



AIRPORT ADVISORY BOARD MEETING

May 19, 2026
6:00pm
Albert Lea Airport

In attendance were:

<i>Board Members</i>	<i>Present</i>	<i>Absent</i>
Darren Schone (President)	x	
Gerald Molkenthin	x	
Jerry Morstad	x	
Mark Light	x	
Michael Bowman (Secretary)	x	
Shelby Wang	x	
Steve Nesse (Vice President)	x	

Ex-Officos

Steven Jahnke, City Engineer/Director of Public Works
Reid Olson, Councilmen
Jim Hanson, Airport Manager
Jill Steinhauer, Public Works Office Specialist
Kyle Nickson, Sunrise Aviation Flight Instructor

Darren Schone called the meeting to order.

1) Approval of Board Minutes

Steve Nesse made a motion to approve the March minutes, Mark Light seconded it. The minutes were approved.

2) Master Plan Study

The plan was submitted to the FAA for review in the fall of 2022. Feedback from the FAA and the State has held this project up. The City finally received feedback last month and has now been working with Mead & Hunt to incorporate the feedback the FAA and State provided into the Master Plan. Once the Master Plan has been updated, it will be re-submitted for approval and once approved this project will be closed out and project grant applications should score higher, increasing grant funding possibilities.

3) Project Updates

The Clear Zone Acquisition Plan (CZAP) was submitted to the FAA last April, no comments or approval have been received yet.

The main focus of 2026 is the snow removal equipment (SRE) building door replacement project, the design of the new t-hangar unit, and the repairs/updates to the existing hangars.

In November, MNDOT Aeronautics notified the City that funding for the SRE door replacement is available if the work could be completed in 2026. The project involves replacing 14' doors with one wider door to better suit the larger equipment that has progressed over the years. The estimated cost (including engineering) is as follows:

Total Cost	\$359,500
State share	\$251,650 (70%)
City share	\$107,850 (30%)

Bolton & Menk will have more details regarding the SRE door replacement project and t-hangar design at the next meeting.

The hangar repairs/updates project will be split into two separate projects, door replacements/repairs and roof repairs, and resubmitted for state grant funds. With the anticipation of the master plan being completed the City is hopeful the projects will score higher and splitting the projects will increase the odds of at least one project being approved for state funds. If grant funds are not approved for these projects the City will solicit quotes to get the roof repairs completed using City funds.

See Bolton & Menk handout for additionally information on all of the above mentioned items.

4) Fixed Based Operate (FBO) Update

The City recently sought out proposals for an Airport Fixed-Base Operator (FBO), the current FBO agreement has not been renewed for many years. The City received four proposal and interviewed two candidates, city staff along with two airport advisory board members conducted the interviews in April. Steven Jahnke will be contacting the candidates in the next couple of weeks with the decision. The new contact is expected to be in place mid-summer.

5) New Business

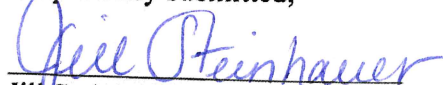
The glider contest started this week, there were 15 participates as of Tuesday, May 19th.

The spill bucket sensors in the airport fuel tank have been out-of-service. These sensors are not interfering with the use of the fuel system but are required by the MPCA to ensure environmental safety. City staff has been working with the MPCA to get these sensors repaired, the sensors should be functioning as required this week.

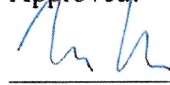
The next meeting will be held **Tuesday, July 14, 2026 at 6:00pm** at the airport.

Mark Light made a motion to adjourn, Michael Bowman seconded it. The meeting was adjourned.

Respectfully submitted,


Jill Steinhauer
Public Works Administrative Asst.

Approved:


Michael Bowman
Airport Advisory Board Secretary



ALBERT LEA MUNICIPAL AIRPORT (AEL)
AIRPORT BOARD MEETING
May 19, 2026
6:00 P.M.



