a	No	
City of Buffalo	\$120 - \$200.00 depends on size and structure	\$3.92	Yes	2nd or 3rd Weekend June
City of East Gull Lake	n/a	n/a	No	
City of Fosston	n/a	\$3.75	No	
City of Grygla	n/a	n/a	Yes	Yearly with our city festival which is always the last FULL weekend before Labor Day Weekend
City of Hawley	\$100 - \$105.00	\$3.94	No	
City of Milaca	n/a	\$4.16	Yes	First Sunday of August
City of Mora	\$100.00	\$3.99	Yes	Fly in-usually the 3 rd Saturday in September
City of Orr	\$110 T-hanger, \$300.00 for larger heated hanger	\$4.92 100LL; \$3.15 Jet A		
City of Ortonville	\$80.00 Regular Hanger; \$200.00 Heated Hanger plus electricity per month.	AV \$5.40; Jet A - \$5.30		
City of Owatonna	\$150.00	\$4.24	Yes	Civil Air Patrol sponsors a Fly-in Breakfast annually on the 4 th Sunday of August
City of Paynesville	\$100.00 North T-hangers, \$120.00 South T-hangers	\$3.63	Yes	Second weekend in June
City of Pine River	n/a	n/a	No	
City of Red Lake Falls	\$80.00	n/a	No	
City of Sauk Centre	\$120.00	\$3.99	Yes	Annually the 3 rd Sunday of July
City of Slayton	\$65.00	\$5.10	No	
City of St. James	\$ 65.00 per month or \$ 360.00 for six months T-Hanger	\$3.99	No	
City of St. James	\$90.00 larger hanger or \$ 510.00 for six months.			
City of Wheaton	\$100.00 T-hanger, \$333.33 70x80 bay hanger	n/a	No	
City of Wheaton	\$1,000.00 210' x 70' multi-bay hanger			
City of Winsted	n/a	\$3.89	No	
Cloquet/ Moose Lake Carlton County Airports	\$135.00 - \$150.00 based on \$0.132 per square foot	\$4.49	Yes	annually in March
Ely Municipal Airport	\$100.00 (50 cent discount on fuel)	\$4.75	No	
Eveleth-Virginia Municipal	n/a	n/a	No	
Grand Marais-Cook County Airport	\$150.00	\$4.50	Yes	Occasionally
Houston County Airport	\$210.00-\$300.00 lease for the ground the privately owned hanger sits on	\$4.08	Yes	Last Sunday in June
Little Falls-Morrison County Airport	\$105.00 T-hanger; \$108.00 with Tanis heater	\$3.92	Yes	Once a month during the summer on Thursday evenings
Morris Municipal Airport - Charlie Schmidt Field	\$100-\$75.00 2006 T-hanger, \$60 - \$65.00 1976 T-hanger	\$5.00	No	
Morris Municipal Airport - Charlie Schmidt Field	Heated hanger ranges from \$ 150-175.			
Olivia Regional Airport	\$143.00	\$4.75	Yes	Once a year at the end of July
Range Regional Airport - Hibbing	\$115.00 older T-hanger, \$150.00 for 2010 T-hanger	\$4.30	No	None within the last 5 years
Roseau Municipal Airport - Rudy Billberg Field	\$70 regular T-hanger space; \$80 for corner T-hanger (larger space)	\$3.99	No	
Sleepy Eye Municipal Airport	n/a	n/a	No	
Two Harbors Municipal - Richard B. Helgeson Field	\$130.00 T-hanger	\$3.65	Yes	Beginning of July
Waskish Municipal Airport	n/a	n/a	No	

Renee Eckerly

From: James Hanson <jimhanson73@me.com>
Sent: Wednesday, September 21, 2016 11:50 AM
To: Renee Eckerly
Subject: Re: Airport Survey

Hello—Jim Hanson at Albert Lea Municipal.

