

**Decorah Airport Commission
Meeting Minutes
Airport Lounge**

July 20, 2017 – 4:00pm

1) Roll Call

Attending: Keith Fabien, Kevin Thompson, David Bakken and Brett Willie.

Absent: Russell Norris

Staff present: Mike Connell and Chad Bird. Also present, Mike Bearden from CGA consulting.

2) Consider approval of claims

a)	Hovden Oil	Dyed Diesel #2	\$548.14
b)	Decorah Rental	tables and chairs	\$227.90
c)	Rockweiler Appliance	AC for lounge	\$608.14
d)	Fuelmaster – syn-tech systems	memory and upgrade	\$894.00
e)	Sherwin-Williams	paint and supplies	\$100.10
f)	Lynch BBQ	Air Race Classic	\$245.00
g)	Wal-Mart	Ice	\$ 23.88
h)	Wal-Mart	misc supplies	\$196.54
i)	Fareway	food and supplies	\$272.29
j)	City / paper products	supplies	\$ 68.51
k)	1 st Impression Sign	signs for ARC	\$542.32

Fabien moved and Bakken seconded a motion to approve the claims as presented.

Ayes – unanimous. Motion carried.

3) Consider approval of minutes

Bakken moved and Fabien seconded approval of minutes from the June 14, 2017 regular meeting.

Ayes – unanimous. Motion carried.

4) Discussion regarding large aircraft hangars / terminal

Bearden, from CGA was present to review the initial plans and specifications regarding the large aircraft hangar. He reviewed the size, doors, windows and lights. He also briefed the commission on building code requirements. There was general discussion regarding the financial arrangements and Bird noted he had hoped to visit with Gundersen soon on those details.

Bearden also reviewed the timeline for construction.

5) Air Race Classic

a) Final report

Connell and Willie reported the event went very well and the commission and volunteers received high remarks for a well-organized effort. The commission thanked the chamber and tourism for their work and for the wonderful volunteers that stepped up to assist in so many ways.

6) Hangar Rentals

Bird noted there was no report this month.

7) Airport Manager's Report

a) Year-end budget report

Bird walked through the year-end FY17 budget and provided an update on the final budget numbers. He noted the airport budget was over spent by about 17%. Expenses were up \$27,288 over the budgeted amount. He also noted that revenue was up \$31,968 over the budgeted revenues.

Bird then reviewed the FY18 budget which was implemented on July 1.

Airport commission
July 20, 2017
Page two

8) Other business

There being no other business, the meeting was adjourned at 5:25pm

Submitted by:

A handwritten signature in blue ink, appearing to read "Chad Bird".

Chad Bird
City Manager