1. Clear Zone Acquisition Plan (CZAP)

- a. CZAP submitted to MnDOT on April 9, 2025.
 - i. No comments or approval received yet.

2. 2025 Snow Removal Equipment Project

- a. Acquire a tractor with loader attachment.
- b. City has received tractor and FAA Grant Closeout Report was submitted on 2/19/26.

3. North 6 Unit T-Hangar

- a. Recommendation at 10/21 Airport Board meeting is to proceed with 6 Unit T-Hangar project in north building area.
- b. Cost Estimate
 - i. With heat - \$1,501,650
 - ii. Without heat- \$1,301,150
- c. Begin design this fall with construction anticipated to be completed by end of 2027.

4. SRE Door Replacement Project

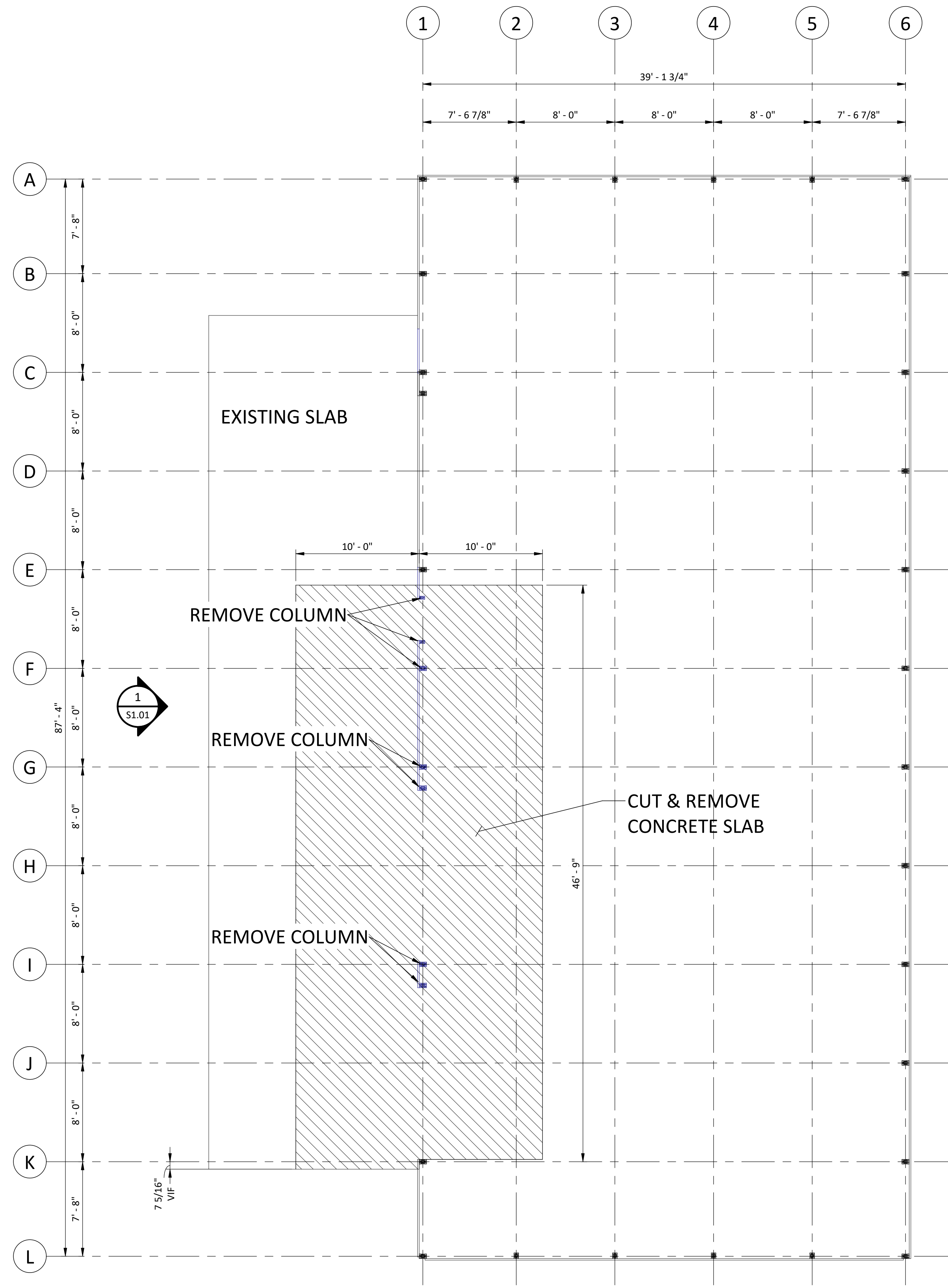
- a. MnDOT offered funding for replacing two roll-up doors with a single 40-foot wide by 12-foot clear door.
 - i. Total Cost Estimate: \$400,000
 - ii. State Share (70%): \$280,000
 - iii. Local Share (30%): \$120,000
- b. Draft plans are attached for review and comment before releasing for bids.