Hangars are not a very good investment—and that's the reason that nobody builds T-hangars for rent. They ARE required to develop an airport, however. Winter weather and summer thunderstorms make it impossible to base an aircraft on a tiedown. Business aircraft won't visit an airport where they can't get an airplane inside to de-ice—they will go elsewhere.

T hangars are nice for individual aircraft owners, but take up a large ground "footprint". They usually have no de-ice capability. That makes them more economical for private aircraft owners, but does nothing for itinerant aircraft owners looking to de-ice. Your order of priority should be to have a large, heated or heatable hangar. 80'X80' is minimum--100'X100' is ideal. An 80X80 hangar will house 6 single-engine or light twin-engine aircraft. Build it high enough to accommodate turboprops like a King Air.—that means a 60' door. Use infra-red heating—it's cheap, and it can be set to very low settings—and it recovers quickly after opening the door. If the water is turned off inside, the heat can be turned off except as needed. Aircraft based in large hangars will fly more—t-hangar renters tend to fly less. The large hangar will do more for the city than t-hangars. You may even be able to attract a mechanic/FBO.

You are doubtlessly aware of the Minnesota Rotating Hangar fund. It loans municipalities 80% of the cost of a hangar interest-free for 10 years—the hangar rent goes back to the fund to be loaned out again. MN/DOT Aeronautics also pays typically 2/3 of the cost of the hangar pad and the taxiway serving the hangars. Both T-hangars and large hangars are eligible—though many municipalities elect to simply have MN/DOT pay 2/3 the cost of the large hangar, with no payback. At Albert Lea, we have 4 6-unit T hangars, and 5 stand-alone hangars—plus 2 80X80 and 1 100x100 hangars. The City does not allow construction of private hangars on the airport—their position is "if we are going to be in the hangar renting business, we elect not to be in competition with ourselves by allowing private hangars."

Hangar rental rates are in direct relation to distance from the metro area. I've managed the airports at Faribault, Owatonna, Albert Lea, Austin, and Mankato. You will find that rates within 50 miles of the Metro are much higher than rural areas—hangars at Faribault, for instance, were \$175—for the same hangar we get \$95 for at Albert Lea. You will find that these hangars usually are rented not by locals, but by people from the Metro area.

Your avgas rates are too cheap. If you've bought fuel lately, it's a little over \$3.30 a gallon—PLUS, fuel is loaded at high temperatures on the loading rack—it cools during transport, and even more in the ground—reducing the number of gallons. You are basically selling it at cost—PLUS maintaining the fuel system and paying the credit card fee.

On Sep 20, 2016, at 5:43 PM, Renee Eckerly <Renee@paynesvillemn.com> wrote:

I am doing a survey of all the medium to small airports to find out a bit of information which I will compile and redistribute back to all of you. Our city is researching building another 10-T Hanger. Even

with the Federal funding it takes 60 to 80 yers for a return on investment at the hanger rent amount that I believe most of us charge. And the only way that we can all benefit is if we all put our hanger rent close to the same amount so that pilots don't hanger jump.

Our hanger rent right now is \$100.00 for the south side and \$120.00 for the north side. Our AvGas is priced a t \$3.63 on August 10, 2016. And we do have a Fly-In Breakfast on June 11 every other year.

If you could please share with me :

Hanger rent price \$ 95

AvGas price \$4.65

Do you have a Fly In? Yes or No and on what date and how often. We have a number of airport events. Glider contest Region 7 semi-nationals each May—flight breakfast in June, and 4 “airport dinners” from May to November—each attended by about 100 people.

Thank you very much for your time and I will share all the data with all of you!

Renee Eckerly
City Administrator – Economic Development Director
221 Washburne Avenue
Paynesville MN 56362
(320) 243-3714 ext. 227

Renee Eckerly

From: orrmn <orrmn@centurytel.net>
Sent: Wednesday, September 21, 2016 8:19 AM
To: Renee Eckerly
Subject: RE: Airport Survey

Good morning Renee,

We are a small city (pop. 267) - Orr is located in Northern St. Louis County and operates a municipal airport. Currently our T-hangars rent for \$110 a month (we have 6).

