

The Brookings Airport Board was called to order by Brady Klocker on Friday, May 31, 2024 at 9:00 AM in Conference Room #241, Second Floor. Members present were Lynn Riedesel, Brian VanLiere, Isaac Wilde, and Klocker. Absent was Dan Krogstad. Also present were Airport Manager Lucas Dahl, Maintenance Technician Brett Torgrude, City Engineer Charlie Richter, Public Works Director John Thompson, FBO-Randy Hanson, Kyle Rausch, Chris Funk and Devon Bastemeyer.

Item #1 - Roll Call

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

Item #3 – (Wilde/Klocker) Motion to approve the April 18, 2024 minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – New Hangar Construction – Dahl explained that Kyle Rausch, Dakota Land Design LLC, is going to build a 60'X200' hangar. This new hangar will require an extension to the taxiway, staff is working with the FAA to determine the funding of this extension. Rausch explained that they hope to get started on the construction ASAP but the project probably will not be complete until winter time. Rausch also explained that the lease will be with another entity, not Dakota Land Design LLC. He will get this information to the city to be able to prepare a lease agreement. Once this lease is approved by the Airport Board, City Council will also need to approve it. Riedesel inquired about restrictions with walk-in traffic from the outside. Rausch and Dahl will look into this. Rausch explained that they are working on a drainage plan with Engineering staff.

(Klocker/Wilde) Motion to approve the lease for the new hangar. All present voted aye. **MOTION CARRIED.**

Item #5 – Discuss Airport Fees and Future Revenue and Funding – Dahl explained that we annually review the Fee Schedule. Some proposals for 2025 are increases in the flowage fee from 8 cents to 12 cents for the FBO and 10 cents to 16 cents for all others. For reference, Bismarck, ND charges a \$1.00 per gallon fee for fuel flowage fees. Riedesel asked why we need to consider raising these fees. Thompson explained that the revenue coming to the Airport from the Landfill is going to be reduced in the next few years and we need to look at ways to obtain revenue. Dahl explained that we will hire a consultant to review fees. Dahl explained that staff is looking at ways to cutback on expenses also. Staff is looking at increasing revenue but also decreasing expenses. Wilde is interested in staying in line with other airports within South Dakota but maybe not look into airports in other states. He also would like to see a fee structure with anticipated increases. Thompson explained that a

consultant would provide this. Hanson explained that the FBO also has to pass along the increase to their customers and he wonders if they will now be competitive. Fees need to be compared to other airports that have any FBO. Dahl also explained the proposed increase in Hangar Application Fees from \$50 to \$150 and increase in Gate Card fees from \$20 to \$25. Wilde would like to see an incremental fee to the increases. Thompson explained that the consultant would focus the study on a fee schedule. VanLiere is hoping that a consultant will have some suggestions so we don't run people off of the airport with excessive fees. Wilde would maybe like to see a 25% increase in fees. Wilde wants to be sure that a ceiling gets applied to the fuel flowage fee amount. The Board encourages the City to move forward with hiring a consultant to perform a Fee Impact Study.

(VanLiere/Klocker) Motion to increase the flowage fees to 10 cents for FBO and 13 cents for others, increase the Hangar Application Fee to \$150 and increase Gate Card fees to \$25.00. All present voted aye. **MOTION CARRIED.**

Item #6 - Airport Manager's Report – Dahl explained that the Hangar Inspections are scheduled for June 18th, letters have been sent out. The card reader for the terminal gate has been fixed. The FAA has not communicated the decision on the discretionary money. Pavement Conditions reporting is being conducted by Helms so they have been out doing some PCI testing.

Item #7 – SDSU Report – Bastemeyer stated that they have obtained two new airplanes and sold one. The Air Force Academy will be bringing students in again this summer. The Pancake Fly-In is scheduled for July 13th.

Item #8 - FBO Report – Hanson said they will be offering a fuel discount for the Fly-In in July.

Item #9 Next Scheduled Meeting – June 20, 2024.

Item #11 – Adjourn

Lana Schwartz, Secretary

Brady Klocker, President