5. Capital Improvement Plan

- a. Attached is the draft CIP.

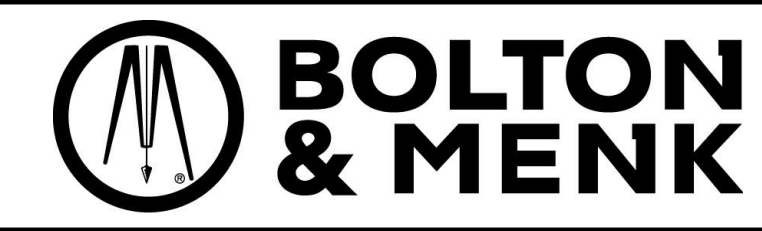
GENERAL NOTES:

1. FOR GENERAL STRUCTURAL NOTES, SEE SHEETS0.01
2. V.I.F. INDICATES FOR CONTRACTOR TO VERIFY IN FIELD.
3. TFE INDICATES TOP OF FOOTING ELEVATION.
4. TSE INDICATES TOP OF SLAB ELEVATION.
5. TWE INDICATES TOP OF WALL ELEVATION.
6. U.N.O. INDICATES UNLESS NOTED OTHERWISE.
7. TOP OF FOOTING, TFE = 96'-0" U.N.O.
8. TOP OF SLAB, TSE = 100'-0" U.N.O.



1 TSE - SLAB PLAN EXISTING
SCALE: 3/16" = 1'-0"

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
Jason C. Gagliardi
LIC. NO. 0000000000 DATE MM/DD/YYYY