We also have a large heated hangar that rents for \$300.00/month

100LL is \$4.92/gallon

Jet A is \$3.15/gallon

We also have carport spaces that we rent out for \$25.00/month

The admin building has a three bedroom apartment which we rent for \$700/month.

Although the airport is self-serve for the most part, it is still a struggle to make ends meet. Although the airport serves a large geographical area, it is City owned and operated. It has been a financial burden on the city as the M&O reimbursement from MNDOT-Aeronautics doesn't come close to covering expenses.

We have a preliminary plan drawn up to replace our current T-hangars, but it's a tough sell to the community because of the cost and length of return.

I will look forward to receiving the results of your survey.

If you have any further questions, I will be glad to answer best I can.

Thank you.

Cheri Carter
Clerk/Treasurer
City of Orr
PO Box 237
Orr, MN 55771
(218) 757-3288

From: Renee Eckerly [mailto:Renee@paynesvillemn.com]

Sent: Tuesday, September 20, 2016 5:43 PM

To: babvisser@loretel.net; cityclerk@ci.aitkin.mn.us; jimhanson@deskmedia.com; alexav@rea-alp.com; planerv9@yahoo.com; austinaeroflight@austinaeroflight.com; denny@flyaird.com; bagleystreets@gvtel.com; adam@aeromn.com; dan.gens@city.co.swift.mn.us; bigfalls@paulbunyan.net; upnorthamy@yahoo.com; kreicher@bigfork.net; dbohmer@tds.net; chris.fredrick@ci.buffalo.mn.us; brian.pogodzinski@co.houston.mn.us; lmliz@cambridgepw.org; mathewwagner@hotmail.com; clarissa@eaglevalleytel.net; quinten@cloquetairport.com; airport@cookmn.us; cknairport@rvv.net; dlaviation@arvig.net; wrtrom@kmtel.com; ctyegull@scicable.com; joe@prairie-air.net; jim@preblich.com; taconiteaviation@gmail.com; lsteinkamp@fairmont.org; jlserres@me.com; airport@ci.fergus-falls.mn.us; rick@ashbach.com; chuck.lucken@fosston.com; mlarson@ci.glencoe.mn.us; cityofglenwood@wisper-wireless.com; airport@boreal.org; jdavies@ci.grand-rapids.mn.us; bill.lavin@granitefalls.com; cityofgrygla@gvtel.com; jeremycseng@gmail.com; info@hawley.govoffice.com; newberg@hcctel.net; jwthalm@arvig.net; ken.fnbank@runestone.net; shaun@rangeregionalairport.com; thor@einarsonflying.com; psaviationinc@yahoo.com; karlstadcity@wiktel.com; rsinell@cityoflesueur.com; info@ci.litchfield.mn.us; lxl@littlefallswireless.com; lttlfork@hotmail.com; info@longprairie.govoffice.com; cityoflngvl@arvig.net; ben@sierradeltaaviation.com; mdka99@gmail.com; cityshop@lakedalelink.net; Glenn.Olson@marshallmn.com; planespace2@gmail.com; steveburklund@aol.com; joe.harris@mspmac.org; borgersonaviation@yahoo.com;

Renee Eckerly

From: Alexandria Aviation <alexav@rea-alp.com>
Sent: Wednesday, September 21, 2016 9:04 AM
To: Renee Eckerly
Subject: Re: Airport Survey

From Alexandria

The hangar rent varies - our older T-hangars are \$93 - \$105 per month and our newer Twin hangars are \$147-173 and our newest 10 unit T hangar is \$131 and \$163 for the corner ones which are a little larger - This rent goes directly to the City of Alexandria.

Our current Av gas price is \$4.80 with a discount for locals - I know on our last load the cost for Avgas was quite a bit more than \$3.63 per gallon, so not sure how you can sell yours so cheap? We are a branded Phillips dealer and also a full service FBO with staffed employees which means more overhead, there for we need to make a bigger profit on fuel sales to cover some of those expenses. Alex Aviation buys the fuel and pays the city a flowage fee per gallon.

