



Airport Operating Board Meeting Minutes December 19, 2024 @ 3:00 pm

Chairman: Call to Order by B. Wood at 3:00 p.m.

Roll Call and Pledge of Allegiance:

B. Wood, A. Motensen, A. Erickson present, K. Young not present.

Approve Meeting Minutes (action)

A. Erickson moved to approve the November meeting minutes. All voted yes; motion passes.

Treasurer Report for November:

| | | |
|---------------------|-------------|-------------------------|
| Operating Revenue: | \$197,512 | |
| Total Expenses: | \$1,603,375 | |
| Operating Expenses: | \$317,887 | |
| Capital Expenses: | \$128,5488 | |
| Total Cash: | \$712,278 | Unrestricted: \$712,278 |

November General Claims (action)

A. Erickson moved to approve the amended November General Claims. All voted yes; motion passes.

Citizens Business

None

Action Item:

Approve City Attorney contract extension – A. Mortensen moved to approved the enter into a new two (2) year Professional Services Agreement with Janean Parker for airport attorney services. All voting yes.

Hangar/Building Occupancy Report (update)

100% occupancy. 61 names on the list. 31 of those are for aviation use.

Airport Manager's Report

Project Updates -

Fuel Tank Project - Accurate Electric was on site December 16th and prepped the light pole for installation. Full installation was complete yesterday - December 18th.

Airport truck - The amber light kit and radio has been installed by Day Wireless. The truck is complete at this time.

Airport Board Member Reports

B. Wood – Attended audit exit meeting - Very complimentary. "It doesn't get any better than this" Merry Christmas

K. Young – None

A. Mortensen – Do not know who will be the next representative - send details to the Clerk and she will forward to whomever will be attending. Thank you all for keeping the airport going!

A. Erickson – Attended audit exit meeting - No findings. Great review.

Review of any follow-up items identified in today's meeting.

None

Adjourn Board Meeting

Board chairman: Wrap up at 3:22 p.m. and announce next board meeting date (January 16, 2025 at 3:00 p.m.).