

AIRPORT COMMITTEE

November 29, 2016

Page 1

Members Present:

Olson, Hatlelid, Lehner, Rued, Shomento, Withus

Members Absent:

Larson

Others Present:

City Clerk, Acting City Manager, City Attorney, Airport Director, HR Director, City Assessor, City Treasurer, City Comptroller, City Engineer, Assistant City Engineer, Traffic Engineer, Building Official, Police Chief, Public Works Director, Assistant Public Works Director, Alderman Hedberg, Alderman Shuler, Alderman Straight, Josh Wolsky, Jill Schramm

To the Honorable Mayor and All Aldermen:

Following are the recommendations from the **Airport Committee** meeting called to order at 4:30 pm November 29, 2016:

- 1. The City Council approve payment to Main Electric for completion of Gate 7, pass an ordinance to amend the 2016 annual budget to increase the Airport professional service contract expenses and federal and state revenue, and further authorize the Airport Director to sign any necessary documents.**

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

- 2. The City Council approve purchase of a water softener as well as approve the allocation of sales tax from the Landscaping project, and further authorize the Mayor to sign any necessary documents.**

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

- 3. The City Council approve payment to John Bean Technologies (JBT) for Jet Bridges and Ramp Striping as well as approve the allocation of funds, and further authorize the Mayor to sign any necessary documents.**

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

- 4. The City Council approve submission of the Pre-Applications to the FAA, and further authorize the Airport Director to sign any necessary documents.**

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

AIRPORT COMMITTEE

November 29, 2016

Page 2

5. The City Council approve the purchase of an Exit Lane Analytic Upgrade as well as approve the allocation of sales tax from the Landscaping project, and further authorize the Mayor to sign any necessary documents.

The above motion by Alderman Hatlelid, seconded by Alderman Lehner.

Alderman Hatlelid asked the Airport Director what would happen if the proposed upgrade doesn't work. Mr. Feltner responded by saying there is a warranty period of 30 days to decide if they want to commit to the purchase.

Upon questioning by Committee member Rued as to what is not working, the Airport Director explained by saying, the exit lane system currently submits false positives at a rate of 15% when passengers go through the exit doors. When the alarm goes off, an employee must notify the FAA there was a false alarm.

Whereupon a vote was taken on the above motion by Alderman Hatlelid, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Hatlelid, Lehner, Olson, Rued, Shomento, Withus. nays: none

6. The City Council approve the encumbrance of \$60,247 from the landscape project as well as approve the allocation of funds as outlined for the Water Softener and Exit Lane projects, and further authorize the Mayor to sign any necessary documents.

The above motion by Alderman Hatlelid, seconded by Alderman Lehner.

Alderman Hatlelid asked who will be responsible for watering the new trees. The Airport Director responded by saying, the City Forestry Department will come with watering trucks and will replace any trees when necessary but he was unsure of the length of time the watering will take place

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

7. Airport Director Project/Program Updates

The Airport Director thanked his staff for their hard work during the recent snowstorm. He said they were able to keep runways clear for plane traffic and experienced some delays but no cancellations.

The Airport Director continued with an update on the progress with the old terminal, which has been torn down on time and almost within budget. He stated the Master Plan is being reviewed by the FAA, who will provide their input on aspects of the plan since they provide 90% of the funding.

He then shared a few graphs, demonstrating that the load factor and enplanements remain strong, the rental car activity is doing well, and the concession sales are staying significantly above the minimal average sales required.

There being no further business, the meeting adjourned at 4:39 pm.

Respectfully submitted,
Kelly Matalka
City Clerk