

Airport Commission
Monday, August 10, 2015
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Mae Nachman, Carl Rasmussen and Jim Cooper.

ALSO PRESENT: Joel Lemke, Mary Klesmith, Gary Kuplic, Chris Lefebvre, Jason Draheim, Jaime Zdroik, Corey Ladick-City Treasurer, and Jodi Dobson-Baker Tilly.

EXCUSED ABSENCE: Eugene Tubbs

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I. ADMINISTRATION

1. Approval of minutes of the July 13, 2015 meeting.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the minutes of the July 13, 2015 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

2. Audit presentation.

Jodi Dobson of Baker Tilly presented the audit for the Airport.

The operating revenues have decreased a little from 2014. Property tax revenue increased from 2013 to 2014. Operating and maintenance expenses increased from 2013 to 2014 mostly due to fuel costs. The net result continues to be negative but without depreciation included we would have an income of \$26,000 for 2014.

The Airport has 0.85 quarters billings on hand.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the Airport audit completed by Baker Tilly.

Ayes all. Nays none. Motion carried.

3. Discussion and possible action on lease renewal procedures.

Jason stated our privately owned hangers constructed on Airport owned leased property have 25 year leases with 5 year extensions which is an FAA standard. There have been some issues brought up with the leases when the hanger is sold. We had been assigning these leases instead of renewing and it has greatly affected the valuation of the buildings in transferring or for new owners to get funding. We are proposing to grant a new lease when there is an ownership change. The Bureau of Aeronautics and the FAA encourage this.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the lease renewal procedures.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

4. Discussion and possible action on approval of department claims.

AIRPORT

Paul Adamski also presented the statement of claims for the Airport for July. The balance as of July 1, 2015 was \$200,700.55. The bank deposits recorded in July 2015 were \$67,454.40. Checks issued in July 2015 numbered 1328 through 1348 were in the amount of \$76,063.47. The net balance on hand July 31, 2015 was \$192,091.48.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the department claims for the month of July 2015 as audited and read.

Ayes all. Nays none. Motion carried.

III. AIRPORT MANAGERS REPORT

5. Written report provided.

Jason stated they set a record of 987 movements in July due to EAA and set record for fuel sales as well with 20,000 gallons sold.

6. Verbal report.

Nothing to report.

The next Airport Commission meeting will be on Monday, September 14, 2015 immediately following the Board of Water & Sewerage Commission meeting.

IV. ADJOURNMENT

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:55pm

AIRPORT COMMISSION

EUGENE TUBBS, SECRETARY