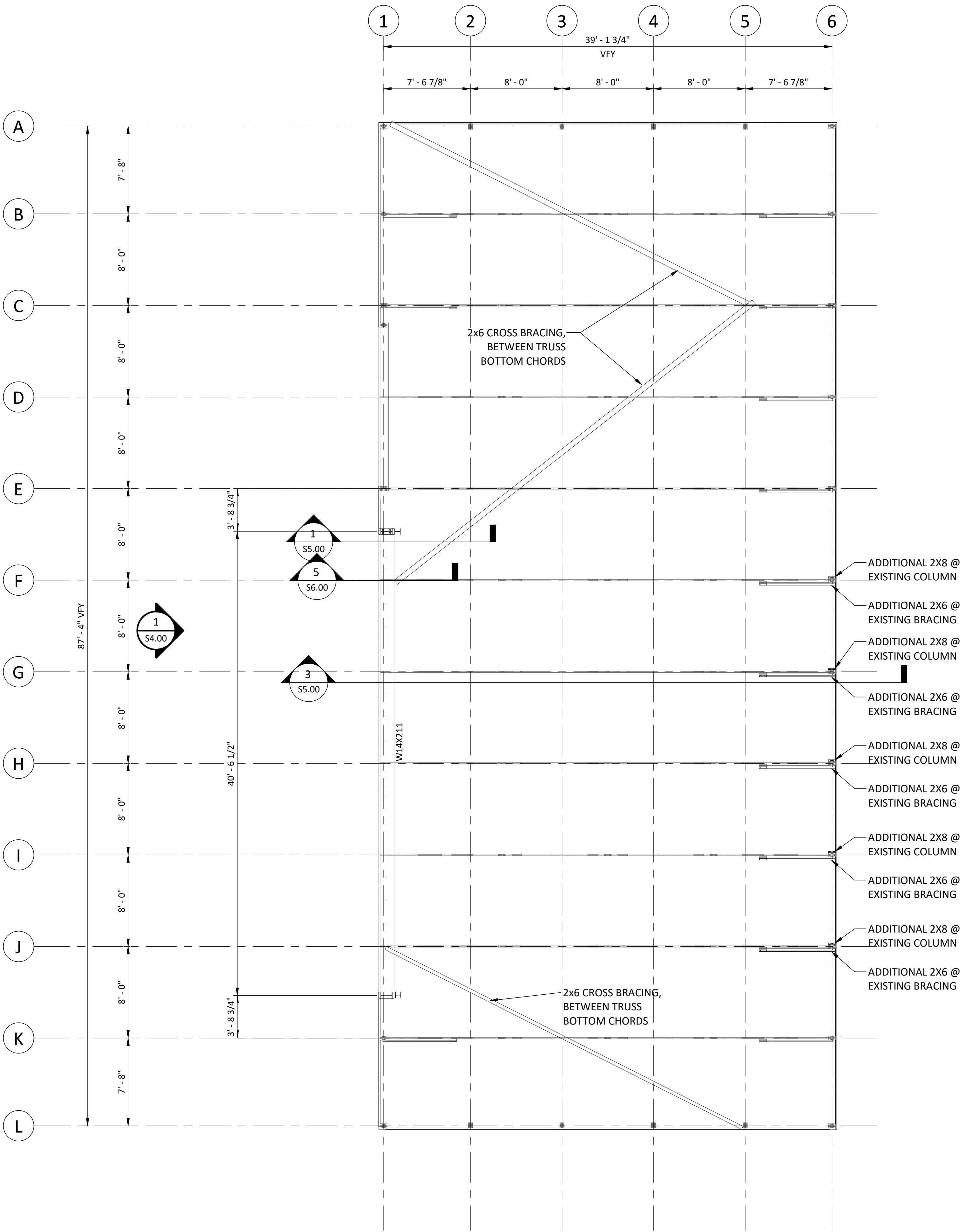
12224 NICOLLET AVENUE
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www.bolton-menk.com

DESIGNED	JCG	NO.	ISSUED FOR	DATE
DRAWN	JCG			
CHECKED	JCG			
CLIENT PROJ. NO.	25X.141393			

CITY OF ALBERT LEA
SRE DOOR REPLACEMENT
DEMOLITION PLANS

SHEET
S1.00

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FRAMING PLAN NOTES:

1. FOR WOOD FRAMING, SEE DIMENSIONAL LUMBER NOTES AND LUMBER NOTES ON SHEET S0.01

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Jason C. Gish
LIC. NO. 0000000000 DATE MM/DD/YYYY

