

The Brookings Airport Board was called to order by Brian VanLiere on Tuesday, July 18, 2019 at 3:30 PM in Conference Room # 241 located on the second floor of the City & County Government Center at 520 3rd Street. Members present were Orv Smidt, Lynn Riedesel, Judy McLaughlin, Jason Baker and VanLiere. Also present were Airport Manager Matthew Sommerfeld, and Paul Hanusa – FBO.

Item #2 – (Riedesel/McLaughlin) Motion to approve the agenda. All present voted aye. **MOTION CARRIED.**

Item #3 – (McLaughlin/Smidt) Motion to approve the June 20, 2019 minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – The next meeting is scheduled for Thursday, August 15, 2019 at 3:30pm in the City & County Government Center at 520 3rd Street.

Item #5 – Helm’s Update – The bid opening for the ramp project is scheduled for July 29th.

Item #6 – Proposed Airport Fees for 2020 – Management is looking for possibilities for fee income to increase revenue. They are possibly looking at increasing lease fees and applying lease late fee charges. Additionally new fees have been looked at such as landing fees. The FBO would keep track of these and they would collect 10% of the income received. State aircraft would be exempt from this fee. VanLiere’s concern would be that these fees could make the airport unattractive. So he suggests keeping them simple.

Items #7 Airport Manager’s Report – Parking near the United Development hangar has caused some safety concerns. Staff is looking at getting a parking lot started in this area.

It has been approved to start the painting of the centerline and edge markings (this was a delinquency in a recent FAA inspection). Sommerfeld will talk to SDSU about a good time to complete this project as it will require a few hours of runway shutdown.

A new sign is going to be installed to direct people. Isaac Wilde has initiated the installation but the City will utilize the sign also and will share in the cost.

Riedesel reported that he has had continuous flooding issues in and around his hangar. A contractor looked at the issue and the problems are because the grading is higher than his hangar floor. Riedesel wondered if Helm's could look at lowering the grade of the dirt around his hangar.

Sommerfeld wondered if any of the board members would be interested in serving on a "Operations Development Committee" if he were able to get this started. He would also ask for members from other entities. He will talk to City Staff and report back to the board.

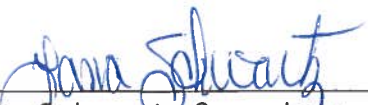
Items #8 FBO Report - CAP wants to bring a glider to the airfield and they are wondering if it can be parked on the taxi lane near Intermills hangar. Sommerfeld thought this would be a good place.

The Fly-In had a good turnout this year considering they had to reschedule it and it wasn't advertise much.

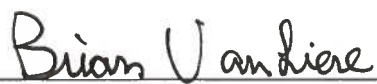
Items #9 SDSU Report - None.

Items #10 Other Items & Reports -

The meeting was adjourned.



Lana Schwartz, Secretary



Brian VanLiere, Chairperson