We usually have a fly-in/drive-in the 2nd weekend of June also - this past year we had a band Friday evening June 10 which was hosted by Alexandria Aviation and a breakfast on Sat June 11 hosted by the EAA and Alexandria Aviation

Thanks

Shelly Johnson
Vice President
Alexandria Aviation, Inc
320-762-2111
alexav@rea-alp.com

From: Renee Eckerly
Sent: Tuesday, September 20, 2016 5:43 PM
To: babvisser@loretel.net ; cityclerk@ci.aitkin.mn.us ; jimhanson@deskmedia.com ; alexav@rea-alp.com ; planerv9@yahoo.com ; austinaeroflight@austinaeroflight.com ; denny@flyaird.com ; bagleystreets@gvtel.com ; adam@aeromn.com ; dan.gens@city.co.swift.mn.us ; bigfalls@paulbunyan.net ; upnorthamy@yahoo.com ; kreicher@bigfork.net ; dbohmer@tds.net ; chris.fredrick@ci.buffalo.mn.us ; brian.pogodzinski@co.houston.mn.us ; lmilz@cambridgepw.org ; mathewwagner@hotmail.com ; clarissa@eaglevalleytel.net ; quinten@cloquetairport.com ; airport@cookmn.us ; cknairport@rrv.net ; dlaviation@arvig.net ; wrtrom@kmtel.com ; ctyequill@scicable.com ; joe@prairie-air.net ; jim@preblich.com ; taconiteaviation@gmail.com ; lsteinkamp@fairmont.org ; jlserres@me.com ; airport@ci.fergus-falls.mn.us ; rick@ashbach.com ; chuck.lucken@fosston.com ; mlarson@ci.glencoe.mn.us ; cityofglenwood@wisper-wireless.com ; airport@boreal.org ; jdavies@ci.grand-rapids.mn.us ; bill.lavin@granitefalls.com ; cityofgrygla@gvtel.com ; jeremycseng@gmail.com ; info@hawley.govoffice.com ; newberg@hcctel.net ; jwthalm@arvig.net ; ken.fnbank@runestone.net ; shaun@rangeregionalairport.com ; thor@einarsonflying.com ;



Real People. Real Solutions.

Prepared by Bolton & Menk, Inc.											10/17/2018	
ACIP, PAYNESVILLE (PEX)											FY 2017 - FY 2022 CIP	Preliminary
State FY	Fed FY	Description	Funding % Rates			Project Cost	Federal Entitlement Funding	Federal Discretionary Funding	State Funding	Local Funding	Federal Entitlement Balance	
			FAA %	State %	Local %							
FY 2017											FY 2017 ENTITLEMENT BALANCE	\$ 304,219.00
2018	2017	FARIBAULT ENTITLEMENT PAYBACK	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 260,000.00
2018	2017	ENVIRONMENTAL CATEX FOR HANGAR AREA TO EAST (CITY PROPERTY), ALP UPDATE (TERMINAL SHEET ONLY) AND LAND ACQUISITION	90%	5%	5%	\$ 52,000.00	\$ 46,800.00	\$ -	\$ 2,600.00	\$ 2,600.00	\$ -	\$ 597,419.00
2018	2017	CONSTRUCT T-HANGAR SITE, TAXILANES, & APRON RECONSTRUCTION	90%	5%	5%	\$ 286,000.00	\$ 257,400.00	\$ -	\$ 14,300.00	\$ 14,300.00	\$ -	\$ 340,019.00
FY 2017 TOTALS						\$ 338,000.00	\$ 304,200.00	\$ -	\$ 16,900.00	\$ 16,900.00		
FY 2018											FY 2018 ENTITLEMENT BALANCE	\$ 490,019.00
2019	2018	BORROW ENTITLEMENTS FROM AIRPORTS	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000.00
2019	2018	CONSTRUCT 10 UNIT T-HANGAR BUILDING	90%	5%	5%	\$ 1,155,500.00	\$ 1,039,950.00	\$ -	\$ 57,775.00	\$ 57,775.00	\$ -	\$ 69.00
FY 2018 TOTALS						\$ 1,155,500.00	\$ 1,039,950.00	\$ -	\$ 57,775.00	\$ 57,775.00		
FY 2019											FY 2019 ENTITLEMENT BALANCE	\$ 150,069.00
2020	2019	PAY BACK ENTITLEMENTS	0%	0%	0%	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ 69.00
FY 2019 TOTALS						\$ -	\$ 150,000.00	\$ -	\$ -	\$ -		
FY 2020											FY 2020 ENTITLEMENT BALANCE	\$ 150,069.00
2021	2020	PAY BACK ENTITLEMENTS	0%	0%	0%	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ 69.00
FY 2020 TOTALS						\$ -	\$ 150,000.00	\$ -	\$ -	\$ -		
FY 2021											FY 2021 ENTITLEMENT BALANCE	\$ 150,069.00
2022	2021	PAY BACK ENTITLEMENTS	0%	0%	0%	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ 69.00
FY 2021 TOTALS						\$ -	\$ 150,000.00	\$ -	\$ -	\$ -		
FY 2022											FY 2022 ENTITLEMENT BALANCE	\$ 150,069.00
2023	2022	PAY BACK ENTITLEMENTS	0%	0%	0%	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,069.00
FY 2022 TOTALS						\$ -	\$ 100,000.00	\$ -	\$ -	\$ -		
Summary for Paynesville Municipal Airport						FY 2017 - FY 2022 TOTAL:	\$ 1,493,500.00	\$ 1,894,150.00	\$ -	\$ 74,675.00	\$ 74,675.00	



