

**Announcement of Meeting
Airport Board
Regular Meeting Agenda**

Tuesday, June 3, 2025

4:30 PM

Luverne Municipal Airport

A. CALL TO ORDER

B. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

B.1. [2025-169](#) March 4, 2025 Airport Board Minutes

Attachments: [2025-03-04 Airport Minutes](#)

C. FINANCIAL REPORT

C.1. [2025-174](#) Airport Financial Report as of May 28, 2025

Attachments: [05-2025 Airport Reports](#)

D. CITY ADMINISTRATOR REPORT

D.1. [2025-170](#) Hangar Lease Update

Attachments: [2025-05 Airport Hangar Tenants
Hangar Comparisons](#)

D.2. [2025-171](#) Airport Fly-In
- August 23?
- Increase Breakfast Prices? Last year: \$8 for adults, \$5 for kids
- 25% discount for inflatables due to early pickup last year

Attachments: [Fly-In Checklist 2025](#)

E. AIRPORT ACTIVITIES - BEN BAUM, FBO

F. DGR ENGINEER REPORT

F.1. [2025-172](#) AWOS Relocation

F.2. [2025-173](#) 5-Unit Hangar Project Update

G. OTHER, IF ANY

H. ADJOURNMENT

Staff Report

File #: 2025-169

Agenda Date: 6/3/2025

Agenda #: B.1.

March 4, 2025 Airport Board Minutes

Announcement of Meeting
Airport Board
Regular Meeting Minutes

Tuesday, March 4, 2025

4:30 PM

Luverne Municipal Airport

A. CALL TO ORDER

A Regular Meeting of the Airport Board was held in the Airport Board Room, commencing at 4:45 PM.

Present: Kevin Aaker, Jon McLendon, Jim Juhl and Ryan Gee

Absent: Jeremy Lehman

Additional Attendees: Jill Wolf, Ben Baum, Brian Meyer, David Feilmeier

B. OATHS OF OFFICE

Ryan Gee - Term expires January, 2027

Jim Juhl - Term expires January, 2027

C. ELECTION OF OFFICERS

C.1. 2025-71 Elect Juhl as Chair, McLendon Vice-Chair, and Gee as Secretary

A motion was made by Gee, seconded by Juhl, that this Motion be approved. The motion carried by a unanimous vote.

D. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

D.1. 2025-73 December 3, 2024 Airport Board Minutes

A motion was made by McLendon, seconded by Gee, that the Airport Minutes be approved. The motion carried by a unanimous vote.

E. FINANCIAL REPORT

E.1. 2025-72 Airport Financial Report as of February 25, 2025

A motion was made by Aaker, seconded by McLendon, that this Motion be approved. The motion carried by a unanimous vote.

F. CITY ADMINISTRATOR REPORT

F.1. 2025-74 MNDOT Aeronautics Equipment Grant

Wolf reported award of grant to purchase mower.

F.2. [2025-70](#) Review Hangar Leases

Discussed a market rate study on hangar lease rent.

Review of current leases

- Aviation primary use
- Project planes must be actively showing progress
- 30-day time frame to correct situation and 6 months to vacate

There are 12 interested parties on the hangar waiting list. Staff will send letters to tenants out of compliance.

F.3. [2025-76](#) Future Projects

- New Hangar
- Airport Layout Plan

Board discussed prioritizing new hangar or airport layout plan (ALP). Decision was made to first move forward with 5-unit hangar in northwest corner, then apply for ALP funding when hangar is complete.

G. AIRPORT ACTIVITIES - BEN BAUM, FBO**H. DGR ENGINEER REPORT****H.1. [2025-77](#) AWOS Relocation****H.2. [2025-78](#) Seal Coat Project Closeout****H.3. [2025-79](#) 6-Unit Hangar Project Update**

DGR will begin plans and environmental studies for a 5-unit hangar in 2025, apply for funding in spring 2026, construction summer/fall 2026, and completed by spring 2027.