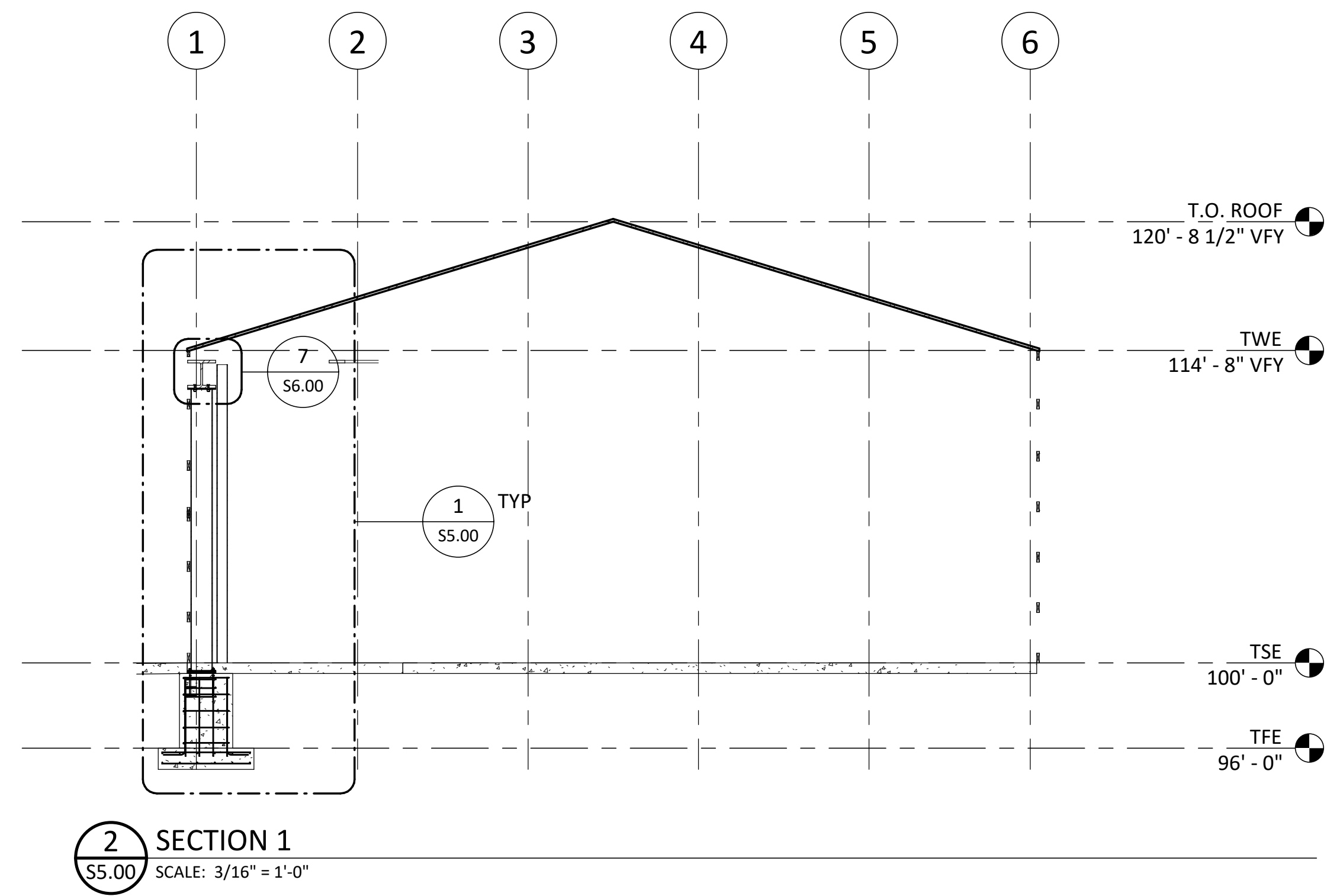


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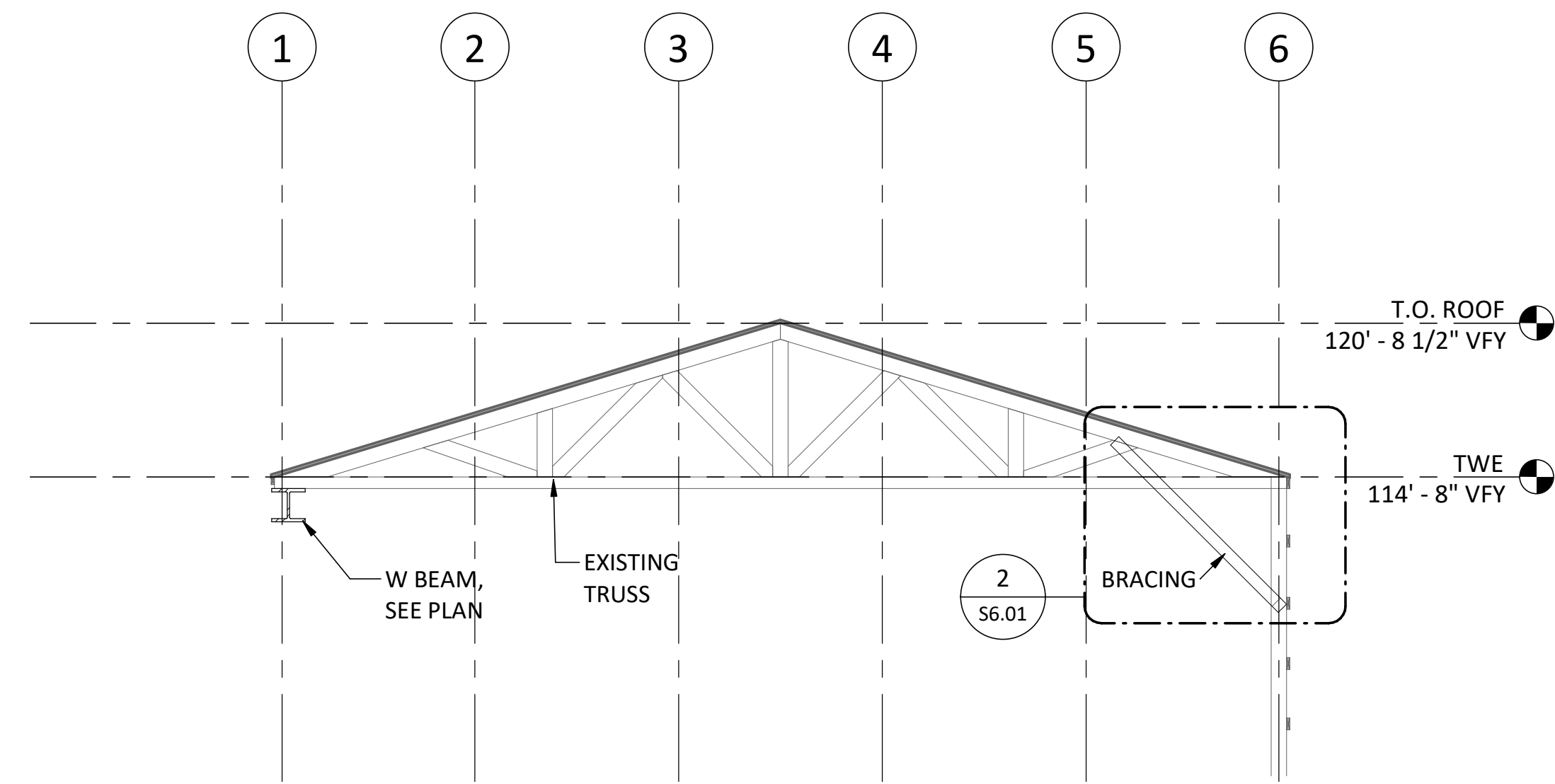
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CITY OF ALBERT LEA
SRE DOOR REPLACEMENT
FRAMING PLANS