Real People. Real Solutions.

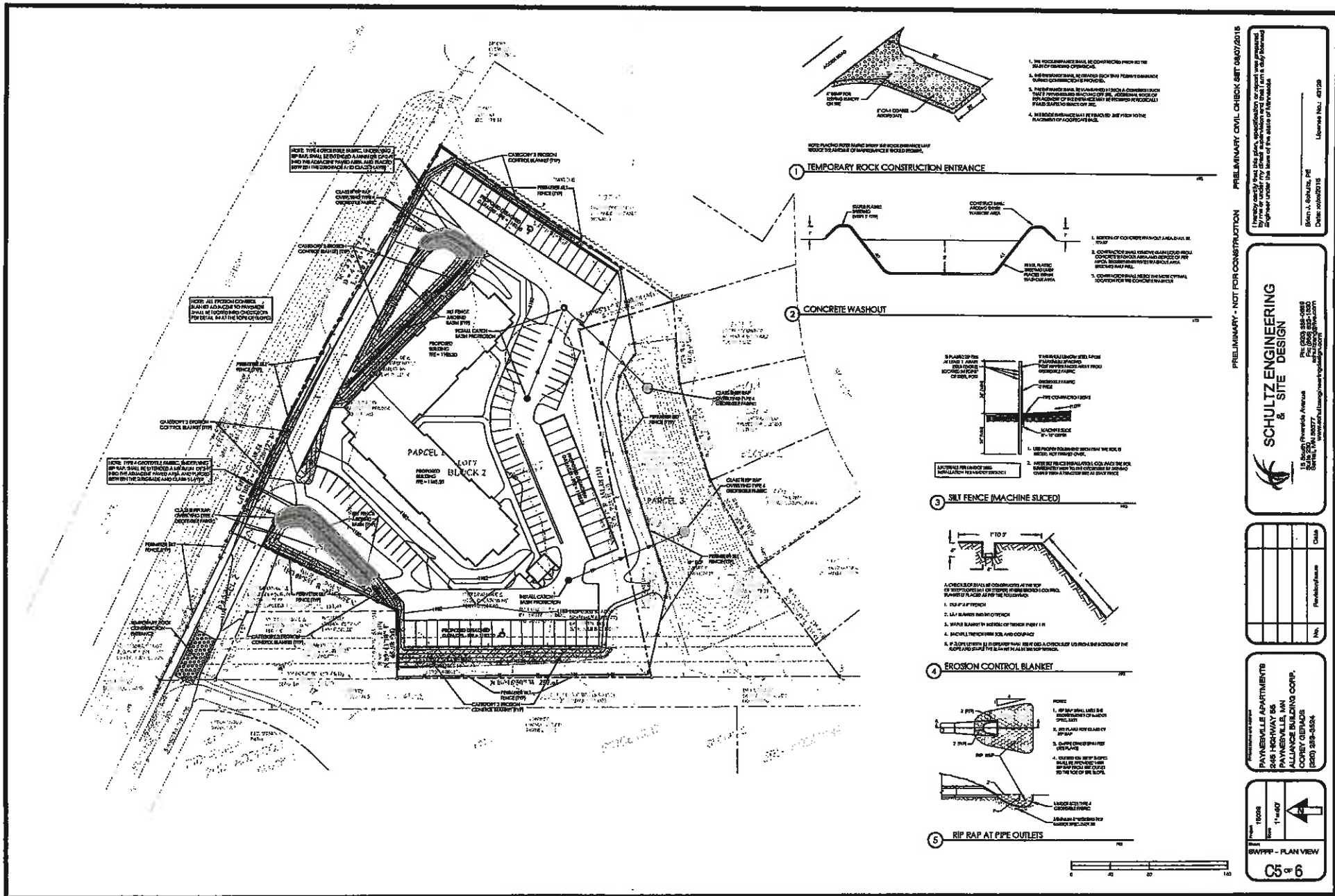
ACIP, PAYNESVILLE (PEX)		FY 2017 - FY 2022 CIP					Preliminary				
State FY	Fed FY	Description	FAA %	Funding % Rates State %	Local %	Project Cost	Federal Entitlement Funding	Federal Discretionary Funding	State Funding	Local Funding	Federal Entitlement Balance
LONG TERM NEEDS											
											FY 2023 ENTITLEMENT BALANCE \$
											200,069.00
2023	2023	ALP UPDATE INCLUDING RUNWAY LENGTH, CROSSWIND RUNWAY, GIS SURVEY & EXHIBIT A	90%	0%	10%	\$ 165,000.00	\$ 148,500.00	\$ -	\$ -	\$ 16,500.00	\$ 51,569.00
FY 2023 TOTALS \$						165,000.00	148,500.00	-	-	16,500.00	
											FY 2024 ENTITLEMENT BALANCE \$
											200,069.00
2024	2024	REHABILITATE RUNWAY 11/29 PAVEMENT (MILL & OVERLAY)	90%	0%	10%	\$ 810,000.00	\$ 200,069.00	\$ 528,931.00	\$ -	\$ 81,000.00	\$ -
2024	2024	REHABILITATE TAXIWAY & APRON PAVEMENT (MILL & OVERLAY)	90%	0%	10%	\$ 310,000.00	\$ -	\$ 279,000.00	\$ -	\$ 31,000.00	\$ -
2024	2024	REHABILITATE TAXILANE PAVEMENT - ELIGIBLE	90%	0%	10%	\$ 140,000.00	\$ -	\$ 126,000.00	\$ -	\$ 14,000.00	\$ -
2024	2024	REHABILITATE TAXILANE PAVEMENT - INELIGIBLE	0%	70%	30%	\$ 90,000.00	\$ -	\$ -	\$ 63,000.00	\$ 27,000.00	\$ -
FY 2024 TOTALS \$						1,350,000.00	200,069.00	933,931.00	63,000.00	153,000.00	
											FY 2025 ENTITLEMENT BALANCE \$
											150,000.00
2026	2025	NO PROJECT	90%	0%	10%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00
