

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

Tuesday – June 08, 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 – 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; Andrew Hanson; Dana Nelson; Mike Harder; Jennifer Lewis; Michele Ross; Bridget Rief; Lydia Werner 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:

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|-----|---|--|
| STP | - | Taxi-Lane Edge Lighting Project - east of runway 14/32 will commence in June/July 2021. |
| | - | Storm Sewer 2021 Project - near St. Paul Flight Center, completion around June 11. |
| | - | Airport Security/Police Operations/K9 on-site. |
| | - | Mowing Operations/Grass Inhibitor. |
| 21D | - | Runway 14-32 Replacement Project timeline 2020-2022 (4 phases). |
| | - | Hangar Development – five hangars complete or near completion and others in various stages of development. |
| | - | Rotating Beacon has been repaired. |
| ANE | - | Hangar Development – one lot under construction. |
| | - | Taxi-Lane Pavement Reconstruction – completion in July. |
| | - | Tower Equipment Maintenance – MnDOT Aeronautics. |
| MIC | - | Mowing Operations/Grass Inhibitor. |
| | - | Sign Project – upgrading certain signs to LED. |
| | - | Service Road Signs. |

- Runup Area Painting.
 - Fuel System.
- LVN
- Wash Rack Area – the electronic valve issue has been repaired.
 - South Hangar Development Area – one hangar is complete, one near completion, and three more active.
 - Gas and Power are available but not yet connected.
 - Events – Pan-O-Prog and Fly-In Breakfast, July 11.
- FCM
- Hangar construction has been progressing – new and ongoing.
 - MAC Construction – Taxiway D and E Edge Lighting and Crack Sealing.
 - Events – Air Expo, July 24/25 and Girls in Aviation, September 25.

B. Aesthetics Compliance Update

Rob Dockry, MAC gave an update on the compliance process. There are 577 leases that will expire in 2022-2023. Renewal Process letters were sent out to those tenants. Compliance letters were sent to 100 tenants whose hangars have aesthetics issues that would preclude them from getting their lease renewed. At least 45 hangars are in the process of making improvements for a lease renewal and at least 10 hangars have completed improvements to position them for a lease renewal.

C. Quarterly Reliever Review

Kelly Gerads, MAC gave a presentation on the 2018-2020 Activity Based Revenue vs. Operating Expense for the Reliever Airports based on the financial model. As expected with the pandemic timeframe, the 2020 numbers are a bit down, however, the Reliever Airports remain to be doing well.

D. Reliever Long-Term Comp Plan and Airport Planner Position Update

Bridget Rief, MAC introduced Lydia Werner, new Airport Planner for the MAC. Lydia Werner replaced Neil Ralston as Neil has a different role at MAC. Lydia mentioned that she previously worked at the MAC as an intern, and most recently worked for Mead & Hunt, Minneapolis. Lydia is happy to be working at MAC.

Bridget gave an update on the Long-Term Comp Plans for the Reliever Airports with timelines as of current date.

- FCM 2040 Long-Term Comp Plan / Q2 2021 to Q3 2022
- MIC JAZB Process / Q3 2021 to Q4 2022
- LVN Environmental Review and ALP / Q4 2021 to Q2 2023
- LVN JAZB Process / Q1 2023 to Q2 2024
- STP Long-Term Comp Plan and ALP (begins when FCM is done) / Q4 2022 to Q1 2024
- STP JAZB Process / Q1 2024 to Q4 2025
- ANE Long-Term Comp Plan and ALP / Q4 2023 to Q1 2025
- ANE JAZB Process / Q4 2024 to Q4 2025

E. Reliever Communication Update

Dana Nelson, MAC presented a graphic for the Reliever Airports called “Reliever Airports by The Numbers”. The graphic lists interesting pieces of information, such as, total number of leases, number of runway/taxi lights, and number of annual flight operations to name a few. Dana also mentioned that the monthly Reliever Airport Newsletters for all 6 Relievers have been launched with 540 subscribers to date and shared the upcoming Reliever Airport events planned for the summer.

F. Director’s Report

Joe Harris, MAC shared the Reliever flight operations numbers for the month of May 2019 - 2021. St. Paul/Downtown up 88%, Flying Cloud up 15%, Anoka County/Blaine up 16%, Crystal up 15%, Airlake down -17%, and Lake Elmo down -2%.

Joe gave an update on Non-Aeronautical Revenue at Airlake Airport. At the west end of the airport, Boise Cascade is interested in leasing 13.75 acres. The potential lease would carry a 20- year term and would generate \$2.8 million in revenue. Seeking Commission approval in September.

Dick’s Sanitation is interested in initially leasing 2 acres with the potential of adding 3.5 acres later. The 2 acres would generate roughly \$4,000 monthly.

At the NE corner of the airport, space is available for light industrial or commercial development.

G. RAAC Chair/Vice Chair Position Discussion

Discussion took place regarding the RAAC Chair and Vice Chair positions. It was voted on that John Krack will represent the RAAC as Chair for a two-year term and Glenn Weibel will represent RAAC as Vice Chair for a two-year term.

3. Tenant Comments/Concerns

John Grosen, Crystal Airport RAAC Rep stated that the investments and improvements being made at Crystal Airport are greatly appreciated by the users.

4. Future Meetings Schedule:

Meetings will be held at: Virtual via Microsoft Teams

Tuesday – September 14, 2021

Tuesday – December 14, 2021

The meeting adjourned.

Respectfully submitted,

Kelly K. Ubel

Recording Secretary Kelly.ubel@mspmacc.org