I. OTHER, IF ANY

Next Meeting will be held on June 3, 2025.

I.1. [2025-75](#) 2025 Minnesota Airports Conference

The annual Minnesota Airports Conference is April 23-25 at the Mayo Clinic Health System Event Center in Mankato. The conference aims to deliver the most up-to-date and advanced information for Minnesota aviation professionals and provide an opportunity for industry and government officials to exchange ideas on funding, trends, airport management, operations, maintenance, and best practices. To register, visit airtap.umn.edu/events/airportsconference/2025.

J. **ADJOURNMENT**

A motion was made by McLendon, seconded by Gee, to adjourn the meeting at 5:53 PM. The motion carried unanimously.

/s/ Jill Wolf

Staff Report

File #: 2025-174

Agenda Date: 6/3/2025

Agenda #: C.1.

Airport Financial Report as of May 28, 2025



City of Luverne, MN

Balance Sheet

Account Summary

As Of 05/28/2025

Account	Name	Prior Year Balance	Current Year Balance	Variance Favorable / (Unfavorable)
Fund: 209 - AIRPORT				
Assets				
209-11110	Cash in Bank - Airport	184,396.17	171,814.47	-12,581.70
209-11800	Long Term Lease Receivable	50,048.00	50,048.00	0.00
209-11801	Short Term Lease Receivable	44,649.00	44,649.00	0.00
209-12520	Due from State of Minnesota	27,970.21	27,970.21	0.00
209-12611	Accounts Receivable	1,885.00	9,280.00	7,395.00
209-12633	Credit Card Receivables	1,201.67	1,478.61	276.94
209-14103	Inventory - Airport Fuel	30,688.97	25,534.60	-5,154.37
209-14114	Inventory - Jet Fuel	15,598.24	14,805.68	-792.56
Total Assets:		356,437.26	345,580.57	-10,856.69
Liability				
209-21120	Accounts Payable	1,448.95	5.98	1,442.97
209-21800	Deferred Inflows - Leases	98,380.00	98,380.00	0.00
Total Liability:		99,828.95	98,385.98	1,442.97
Equity				
209-26501	Non-Spendable for Inventory	46,287.21	40,340.28	-5,946.93
209-26699	Undesignated Fund Balance	216,268.03	216,268.03	5,946.93
Total Beginning Equity:		262,555.24	256,608.31	0.00
Total Revenue		504,167.45	108,282.11	-395,885.34
Total Expense		294,612.25	117,695.83	176,916.42
Revenues Over/(Under) Expenses		209,555.20	-9,413.72	-218,968.92
Total Equity and Current Surplus (Deficit):		472,110.44	247,194.59	-224,915.85
Total Liabilities, Equity and Current Surplus (Deficit):		571,939.39	345,580.57	-226,358.82



