

13 June 2019 Airport Board Meeting:

Members Present: Shannon Kruse, President; Gerald Rieber, Vice President; Mike Cartney, Secretary; Les McElhaney, Board Member; Councilman Bruce Buhler, Ex-officio; Airport Manager Todd Syhre, Ex-officio

Excused: Mike Tomlinson, Board member; Mayor Sara Caron, Ex-officio;

Others present: Angela Yahne (SkyWest), Mitchell Walker (Mead and Hunt), Mike Schmidt (Helms), John and Brenda Yost (FBO), Don Ekert (KXLG), Dan Chrisler (Public Opinion), Richard Maag (Airport), Alan Byer (Premiere Auto Rental, Charlotte McElhaney (Lake City Rentals Inc.), Kay Byer (Premiere Auto Rental).

The meeting was called to order by the president. Gerald R motioned to approve the agenda, seconded by Les M. Motion carried unanimously.

Les M. motioned to approve the minutes from 13 May meeting, seconded by Gerald R. Motion carried unanimously.

**Public Comment.** None. (President allowed public comment on agenda items as they occurred)

**Motion: Recommend City Council issue notice of intent on the leasing space to Rovar LLC.** Les McElhaney noted a conflict of interest as he is a board member of Lake City Rentals, Inc. Rovar LLC was the only respondent to the Rental Car space lease RFP issued by the City. Rovar LLC proposal is to operate an Avis/Budget rental car business in the space. Alan Byer and Charlotte McElhaney both testified against allowing a national chain rental car come into Watertown, citing it would significantly negatively impact their business, and they felt the National Chain would not have sufficient business to stay. Both acknowledged they had the opportunity to provide a proposal, but cited the RFP was too restrictive and too intrusive because it requested financial information. Mike Cartney noted that the Board could only act on proposals that were submitted, and that the bid received from Rovar LLC appeared compliant with the RFP. Mike Cartney motioned to recommend the City Council move to Notice of Intent to Lease, in accordance with the process of responding positively to the Rovar LLC proposal. Second by Gerald R. No further discussion. With one abstention, Motion passed 3-0.

**Private Hangar Lease Review.** Informational Only. The board discussed the need for the review of the Private Hangar Lease, both wording and terms, on a regular basis is needed. The review should be part of the Airport Board's annual business. Board members positively acknowledged the task.

**Concept Budget Review.** Information only. Mead & Hunt reviewed the design and proposal. A revised draft will be provided to the board for review later this week. Mead & Hunt and Helms Associates will continue to prepare the documentation and plans to ensure we are prepared should Federal Funding become available. If funding does become available, the timeline to respond requires we have this work done upfront.

**Airport manager Report.** May Passenger loads are up 40% over April. The board will be looking at possible promotions to ensure we meet the 10,000 enplanement mark again this year.

**New Business.** None.

**Old Business.** None.

**Executive Session.** N/A.

**Next Meeting.** No next meeting date was set.

**Adjournment.** Mike C motioned to adjourn, Gerald R seconded. Motion carried.

Respectfully submitted,

/S/

Mike Cartney  
Secretary