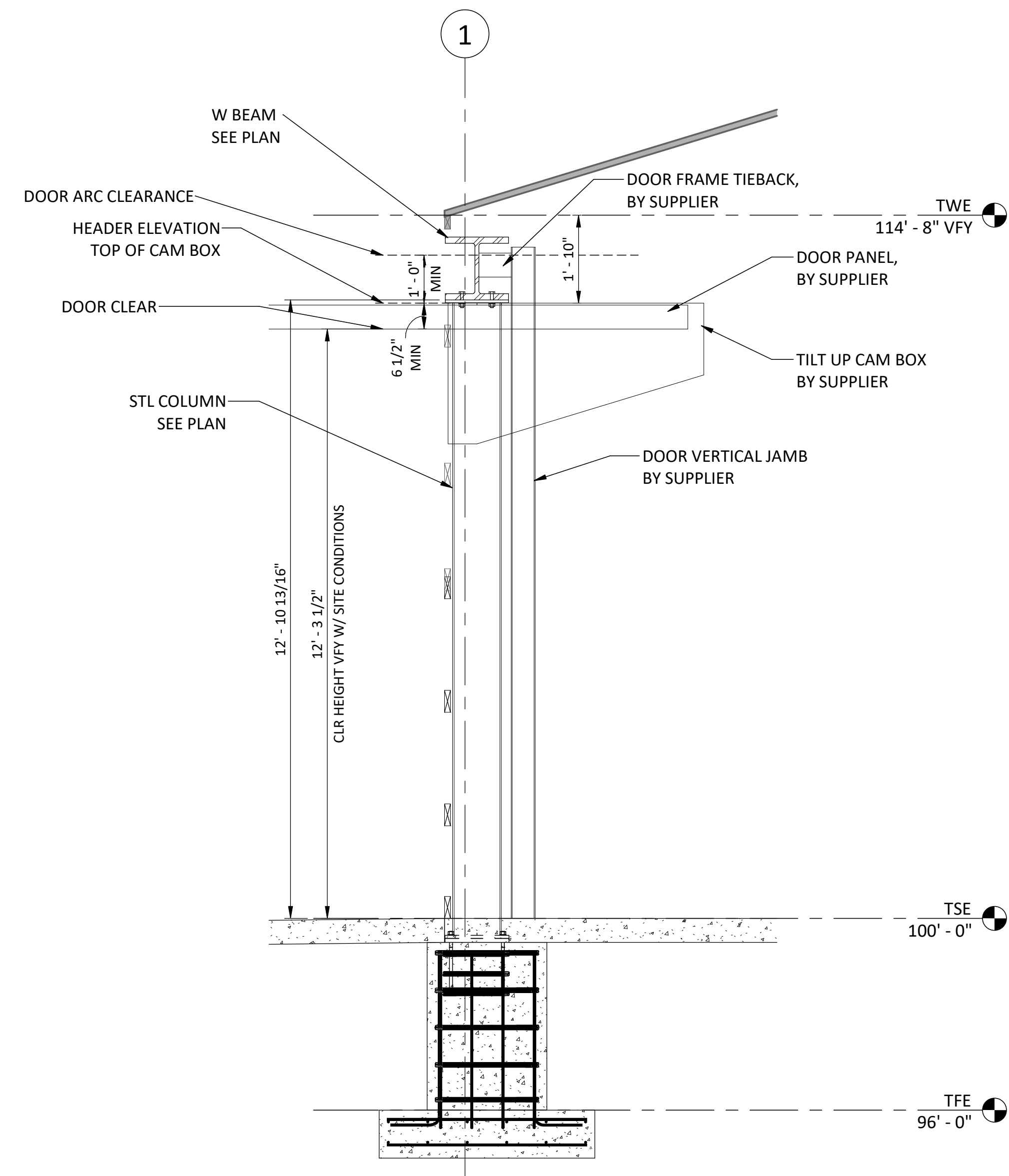
SHEET
S2.40



SECTION 1
SCALE: 3/16" = 1'-0"



SECTION 3 - TRUSS SECTION
SCALE: 3/16" = 1'-0"



SECTION - DOOR FRAME SECTION
SCALE: 1/2" = 1'-0"