FY 2025 TOTALS \$						-	-	-	-	-	
											FY 2026 ENTITLEMENT BALANCE \$
											150,000.00
2025	2026	ENVIRONMENTAL ASSESSMENT FOR PARALLEL TAXIWAY & T-HANGAR	90%	0%	10%	\$ 165,000.00	\$ 148,500.00	\$ -	\$ -	\$ 16,500.00	\$ 1,500.00
FY 2026 TOTALS \$						165,000.00	148,500.00	-	-	16,500.00	
											FY 2027 ENTITLEMENT BALANCE \$
											151,500.00
2026	2027	CONSTRUCT PARALLEL TAXIWAY - PHASE I (GRADING)	90%	0%	10%	\$ 910,000.00	\$ 151,500.00	\$ 667,500.00	\$ -	\$ 91,000.00	\$ -
2026	2027	CONSTRUCT PARALLEL TAXIWAY - PHASE II (PAVING)	90%	0%	10%	\$ 710,000.00	\$ -	\$ 639,000.00	\$ -	\$ 71,000.00	\$ -
FY 2027 TOTALS \$						1,620,000.00	151,500.00	1,306,500.00	-	162,000.00	
											FY 2028 ENTITLEMENT BALANCE \$
											150,000.00
2027	2026	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00
FY 2026 TOTALS \$						-	-	-	-	-	
											FY 2027 ENTITLEMENT BALANCE \$
											300,000.00
2028	2027	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00
FY 2027 TOTALS \$						-	-	-	-	-	
											FY 2028 ENTITLEMENT BALANCE \$
											450,000.00
2029	2028	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000.00
FY 2028 TOTALS \$						-	-	-	-	-	
											FY 2029 ENTITLEMENT BALANCE \$
											600,000.00
2030	2029	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000.00
FY 2029 TOTALS \$						-	-	-	-	-	
											FY 2030 ENTITLEMENT BALANCE \$
											750,000.00