Budget Report

Account Summary

For Fiscal: 2025 Period Ending: 05/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 209 - AIRPORT							
Revenue							
209-33163	Federal Airport Construction Aid	65,000.00	65,000.00	0.00	0.00	-65,000.00	100.00 %
209-33462	Airport Aid - Maintenance	0.00	0.00	0.00	18,330.40	18,330.40	0.00 %
209-34750	Aviation Fuel Sales	65,000.00	65,000.00	122.50	20,649.16	-44,350.84	68.23 %
209-34752	Jet Fuel Sales	60,000.00	60,000.00	0.00	1,019.30	-58,980.70	98.30 %
209-34921	Airport Hangar Rent	50,000.00	50,000.00	10,290.00	22,575.00	-27,425.00	54.85 %
209-36307	Lease Income	4,400.00	4,400.00	400.00	2,000.00	-2,400.00	54.55 %
209-38101	Interest Earnings	959.00	959.00	0.00	0.00	-959.00	100.00 %
209-38300	Property Rental	52,400.00	52,400.00	0.00	23,708.25	-28,691.75	54.76 %
209-39201	Transfer from General	20,000.00	20,000.00	0.00	20,000.00	0.00	0.00 %
Revenue Total:		317,759.00	317,759.00	10,812.50	108,282.11	-209,476.89	65.92%
Expense							
209-43186-2212	Fuel	5,000.00	5,000.00	0.00	1,351.12	3,648.88	72.98 %
209-43186-2213	Lubricants & Additives	400.00	400.00	0.00	159.62	240.38	60.10 %
209-43186-2221	Equipment Parts & Maintenance	5,000.00	5,000.00	0.00	586.24	4,413.76	88.28 %
209-43186-2222	Tires	500.00	500.00	0.00	0.00	500.00	100.00 %
209-43186-2223	Building Maintenance	1,000.00	1,000.00	0.00	3,265.00	-2,265.00	-226.50 %
209-43186-2225	Grounds Maintenance	0.00	0.00	75.00	1,672.56	-1,672.56	0.00 %
209-43186-2228	Vehicle Parts & Maintenance	500.00	500.00	0.00	725.17	-225.17	-45.03 %
209-43186-2241	Small Tools & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
209-43186-2255	Resale Aviation Fuel	55,000.00	55,000.00	0.00	16,231.57	38,768.43	70.49 %
209-43186-2256	Resale Jet Fuel	55,000.00	55,000.00	0.00	792.56	54,207.44	98.56 %
209-43186-2261	General Supplies	10,000.00	10,000.00	0.00	64.35	9,935.65	99.36 %
209-43186-3303	Engineering Services	70,000.00	70,000.00	0.00	30,915.78	39,084.22	55.83 %
209-43186-3308	Credit Card Fees	0.00	0.00	0.00	626.22	-626.22	0.00 %
209-43186-3312	Contractual Service	26,000.00	26,000.00	2,200.00	12,994.56	13,005.44	50.02 %
209-43186-3317	Central Garage Charge	10,859.00	10,859.00	0.00	0.00	10,859.00	100.00 %
209-43186-3321	Telephone Charges	3,000.00	3,000.00	-50.00	386.12	2,613.88	87.13 %
209-43186-3349	Advertising	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
209-43186-3351	Printing & Publishing	500.00	500.00	0.00	0.00	500.00	100.00 %
209-43186-3361	General Liability Insurance	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
209-43186-3362	Property Insurance	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
209-43186-3363	Automotive Insurance	250.00	250.00	0.00	0.00	250.00	100.00 %
209-43186-3365	Other Insurance	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
209-43186-3381	Electric Utilities	18,000.00	18,000.00	1,547.54	10,636.38	7,363.62	40.91 %
209-43186-3382	Water Utilities	700.00	700.00	34.89	154.83	545.17	77.88 %
209-43186-3384	Refuse Disposal	2,200.00	2,200.00	271.85	1,359.25	840.75	38.22 %
209-43186-3389	Miscellaneous Utilities	150.00	150.00	13.50	67.50	82.50	55.00 %
209-43186-3403	Repair & Maintenance Service	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
209-43186-3478	Fuel Flowage Fee	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
209-43186-3491	Dues & Subscriptions	200.00	200.00	0.00	150.00	50.00	25.00 %
209-43186-3497	Licenses & Taxes	6,500.00	6,500.00	0.00	6,479.00	21.00	0.32 %
209-43186-3499	Miscellaneous Expenditures	2,000.00	2,000.00	0.00	250.00	1,750.00	87.50 %
209-49935-5572	Heavy Equipment	0.00	0.00	28,828.00	28,828.00	-28,828.00	0.00 %
Expense Total:		317,759.00	317,759.00	32,920.78	117,695.83	200,063.17	62.96%
Fund: 209 - AIRPORT Surplus (Deficit):		0.00	0.00	-22,108.28	-9,413.72	-9,413.72	0.00%
Report Surplus (Deficit):		0.00	0.00	-22,108.28	-9,413.72	-9,413.72	0.00%