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CITY OF ALBERT LEA
 SRE DOOR REPLACEMENT
 SECTIONS

SHEET
\$5.00

ALBERT LEA MUNICIPAL AIRPORT (AEL)			FFY 2027 - 2032 CIP							5/7/2026	DRAFT		
State FY	Fed FY	Description	Funding % Rates			Project Cost	Federal Entitlement Funding	Federal AIG Funding	Additional Federal Funding	State Funding	Local Funding	Federal Entitlement Balance	Federal AIG Balance
			FAA %	State %	Local %								
FFY 2027											FFY 2027 ENTITLEMENT & AIG BALANCE	\$ 617,000.00	\$ 288,896.00
2028	2027	NPE REPAYMENT FROM HOUSTON COUNTY (FFY 27)	100%	0%	0%	\$ 283,000.00	\$ 283,000.00	\$ -	\$ -	\$ -	\$ -	\$ 900,000.00	\$ 288,896.00
2027		CITY OWNED T-HANGARS REPAIR (DOORS, ROOF, LIGHTING)	0%	60%	40%	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 120,000.00	\$ 80,000.00	\$ 900,000.00	\$ 288,896.00
2028	2027	6 UNIT T-HANGAR (147' X 51') DESIGN & CNST. (FFY 27 AIP/BIL)	90%	5%	5%	\$ 1,301,150.00	\$ 882,139.00	\$ 288,896.00	\$ -	\$ 65,057.50	\$ 65,057.50	\$ 17,861.00	\$ -
FFY 2027 TOTALS						\$ 1,501,150.00	\$ 882,139.00	\$ 288,896.00	\$ -	\$ 185,057.50	\$ 145,057.50		
FFY 2028											FFY 2028 ENTITLEMENT BALANCE	\$ 167,861.00	\$ -
2029	2028	LAND ACQ. RWY 17/35 RPZ & CLEAR ZONE (PARCEL 19-15.69 AC/ PARCEL 22-10.10 AC) ENVIRONMENTAL ASSESSMENT (FFY 28)	90%	5%	5%	\$ 100,000.00	\$ 90,000.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 77,861.00	\$ -
FFY 2028 TOTALS						\$ 100,000.00	\$ 90,000.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00		
FFY 2029											FFY 2029 ENTITLEMENT BALANCE	\$ 227,861.00	\$ -
2030	2029	LAND ACQ. RWY 17 RPZ & CLEAR ZONE (PARCEL 19-15.69 AC/ PARCEL 22-10.10 AC) (FFY 29)	90%	5%	5%	\$ 500,000.00	\$ 227,861.00	\$ -	\$ 222,139.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -
2030	2029	RWY 17/35 RPZ & CLEAR ZONE OBSTRUCTION REMOVALS (FFY 29)	90%	5%	5%	\$ 50,000.00	\$ -	\$ -	\$ 45,000.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -
FFY 2029 TOTALS						\$ 550,000.00	\$ 227,861.00	\$ -	\$ 267,139.00	\$ 27,500.00	\$ 27,500.00		
FFY 2030											FFY 2030 ENTITLEMENT BALANCE	\$ 150,000.00	\$ -
2031	2030	RUNWAY 17/35 PVMT. MAINT. (CRACK REPAIR & SEAL COAT) (FFY 30)	90%	5%	5%	\$ 250,000.00	\$ 150,000.00	\$ -	\$ 75,000.00	\$ 12,500.00	\$ 12,500.00	\$ -	\$ -
2031	2030	RUNWAY 5/23 PVMT. MAINT. (CRACK REPAIR & SEAL COAT) (FFY 30)	90%	5%	5%	\$ 125,000.00	\$ -	\$ -	\$ 112,500.00	\$ 6,250.00	\$ 6,250.00	\$ -	\$ -
2029	2028	TAXIWAY A PVMT. MAINT. (CRACK REPAIR & SEAL COAT) (FFY 30)	90%	5%	5%	\$ 175,000.00	\$ -	\$ -	\$ 157,500.00	\$ 8,750.00	\$ 8,750.00	\$ -	\$ -
FFY 2030 TOTALS						\$ 550,000.00	\$ 150,000.00	\$ -	\$ 345,000.00	\$ 27,500.00	\$ 27,500.00		
FFY 2031											FFY 2031 ENTITLEMENT BALANCE	\$ 150,000.00	\$ -
2032	2031	NO PROJECT PLANNED	90%	5%	5%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -
FFY 2032											FFY 2032 ENTITLEMENT BALANCE	\$ 300,000.00	\$ -
2033	2032	NO PROJECT PLANNED	90%	5%	5%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	\$ -