Real People. Real Solutions.

ACIP, PAYNESVILLE (PEX)			FY 2017 - FY 2022 CIP					Preliminary				
State FY	Fed FY	Description	Funding % Rates			Project Cost	Federal Entitlement Funding	Federal Discretionary Funding	State Funding	Local Funding	Federal Entitlement Balance	
			FAA %	State %	Local %							
2031	2030	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00	
						FY 2030 TOTALS	\$ -	\$ -	\$ -	\$ -		
FY 2031											FY 2031 ENTITLEMENT BALANCE	\$ 900,000.00
2032	2031	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900,000.00	
						FY 2031 TOTALS	\$ -	\$ -	\$ -	\$ -		
FY 2032											FY 2032 ENTITLEMENT BALANCE	\$ 1,050,000.00
2033	2032	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000.00	
						FY 2032 TOTALS	\$ -	\$ -	\$ -	\$ -		
FY 2033											FY 2033 ENTITLEMENT BALANCE	\$ 1,200,000.00
2033	2033	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000.00	
						FY 2033 TOTALS	\$ -	\$ -	\$ -	\$ -		
FY 2034											FY 2034 ENTITLEMENT BALANCE	\$ 1,350,000.00
2033	2034	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000.00	
						FY 2034 TOTALS	\$ -	\$ -	\$ -	\$ -		
FY 2035											FY 2035 ENTITLEMENT BALANCE	\$ 1,500,000.00
2033	2035	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00	
						FY 2035 TOTALS	\$ -	\$ -	\$ -	\$ -		
FY 2036											FY 2036 ENTITLEMENT BALANCE	\$ 1,650,000.00
2033	2036	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650,000.00	
						FY 2036 TOTALS	\$ -	\$ -	\$ -	\$ -		
FY 2037											FY 2037 ENTITLEMENT BALANCE	\$ 1,800,000.00
2033	2037	NO PROJECT	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800,000.00	
						FY 2037 TOTALS	\$ -	\$ -	\$ -	\$ -		

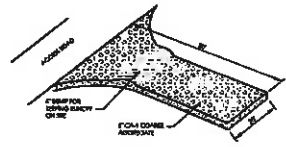
3



NOTE: THIS EROSION BLANKET SHALL BE CONSTRUCTED BY SPALLS SETTING A MINIMUM OF 2" INTO THE ADJACENT PAVED AREA AND SHALL BE PROTECTED BY THE CONCRETE IN PLACE AS SHOWN.

