

**METROPOLITAN AIRPORTS COMMISSION
RELIEVER AIRPORTS ADVISORY COUNCIL
MEETING MINUTES**

Tuesday – September 14, 2021 - 7:00 p.m.
Metropolitan Airports Commission
6040 - 28th Avenue South
Minneapolis, MN 55450

Microsoft Teams Meeting

Committee Members: Commissioner Braj Agrawal; Chairman John Krack – Anoka County/Blaine; Glenn Weibel (absent) - St. Paul; John Grosen (absent) – Crystal; Pat Moynihan – Airlake; John Renwick – Lake Elmo; Lance Fisher - Flying Cloud; Joe Harris - MAC; Kelly Ubel - MAC

MAC Staff: Kelly Gerads; Mike Wilson; Philip Tiedeman; Robert Dockry; Blaine Peterson; Eric Johnson; Geoffrey Harold; Andrew Hanson; Mike Harder; Jennifer Lewis; Michele Ross; and others

Reliever Tenants: Bryan Orr

Members of the Public: Unknown others

1. Approval of the 09 March 2021 Meeting Minutes and the Agenda for 08 June 2021 was approved and carried by unanimous vote.

2. Topics

A. Reliever Airport Updates

Mike Wilson, Philip Tiedeman, and Blaine Peterson, MAC gave an update on the 2021 projects at each airport along with airport updates:

- | | | |
|-----|---|---|
| STP | - | RSAT: September 15 th via zoom. |
| | - | Winter Preparations: equipment/chemicals/storage. |
| | - | Holman’s Table – expanded hours. |
| | - | Airfield Painting; closure/runways/curbs/ramps. |
| 21D | - | Runway 14-32 Replacement Project timeline 2020-2022 (4 phases). |
| | - | Crack sealing on the north taxiway. |
| ANE | - | Taxi-Lane Pavement Reconstruction – complete. |
| | - | Annual BBQ September 13. |
| | - | Midwest ATC Tower Manager Retirement: Neil Otey. |
| | - | 25 th Tower Anniversary. |

- MIC
 - Sign Project.
 - Service Road Signs/Runup Markings.
 - Painting Closure/no vehicle boxes/roads.
 - Fuel System: as of 8/2021 63,017.60 gallons of 100LL sold and 6,916.05 gallons of JetA sold.

- LVN
 - South Hangar Development Area – three hangars complete, one near completion, and one more in progress.
 - South Hangar Area Natural Gas – gas is in but not connected.
 - Events – Lunch and Learn September 21.

- FCM
 - Hangar construction has been progressing – new and ongoing.
 - MAC Construction – Completed Taxiway D and E Edge Lighting - Crack Sealing is in progress.
 - Events – RSAT September 17, Girls in Aviation, September 25 and FCM BBQ September 27.

B. Non-Aeronautical Revenue Update

Eric Johnson, MAC gave an update on the non-aeronautical revenue for the Relievers.

- LVN - Boise Cascade leasing 600,000 sq. ft – working on the lease.
 - Dick’s Sanitation leasing 87,000 sq. ft. and will phase in additional 76,000 sq. ft.
 - Industrial Truck Storage Area - leasing 20 acres.

MIC - Shingle Creek Water District Phosphorous Water System – 40 acres.

FCM - City to renew the Ballfield Lease long-term.

ANE - Working with a company on 74,000 sq. ft.

C. Reliever Financial Update

Kelly Gerads, MAC gave a presentation on the Reliever Financials 2019-2021, January through June timeframe. Kelly reported on commercial percentage fees, fuel flowage fees, landing fees, and fuel flowage gallons. 2019 was economically a strong year and it flowed into 2020. 2020 numbers are a bit down due to Covid beginning in March and through April 2020, however, the numbers do come back in 2021 and the Reliever Airports remain to be doing well.

D. Reliever Lease Forms Update

Kelly Gerads, MAC gave an update on the lease forms and renewal process. There will be about 600 leases renewed beginning in May 2022. There was a discussion with RAAC Leadership in August 2021, letters were sent to Aircraft Storage Tenants in September 2021 inviting comments, will refine the draft lease based on tenant comment in October 2021, and anticipating Commission authorization of the revised form in November 2021.

E. Director's Report

Joe Harris, MAC presented the Reliever Airports Operations numbers for the timeframe August 2020 and August 2021. There was an increase at all airports as follows in 2021:

LVN – up 77%
ANE – up 50%
MIC – up 24%
FCM – up 17%
21D – up 90%
STP – up 92%

Relievers are focusing on the following:

- Safety – winter operation preparation and RSAT's.
- Business Administration –lease form revisions, hangar development, O&M expenses/revenues.
- Communication and Outreach – airport newsletters, virtual luncheons, events.
- Construction and Planning – Draft 2022 CIP

3. Tenant Comments/Concerns

Lance Fisher, Flying Cloud Airport RAAC Rep gave compliments on the projects at FCM.

Commissioner Braj Agrawal stated he was happy with the progress on the non-aeronautical revenue at the Reliever Airports and he thanked MAC Staff.

4. Future Meetings Schedule:

**Meetings will be held at: Virtual via Microsoft Teams
Tuesday – December 14, 2021**

The meeting adjourned.

Respectfully submitted,
Kelly K. Ubel, Recording Secretary Kelly.ubel@mspmacc.org