AIRPORT ACCOUNTS RECEIVABLE

Invoices unpaid as of 05/28/2025

Customer	Purpose	Bill Date	Amount	1-30	31-60	61-90	> 90	TOTAL	TOTAL AMOUNT DUE
South Dakota Skydivers	Jul Hangar rent/Internet	5/15/2025	385.00	385.00				385.00	385.00
David Paquette	3rd Q Hangar rent	5/15/2025	270.00	270.00				270.00	270.00
Steve Odland	3rd Q Hangar rent	5/15/2025	270.00	270.00				270.00	270.00
Dakota Cub Aircraft	3rd Q Hangar rent	5/15/2025	810.00	810.00				810.00	810.00
Dean Tofteland	3rd Q Hangar rent	5/15/2025	660.00	660.00				660.00	660.00
Clement Aviation	3rd Q Hangar rent	5/15/2025	540.00	540.00				540.00	540.00
Glenn R Thiele	3rd Q Hangar rent	5/15/2025	345.00	345.00				345.00	345.00
Ryan Gee	3rd Q Hangar rent	5/15/2025	1,215.00	1,215.00				1,215.00	1,215.00
David Beulke	3rd Q Hangar rent	5/15/2025	660.00	660.00				660.00	660.00
Tailwinds Aircraft Services	3rd Q Hangar rent	5/15/2025	1,200.00	1,200.00				1,200.00	1,200.00
Jan Fodness	3rd Q Hangar rent	5/15/2025	270.00	270.00				270.00	270.00
Coral Air LLC	3rd Q Hangar rent	5/15/2025	570.00	570.00				570.00	570.00
Juhl Aviation	3rd Q Hangar rent	5/15/2025	660.00	660.00				660.00	660.00
Joseph Schomacker	2nd Q Hangar rent	2/18/2025					270.00	270.00	
Joseph Schomacker	3rd Q Hangar rent	5/15/2025	270.00	270.00				270.00	540.00
Tull Companies	3rd Q Hangar rent	5/15/2025	270.00	270.00				270.00	270.00
Blaise Fogarty	3rd Q Hangar rent	5/15/2025	270.00	270.00				270.00	270.00
Matthew Bickel	3rd Q Hangar rent	5/15/2025	345.00	345.00				345.00	345.00
Total			<u>\$ 9,010.00</u>	<u>\$ 9,010.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 270.00</u>	<u>\$ 9,280.00</u>	<u>\$ 9,280.00</u>

Customer Name	Account Total
South Dakota Skydivers	385.00
David Paquette	270.00
Steve Odland	270.00
Dakota Cub Aircraft	810.00
Dean Tofteland	660.00
Clement Aviation	540.00
Glenn R Thiele	345.00
Ryan Gee	1,215.00
David Beulke	660.00
Tailwinds Aircraft Services	1,200.00
Jan Fodness	270.00
Coral Air LLC	570.00
Juhl Aviation	660.00
Joseph Schomacker	540.00
Tull Companies	270.00
Blaise Fogarty	270.00
Matthew Bickel	345.00
	<u>\$ 9,280.00</u>

City of Luverne
Aviation Fuel Inventory
April 30, 2025

Aviation Fuel Facility

	Aviation Fuel			Jet A Fuel		
	Gallons	Cost	Pump Price	Gallons	Cost	Pump Price
Inventory as of 12/31/2024	7,923.67	30,688.97		5,016.64	15,598.24	
Add: Cost of fuel purchased	2,715.00	11,077.20		-	-	
Fuel available for sales	10,638.67	41,766.17		5,016.64	15,598.24	
Less: Ending inventory as of 04/30/2025	6,449.61	25,534.60	3.959092	4,761.74	14,805.68	3.109300
Cost of gas sold	4,189.06	16,231.57	4.90	254.90	792.56	4.00

Purchases:	Gallons	Cost	Cost/gallon	Gallons	Cost	Cost/gallon
4/9/2025	2,715.00	11,077.20	4.080000			

