

MINUTES

The **Rogers Airport Commission** met for a regular session via Zoom VIRTUAL MEETING <https://us02web.zoom.us/j/81109952001> on February 8, 2021 at 4:00 PM. The meeting was called to order by Chairman Hobbs.

PUBLIC FORUM:

Chairman Hobbs opened the public forum. There were no public comments.

ROLL CALL:

Present: Bob Crafton, Mark Fryauf, Ray Hobbs, Gary Jackson, Clyde Tempel, Jerry Vest

Other Present: David Krutsch - Airport Manager, Jennifer Moore- City Staff, Linda Jennings – BLA, Adam White and Chris Maestri - Garver

ACTION ON MINUTES:

Motion by Bob Crafton, second by Clyde Tempel to Approve the minutes of January 11, 2021 as submitted. Voice Vote: Yes- Unanimous. *Motion Carried*

FINANCIAL REPORT:

Krutsch provided the financial report from January 31, 2021. Information was provided on account 48000-Buildings and Grounds Rental. Krutsch reported some annual lease revenue carried over into February. There was \$30,000 left to collect as of the end of January, but today there is less than \$300 (less % 1) due on annual leases. Krutsch stated account 48050- Fed Grant includes \$35,000+ from Cares Act reimbursements. The City Council approved acceptance of the CRRSAA grant on 1/26. We are cleared to execute the grant but will need a budget resolution when funds are received.

Krutsch stated expense account 70155- Building and Grounds Maintenance, included \$8,212 for replacement of 4 heaters in 3 exec hangers as briefed last month. The year-end budget resolution carryover will likely be at next meeting. Krutsch briefed the Commission on carryover items. We will have \$3.348M in revenue carry over and \$3.427M expense carry over from last year, mostly for the AIP 38 project. Other items included the self-serve avgas pad and a few delayed maintenance projects. Krutsch discussed hangar roof repairs, which will be addressed separately via a budget amendment due to cost.

Krutsch reported fuel flowage fees were down 35% in January, consistent with the trend from the last few months. The Commission discussed trends and COVID impacts.

MANAGER'S REPORT:

Krutsch reported on issues with radio equipment at the tower, mainly ground control. Krutsch reached out to FAA regarding availability of surplus radios of a newer generation. Krutsch said we should receive them in the next few days.

Krutsch briefed the Commission on recent snow removal ops and preparedness for upcoming weather.

Krutsch discussed future leasing and use of a Letter of Intent in preliminary stages of negotiation. Ground lease agreements will be sent to the Commission for approval before execution. Letters of Intent will be non-binding but will provide the framework for the future lease execution. Fryauf would like the Commission to be informed and briefed on Letters of Intent that are being negotiated. Krutsch discussed two sites being looked at by prospective lessees. Krutsch reported that several developers have been expressing interest. Adam White provided information on the "domino effect" of development and the iterative nature. The Commission discussed highest and best use of land and how we are monitoring. David provided information on related considerations and fulfillment of the business plan.

Krutsch reported that on Monday January 15, CAP held a rocket launch for its Cadet Model Rocket STEM Program, a National Program, at the airport. The activity was coordinated with the tower and COVID guidelines were followed.

Krutsch discussed an upcoming generator repair for a small oil leak, replacement of batteries, and bird protection. Krutsch is currently negotiating the cost.

Krutsch provided a project update on the gas line installation. The line has been completed and is in service, including the service line to the t-hangar building. The contractor has started asphalt repairs for the tie-in area and is working on site clean-up. Staff is reviewing the budget with Garver and Black Hills.

The IDK Cafe has reopened to the public for dine-in service, 11am-2pm weekdays.

OLD BUSINESS:

None

NEW BUSINESS:

None

OTHER BUSINESS:

Krutsch advised that although not a requirement, typically in Feb or March- Election of Officers may be held. If the Commission would like to have an election, this can be done at the next meeting.

COMING EVENTS:

City Offices will be closed Monday, February 15, 2021 in observance of President's Day

ADJORN:

Motion by Mark Fryauf, second by Jerry Vest to Adjourn. Meeting adjourned at 4:37pm

ATTEST:

Secretary

APPROVED:

Chairman