

**MINUTES
AIRPORT COMMISSION MEETING**

JANUARY 23, 2017

Vice Chairperson, Matt Larson called the meeting to order at 5:10 p.m. Commission members present were Steve Whitcomb, Aaron Kranz, and Jeff Thompson. Advisory members present were Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc.

Motion was made by Whitcomb to approve the minutes of the May 10, 2016 and October 24, 2016 Airport Commission meetings. Seconded by Kranz and unanimously carried.

MEMBER RESIGNATION

Motion was made by Thompson to accept the resignation of Bob McDaniel and appoint Steve Whitcomb to fill the term. Second by Kranz and unanimously carried.

ELECTION OF OFFICERS

Motion was made by Whitcomb to elect Larson as Chair; Kranz as Vice Chair; and Thompson as Secretary with the following terms:

Kranz	term expires	Dec. 31, 2017
Whitcomb	term expires	Dec. 31, 2017
VACANCY	term expires	Dec. 31, 2019
Larson	term expires	Dec. 31, 2018
Thompson	term expires	Dec. 31, 2017

Seconded by Thompson and unanimously carried.

MEETING SCHEDULE

Motion was made by Thompson to set the Airport Commission meetings for the fourth Monday at 5:00 p.m. on a quarterly basis (January, April, July, and October). Seconded by Whitcomb and unanimously carried.

CIP PROJECTS

DeWolf reviewed the CIP Plan:

2017 – 2018 conduct the environmental reviews and acquire the property from the City.

2018 – 2019 Faribault entitlement payback, DeWolf also noted the City may have more requests for our entitlements in 2017 and receive the payback when the City constructs the hangars.

2018 – 2019 construct the hangars at an estimated cost of \$1.15 million dollars borrowing entitlements from other communities.

2020 – 2023 payback entitlements.

Members reviewed a concept design of a 9 unit Tee Hangar with a jet pod on the end.

Members asked DeWolf for a price estimate on this unit with:

- Jet pod
- 14 ft. bi-fold doors
- 4 units insulated
- Restroom/shower

The added cost of the jet pod was discussed, but there is a likely revenue source that may equal the remainder of the hangar. Members reviewed the current waiting list with one asking for a heated hangar and one needing a minimum 13 ft. door height. An email from Larson was addressed; reviewing the budget the City may see positive revenue this year. The wages were reviewed noting the City arranges the wages to maximize the State's Operation & Maintenance Grant which this year is \$20,400.00. City Administration and airport manager's wages are not eligible for the grant. In addition, the airport fuel sales were up in 2016 with 13,505 gallons sold in 2016 versus 11,015 sold in 2015. In conclusion, everyone agreed the best way to raise revenue is to construct additional hangars and attract more pilots. More pilots mean more fuel sales, hangar rent, etc.

There being no further business, the meeting was adjourned at 5:40 p.m.