2,715.00	11,077.20
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Sales:	Aviation Fuel				Jet A Fuel			
	Gallons	Receipts	Credit Card Fees	Pump Price	Gallons	Receipts	Credit Card Fees	Pump Price
January	580.700	2,845.44	89.84	4.90	-	-	-	4.00
February	749.950	3,674.75	83.98	4.90	-	-	-	4.00
March	1,211.720	5,937.41	142.10	4.90	142.090	568.36	3.85	4.00
April	1,646.690	8,068.76	295.35	4.90	112.810	451.24	11.10	4.00
May								
June								
July								
August								
Sprayers - July/August price adj								
September								
October								
November								
December								
	4,189.060	20,526.36	611.27		254.900	1,019.60	14.95	

Current Price Per Gallon **\$ 4.90** **\$ 4.00**

Date of Last Price Change 11/11/2024 9/24/2024

100LL Average price per gallon

2024	5.16	2012	4.81
2023	5.55	2011	4.50
2022	5.48	2010	3.59
2021	4.01	2009	3.15
2020	3.86	2008	4.15
2019	4.25	2007	3.56
2018	4.46	2006	3.37

Airport Hangar Rent and Debt Information as of:		28-May-25									Y-T-D	Projected
		<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2025</u>
<u>REVENUE:</u>												
Annual Hangar Rent		37,707.36	38,640.00	38,883.00	38,845.00	36,840.00	33,870.00	39,525.00	50,260.00	49,845.00	22,575.00	50,000.00
<u>DEBT COSTS:</u>												
Old Hangar												
New Hangar												
State of MN 1994 0% loan		-	-	-	-	-	-	-	-	-	-	-
State of MN 1991 0% loan		-	-	-	-	-	-	-	-	-	-	-
State of MN 2007 0% loan		16,200.00	15,298.58	-	-	-	-	-	-	-	-	-
State of MN 2009 0% loan		13,980.00	13,980.00	13,980.00	13,980.00	6,746.37	-	-	-	-	-	-
State of MN 2011 0% loan		14,376.00	14,376.00	14,376.00	14,376.00	28,478.22	-	-	-	-	-	-
FFM Bank Loan (last pmt Aug 1, 2012)		-	-	-	-	-	-	-	-	-	-	-
Revenue over (under) expense		(6,848.64)	(5,014.58)	10,527.00	10,489.00	1,615.41	33,870.00	39,525.00	50,260.00	49,845.00	22,575.00	50,000.00

