

CAMBRIDGE MUNICIPAL AIRPORT ADVISORY BOARD MINUTES
November 30, 2017

Members Present: Marvin Timm, Brandon Grell, Gerald Graham, Kurt Daudt, Garry Bye, Michael Grzincich, Council representative James Godfrey

Members Absent: James Gordon, David Johnson

Others Present: Airport Manager Lucas Milz; SEH representatives Lindsay Reidt and Kaci Nowicki

The meeting was called to order at 7:03 p.m.

Approval of Minutes: Grell motioned, seconded by Graham and carried unanimously to approve the August 31, 2017 minutes as presented.

Approval of Agenda: Bye motioned, seconded by Grzincich to approve the agenda as presented and carried unanimously.

Old Business

SEH Master Plan Update- Nowicki and Reidt of Short, Elliot, and Hendrickson presented the Draft Master Plan report. The report reflects discussions and decisions that were made with the board, MnDOT, and FAA throughout the Master Plan process. The purpose of the Master Plan is to determine the facilities needed to meet the projected aviation demand in the 20-year planning period (2016 - 2036). The final Implementation/Capital Improvement Plan was included at the end of Chapter 7. This CIP will be used to update the CIP MnDOT maintains online for each airport and can be adjusted accordingly to the changing needs of the airport.

Nowicki then explained the financial aspects of the process and explained the different funding sources available. The FAA Airport Improvement Program (AIP) has a federal participation of 90% of the eligible cost of the project, with the Airport sponsor responsible for the other 10%. The MnDOT Aeronautics has provided a grant for 50% of the sponsors share on AIP grants.

There are two types of AIP funds that the airport will receive: entitlement and discretionary.

All general aviation airports receive an entitlement of \$150,000 per year which can be banked up for four years. Most airports that don't use these funds before they expire can loan to other airports and then get reimbursed when they have a project due.

Approximately half of the AIP appropriations each year can be dispersed by the FAA at their discretion, rather than the fixed entitlement grants. The FAA has many priority programs that they fund each year. Cambridge would be best to compete for discretionary funding for safety, security, and pavement preservation projects.

The projects that are slated for 2018 are the taxiway relocation planning, obstruction removal, and the gate replacement. The current gate does not work in cold weather.

Bye questioned why installing the Jet A fuel tank was not until 2031. Nowicki explained that revenue generating projects are not a high priority with the FAA for funding. Milz had brought this issue to the council and they chose to put this item on the City's CIP in ten years. It's a large project with a slow return in investment. Schutte was told that he can store Jet A fuel for his own personal use with stipulations. He would not be allowed to sell any fuel.

New Business

Milz explained that the Public Works department has been very busy lately but they will get the sweeper out on the runway and around the hangars. Milz has a POW flag and windsock and will install soon.

Graham reported that he posted an information sheet on the Arrival/Department door and put a guest book for visitors to sign. It was suggested to put the reason for the visit on the log to show how important the airport is to the community.

It was suggested having a meeting/social with the hangar owners to get them more involved. It was also mentioned to have the Fire Department come out for training. Nowicki added that MnDOT has a draft template flow chart on what to do for emergencies that could hang in the AD building.

The meeting dates for 2018 will be February 22, May 31, August 30, and November 29.

Adjourn at 7:52 p.m.

Respectfully submitted,
Betsy Potrament