

6b) 2015 Budget Report

Tiedeman presented the most recent budget report. Airport Operating Revenues August YTD are \$693,244.69; while the Airport Operating Expenses for June YTD are \$529,510.67. This reflects a surplus of \$163,734.02. The 2016 Capital Improvement Revenues June YTD are \$310,426.86; while the Airport Capital Improvement Expenses June YTD are \$22,769.93. This reflects a surplus of \$333,169.79. There are still outstanding funds being withheld by the FAA. These funds will be reimbursed as the FAA processes and approve each project closeout. The 2016 Operating Debt for August YTD is \$503,801.09; the Capital Debt for August YTD is \$916,736.77, and the Total Debt for August YTD is \$1,420,537.80

The City Council voted on September 6, 2016, to extend the BRS lease rent reduction for up to another six (6) months. This reduction represents an amendment and allows BRS to pay reduced rent. The City Council also voted to the City to pursue the issuance of new General Obligation Bonds for the BRS building. These new bonds would resolve the older high-interest HRA bonds and issue lower interest EDA bonds.

7) Project Status

7a) Airport Development

- (i) Crack Sealing in the North Hangar area has been completed. The airport will be submitting a Reimbursement request to MnDOT shortly.
- (ii) The Conference Room AV upgrade has been completed. The only remaining item is the replacement of the stereo. There is only one channel (side) of the audio output working. Schoen remarked that about the screen having been moved forward and being awkward in use while using the podium.
- (iii) FuelMaster has been able to determine what equipment upgrade is feasible. FuelMaster will be sending out new equipment for the Fuel System. Estimate cost is roughly half of the budgeted expense.

7b) Building/Structure Projects (2016)

- (i) Hangar Doors Hangar #5 -- Delayed due to lack of MnDOT funding.
- (ii) Roof Replacement on two (2) Bowstring Hangars -- Delayed due to lack of MnDOT funding.
- (iii) Epoxy-Coat and Seal Maint. Hangar -- Delayed due to lack of MnDOT funding.

8) New Business

8a) AAC Meeting Format

It was put forth to change the format of the AAC meetings to a Consent Agenda format. This would speed up the meeting while allowing for discussion of the

items that would be on the consent agenda portion; the approval of the agenda, the previous meetings minutes; routine financials. Program reports, and any other items.

8b) Updating the Rate and Fee Schedule

City Finance has requested a revised Rate and Fee Schedule from the Airport for 2017. There were four (4) areas that were discussed.

- 1) Meeting Room Rentals - Currently, there are many different rates for the room depending on whether or not the group is based on the airfield, a 501-c3 organization, outside the fence, or other government organization. The recommendation is to provide one price to anyone renting the room regardless of affiliation. The consensus was:
 - a. Organizations based on the airfield free
 - b. Rates will be \$25.00/hour with a 4 hour minimum
- 2) Fuel Discount - Tiedeman gave the background on the request from the City to look into adding a lower threshold to receive the discount. The cost of managing the system costs more than the benefits accorded. After discussion, it was brought forth to leave the discount system as it currently is but create a threshold of 150 gallons for new entities.
- 3) Billing - Transfer billing processes from the Airport to the City Finance Department has been implemented to provide checks and balances. There are just a few items left at the airport due to logistics and feasibility.
- 4) Land Leases - This was one area that the Airport was complimented on by the Audit team. The process is very consistent and met the auditor's requirements.

9) Old Business :

9a) Rules and Regulations

Mike Bergeson was attending to raise some questions about the Rules and Regulations, however, after reading through the revised Rules and Regulations he only had one question.

1. Item 6.3 **Noise Abatement Procedures** - to change the entry to refer to the actual procedures. Not to have them in the Rules and Regulations, just to point to where they are.
2. Item 6.7 (6.7.2) to restate the following: **Major and minor aircraft alterations and repairs (as defined by 14 CFR Part 43)** to "Major Alterations and Major repairs (as defined by 14 CFR Part 43)". This rewording will be in line with the Part 43.
3. Item 7.4 **Vehicle Operations on the AOA** changed to "Vehicle Operations on the Movement Area".
4. Item 7.8 **Issuance of Traffic Citations** -- Sheridan pointed out that this section would be unenforceable and is already covered by State, County and City Ordinances and Statutes and should be removed entirely.
5. 7.9.3 Parking of vehicles by hangar tenants. That all tenants should park in such a manner as to not obstruct movement of aircraft.

10) **Commission and Staff Comments :**

Tiedeman discussed the AirTAP Fall Forum briefly.

11) **Adjournment :**

Motion made by Hilger, second by Schoen to adjourn the commission meeting at 7:40 PM.

Motion carried

8 ayes/0 nays