

**AIRPORT COMMITTEE**

January 3, 2017

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Members Present:

Olson, Hatlelid, Lehner, Rued, Shomento, Withus

Members Absent:

Larson

Others Present:

City Manager, City Clerk, City Attorney, Airport Director, Finance Director, City Treasurer, City Comptroller, City Engineer, Assistant City Engineer, Traffic Engineer, Building Official, Fire Chief, Police Chief, Captain White, Public Works Director, Assistant Public Works Director, Public Information Officer, Aud./Rec. Director, Alderman Pankow, Alderman Podrygula, Alderman Sipma, Josh Wolsky, Jill Schramm

To the Honorable Mayor and All Aldermen:

Following are the recommendations from the **Airport Committee** meeting called to order at 5:07 pm January 3, 2017:

**1. The City Council authorize Airport staff to issue the RFQ to applicable agencies for Terminal Advertising, assess the responses, and provide the City Manager and Airport Committee with recommendations based on the findings.**

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The above motion by Committee Member Hatlelid, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Lehner, Hatlelid, Olson, Rued, Shomento, Withus. nays: none

**2. The City Council approve the lease transfer from Russell Gohl to Delos Haugen and further authorize the Airport Director to sign any necessary documents.**

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The above motion by Committee Member Hatlelid, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Lehner, Hatlelid, Olson, Rued, Shomento, Withus. nays: none

**3. The City Council authorize Galen, Jacob and Matthew Marsh to rent T-hangar No. 3 for the price of \$75.00 per month and further authorize the Mayor to sign the lease agreement.**

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The above motion by Committee Member Hatlelid, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Lehner, Hatlelid, Olson, Rued, Shomento, Withus. nays: none

**4. Airport Director Project/Program Updates**

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The Airport Director began his presentation by describing some of the challenges the Airport has been facing throughout the winter so far. He stated, on December 10<sup>th</sup>, there was water damage due to a fire suppression failure which resulted in an insurance claim. It was caused after the pipes were exposed to the cold weather so staff is looking into options to prevent future incidents. He then showed a video of the runway during the December 6<sup>th</sup> storm which showed a clear, dry runway but almost zero visibility. As a result of that storm, the airlines cancelled all flights and TSA was not available so the Airport was shut down. He also showed pictures of the tremendous amount of snow on the roof which had begun to crack the drywall inside the building. A structural engineer from KLJ was called in to analyze the situation.

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A formal report has not been submitted yet but it looks as if there is no structural damage. Staff, as well as KLJ's engineers and architects are discussing the long term concern over the amount of snow accumulation on the roof. Mr. Feltner explained, with the help of Airport staff and a contractor's work with a crane, 45,000 lbs. of snow was removed from the roof.

The Airport Director continued by listing the monthly statistics. He stated, the load factor has maintained at 85% which means, despite a decrease in overall enplanements, the airlines are selling the right amount of seats for the flights provided. He also mentioned, the concession activity reached its highest sales this month with the exception of the month they opened.

Committee Member Rued asked about revenue from parking, to which Mr. Feltner stated, the revenue is about \$400,000 minus the cost of management fees which would net about \$280,000. The revenue is above the budgeted amount and was only increased a small amount for the 2017 budget so it should stay on track.

There being no further business, the meeting adjourned at 5:22 pm.

Respectfully submitted,  
Kelly Matalka  
City Clerk