Annual Local Taxpayer subsidy	\$	25,000.00	\$	20,000.00	\$	20,000.00	\$	20,000.00	\$	20,000.00	\$	20,000.00	\$	20,000.00	\$	20,000.00
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Information on Current rents				
<u>Hangars</u>	(Billed quarterly in advance)			<u>Annual Rent</u>
Maintenance Building				
Hangar 5 Unit 1	Dakota Air Spray (DAS bought Wilbur Ellis Air LLC)			1,380.00
Hangar 5 Unit 2	VACANT as of 05/31/2025			1,380.00
Hangar 5 Unit 3	Thiele			1,380.00
Hangar 5 Unit 4	Dakota Air Spray (DAS bought Wilbur Ellis Air LLC)			1,380.00
Hangar 5 Unit 5	Matthew Bickel (As of 01/01/2024)			1,380.00
Hangar 4 Unit 1	Super 18 LLC			2,160.00
Hangar 4 Unit 2	Coral Air LLC			2,280.00
Hangar 4 Unit 3	Gee			2,160.00
Hangar 4 Unit 4	Gee			2,160.00
Hangar 4 Unit 5	Tailwinds Aircraft Services LLC			2,640.00
Hangar 4 Unit 6	Tofteland			2,640.00
Hangar 4 Unit 7	Juhl Aviation LLC			2,640.00
Hangar 4 Unit 8	Beulke			2,640.00
Hangar 3 Unit 1	AgriMax LLC			1,380.00
Hangar 3 Unit 2	Schomacker			1,080.00
Hangar 3 Unit 3	Odland			1,080.00
Hangar 3 Unit 4	Huntington			1,380.00
Hangar 3 Unit 5	Fogarty			1,080.00
Hangar 2 Unit 1	Paquette			1,080.00
Hangar 2 Unit 2	Raley			1,080.00
Hangar 2 Unit 3	Tull Companies			1,080.00
Hangar 2 Unit 4	Super 18 LLC			1,080.00
Hangar 2 Unit 5	Fodness			1,080.00
Hangar 1 Unit 1	South Dakota Skydivers - Billed monthly			2,160.00
Hangar 1 Unit 2	South Dakota Skydivers - Billed monthly			2,160.00
Hangar 1 Unit 3	Tailwinds Aircraft Services LLC (As of 01/01/2024)			2,160.00
Hangar 1 Unit 4	Clement			2,160.00
				<u>46,260.00</u>
<u>Storage Units</u>	(Billed annually in advance)			
Hangar 5 Unit 6	City use			-
Hangar 5 Unit 7	City use			-
Hangar 3 Unit 6	AgriMax LLC			900.00
Hangar 3 Unit 7	Gee			540.00
Hangar 2 Unit 6	Gary Mann			900.00
Hangar 2 Unit 7	VACANT			900.00
				<u>3,240.00</u>

Staff Report

File #: 2025-170

Agenda Date: 6/3/2025

Agenda #: D.1.

Hangar Lease Update

<u>Hangar</u>	<u>Space</u>	<u>Rent/Qtr</u>	<u>Last Name</u>	<u>First Name</u>	<u>N-Number</u>	<u>Lease Start</u>	<u>Company</u>
1	1	\$ 540.00	Link	Matt	N4750F	5/1/2000	South Dakota Skydivers, Inc.
1	2	\$ 540.00	Link	Matt		5/1/2000	South Dakota Skydivers, Inc.
1	3	\$ 540.00	Baum	Ben		1/1/2024	Tailwinds Aircraft Services, LLC
1	4	\$ 540.00	Clement	Larry	N8206H	12/1/2011	Clement Aviation, Inc.
2	1	\$ 270.00	Paquette	David	N4256E	1/1/2007	
2	2	\$ 270.00	Raley	James	N11297	1/1/2007	
2	3	\$ 270.00	Tull	Brian		7/14/2023	Tull Companies
2	4	\$ 270.00	Erickson	Mark		11/1/2006	Dakota Cub Aircraft (Super 18, LLC)
2	5	\$ 270.00	Fodness	Jan	N2629F	4/1/2022	
2	6	\$ 225.00	Mann	Gary	N/A	12/1/2000	
2	7	\$ 225.00			N/A		Vacant
3	1	\$ 345.00					Vacant
3	2	\$ 270.00	Schomacker	Joe		1/1/2023	
3	3	\$ 270.00	Odland	Steve	N32099	1/1/2007	
3	4	\$ 345.00	Huntington	Mark	N7731U	3/1/2007	MD Aviation, Inc
3	5	\$ 270.00	Fogarty	Blaise or Jayne	N1995H	11/1/2023	
3	6	\$ 225.00					Vacant
3	7	\$ 135.00	Gee	Ryan	N/A	2/14/2019	
4	1	\$ 540.00	Erickson	Mark	N1017S	11/1/2011	Dakota Cub Aircraft (Super 18, LLC)
4	2	\$ 570.00			N4591X	12/1/2022	Coral Air LLC
4	3	\$ 540.00	Gee	Ryan	N6466F	2/14/2019	
4	4	\$ 540.00	Gee	Ryan	N5702E	4/21/2017	
4	5	\$ 660.00	Baum	Ben	N11957	6/1/2023	Tailwinds Aircraft Services, LLC
4	6	\$ 660.00	Tofteland	Dean	N7881R	12/1/2022	Custom Farm Systems, Inc.
4	7	\$ 660.00	Juhl	Jim	N6477S	11/1/2022	Juhl Aviation LLC
4	8	\$ 660.00	Beulke	David	N49116	12/1/2022	
5	1	\$ 345.00	Schultz	Wade	N3070F	6/1/2023	Dakota Air Spray LLC
5	2	\$ 345.00					Vacant
5	3	\$ 345.00	Thiele	Glenn	N3029Z	7/6/2013	
5	4	\$ 345.00	Schultz	Wade	N602BG	6/1/2023	Dakota Air Spray LLC
5	5	\$ 345.00	Bickel	Matthew	N6968W	1/1/2024	
5	6	City Use			N/A		City of Luverne
5	7	City Use			N/A		City of Luverne