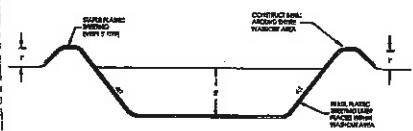
NOTE: ALL EROSION CONTROL BLANKETS ADJACENT TO PAVED AREAS SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN. SEE DETAIL AT THE TOP OF SHEET.

NOTE: THIS EROSION BLANKET SHALL BE CONSTRUCTED BY SPALLS SETTING A MINIMUM OF 2" INTO THE ADJACENT PAVED AREA AND SHALL BE PROTECTED BY THE CONCRETE IN PLACE AS SHOWN.



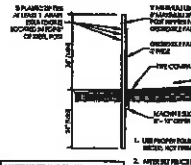
1. THE ROCKS SHALL BE CONSTRUCTED FROM THE 4' WIDE OPENING.
2. THE ROCKS SHALL BE CONSTRUCTED TO THE FULL DEPTH OF THE CURB.
3. THE ROCKS SHALL BE PLACED IN SUCH A MANNER THAT THEY WILL NOT BE DISLOADED BY THE FORCE OF THE WATER.
4. THE ROCKS SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN.

TEMPORARY ROCK CONSTRUCTION ENTRANCE



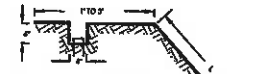
1. CONCRETE SHALL BE CONSTRUCTED TO THE FULL DEPTH OF THE CURB.
2. CONCRETE SHALL BE PLACED IN SUCH A MANNER THAT THEY WILL NOT BE DISLOADED BY THE FORCE OF THE WATER.
3. CONCRETE SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN.

CONCRETE WASHOUT



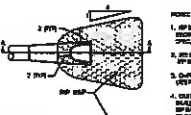
1. USE PROTECTIVE MATERIAL TO THE FULL DEPTH OF THE CURB.
2. USE PROTECTIVE MATERIAL TO THE FULL DEPTH OF THE CURB.

SILT FENCE (MACHINE SLICED)



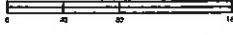
- A CHECK OF SOIL OR CONCRETE AT THE TOP OF THE CURB SHALL BE CONSTRUCTED TO THE FULL DEPTH OF THE CURB. BLANKETS TO BE PLACED AS SHOWN.
1. SOIL SHALL BE PROTECTED.
 2. SOIL SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN.
 3. SOIL SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN.
 4. SOIL SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN.

EROSION CONTROL BLANKET



1. RIP RAP SHALL BE 2" IN SIZE.
2. RIP RAP SHALL BE PLACED TO THE FULL DEPTH OF THE CURB.
3. RIP RAP SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN.
4. RIP RAP SHALL BE PROTECTED BY CONCRETE IN PLACE AS SHOWN.

RIP RAP AT PIPE OUTLETS



PRELIMINARY - NOT FOR CONSTRUCTION
 PRELIMINARY CIVIL CHECK SHEET 08/07/2018
 PROJECT: 2445 HIGHWAY BR. PAVNEVILLE, MN
 DRAWING NO.: 2445-02-001
 DATE: 08/07/2018
 LICENSE NO.: 421789

SCHULTZ ENGINEERING & SITE DESIGN
 2445 Highway Br. Pavenville, MN 55328
 Tel: (763) 484-8282
 Fax: (763) 484-8283
 Email: info@schultzeng.com
 Website: www.schultzeng.com

No.	Revision/Issue	Date

PAVNEVILLE APARTMENTS
 2445 HIGHWAY BR.
 PAVNEVILLE, MN
 ALLIANCE BUILDING CORP.
 COURT GRADERS
 (504) 238-3334

DATE: 08/07/2018
 TIME: 11:40 AM
 SCALE: 1"=40'
 SHEET: 5 OF 6
 DRAWN BY: SWPPP - PLAN VIEW

14