
MEMORANDUM



TO: Airport Advisory Board
FROM: M McPherson, City Administrator
SUBJECT: **Manager's Report**
DATE: June 2, 2021

Taxiway Signage

Attached are the taxiway name signs that have been ordered. Per the Board's discussion, they will be located along Airport Road only.

PAPI Baffles

The estimate and change order to install the PAPI baffles came in less than what was discussed at the May meeting. Attached is the illustration of the baffle angle and the estimate for installation. The change order has been approved.

Hangar Inquiries

Since the May meeting, there have been multiple inquiries regarding hangars:

- Mr. Zigler's 7460-1 form has been re-submitted to the FAA for approval. We are hoping to expedite is given that the original 50 x 50 foot hangar request was languishing in the queue at the FAA.
- Mr. Sarych has sold the hangar he constructed (609 Fairchild Place) and he is now looking to build a new one at the north end of the same row. KLJ is looking at the site to determine if any fill is required. According to Mr. Sarych, contractors are very busy at the moment, so he is interested in getting the paperwork processed so he can get on the schedules of the contractors.
- Mr. Woodruff is interested in constructing either a 60 x 80 or 60 x 100 foot hangar to store three planes. One of the planes is a Navy warplane which operates at a maximum of 26,000 pounds (will likely operate around 20,000 pounds). The pavement, protection zones, and zoning envision regular use of the airport by aircraft less than 12,500 pounds. The Board needs to discuss whether we want to contemplate larger aircraft before moving forward with Mr. Woodruff.
- We had one inquiry for rental space which I forwarded to Board Members Sautter and Erickson for assistance.

Taxiway Reconstruction Project

Attached is the project schedule. The project is currently out for bid with the bid opening scheduled for June 10 at 2pm at City Hall, Council Chambers. A plan set and specifications are available at City Hall.

2020 CARES Funding

The AD Building roof is in need of replacement, so we are using the remaining CARES Operation and Maintenance funding to install a metal roof. Public Works Director Gerold was able to find a contractor to supply materials and complete the install for under \$9,000 which is the balance of the \$30,000 that was provided under the CARES Act.

In addition, we have taken advantage of an extension to spend the money that was offered by MNDOT. Instead of having to spend the money by June 30, 2021, the offered a six-month extension.

Airport Zoning Ordinance

No additional work has been completed to date to amend the Airport Zoning Ordinance, but I did determine that there are no lands in either Blue Hill or Greenbush Townships impacted by the current ordinance or the amendment so they will not require representation.

July Meeting

Due to the observance of the July 4 holiday, the July meeting has been rescheduled to July 12, 2021.

Lions Club Brunch

See the attached flyer announcing the Lions Club Airport Brunch for June 13, 2021. This was previously sent via e-mail.