Hangar Comparisons

City	Population	Annual Rent	Quarterly Rent	Term of Lease	Increase Frequency
Ely, MN	3268	\$ 1,200.00	\$ 300.00	1 year	
Isle, MN	751	\$ 350.00	\$ 87.50	10 years	Reviewed annually
Pipestone, MN	4141	\$ 2,760.00	\$ 690.00	5 Years	Reviewed annually
Rushford, MN	1860	\$ 1,500.00	\$ 375.00	until terminated	Has never been increased
Sibley, IA	2860	\$ 1,800.00	\$ 450.00		Rent is higher for newer hangars
Tower, MN	430	\$ 1,174.50	\$ 293.63		Reviewed annually
Windom, MN	4798	\$ 1,200.00	\$ 300.00		
Worthington, MN	13,726	Varies		1 Year	Every 3 years
<i>Luverne</i>	<i>4946</i>	<i>\$540 - 2640</i>	<i>\$135-660</i>	<i>1 year</i>	

Staff Report

File #: 2025-171

Agenda Date: 6/3/2025

Agenda #: D.2.

Airport Fly-In

- August 23?
- Increase Breakfast Prices? Last year: \$8 for adults, \$5 for kids
- 25% discount for inflatables due to early pickup last year

FLY-IN BREAKFAST

Saturday, August 23, 2025

7 am – 12 pm

FOOD/BEVERAGES	(Vendor)	(Assigned to task)
Pancake/Sausages	ChrisCakes	Jill/Mandy
Syrup/Butter		
Juice/Coffee		
Milk	Prairie Farms	Jon
2 Guys to help Set-up @ 5am	ChrisCakes	Hockey Club
SUPPLIES		
Plates/Utensils/Cups	ChrisCakes	
18 Picnic Tables, 5 Tables	Public Works	Jill/John S
Trash Cans, Liners, Dumpster	Public Works	Jill/John S
Inflatables	Bounce Around Inflatables	Jon
Vests/Cones	Public Works	Jill/John S
Tickets		Jim
\$400 in small bills, cash box	City Finance	Jill
VOLUNTEERS		
Permits/licenses		Jim
Set-up		Public Works
Registration		
Parking Cars 40-50 cars	Ken Vos & John Call	Jill
Serving Food/Clearing	Hockey Association	Jill get check for \$500
Clean-up		Public Works
Young Eagles		Jim, City donates fuel
MARKETING		
Flyers	Star Herald, Chamber, Area Airports	Mandy
Letters to Car Owners	List from Chamber	Mandy
Letters to Hangar Renters		Mandy
Contact Jerry Aanenson		Jill
Contact Skydivers	Skydive Adventures	Ben
Contact MNDOT		Mandy
Contact Fagen Fighters		Ben
Contact Air Ambulance	Sanford	Kevin

Staff Report

File #: 2025-172

Agenda Date: 6/3/2025

Agenda #: F.1.

AWOS Relocation

Staff Report

File #: 2025-173

Agenda Date: 6/3/2025

Agenda #: F.2.

5-Unit Hangar Project Update