AIRPORT ADVISORY BOARD MEETING

October 20, 2026
6:00pm
Albert Lea Airport

In attendance were:

Board Members	*Present*	*Absent*
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
Andrew Grant, Airport Manager
Jill Steinhauer, Public Works Office Specialist
Chuck Sandager, Airport Tenant & Former Airport Advisory Board Member

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Darren Schone called the meeting to order.

1) Approval of Board Minutes

Shelby Wang made a motion to approve the July minutes, Steve Nesse 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 late summer and has now been working with Mead & Hunt (former Airport Consultant who prepared the study) to incorporate the feedback received from the FAA and State. The study is expected to be updated by November 1st. Once the Master Plan has been updated, it will be re-submitted for approval, once approved this project will be closed out.

3) Project Updates

The Clear Zone Acquisition Plan (CZAP) was submitted to the FAA last April, no comments or approval have been received yet, this is being held up by the Master Plan Study that has not been completed yet, once that is completed the CZAP will be reviewed.

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.

The SRE door replacement project received bids on July 8, 2026. Only one bid was received from Larson Contracting in the amount of $139,456 which was substantially lower than the engineers estimate of $220,000. A grant amendment (70% state funds and 30% City funds) was needed due to the lower bid price, the amendment was approved earlier this month and Larson Contracting has ordered the door but work is now anticipated to start in the spring, not this fall.

The hangar repairs/updates projecrts were resubmitted for state funding. If grant funds are still not awarded for these projects, City staff will go to council for approval to have the roof repairs completed using City funds.

The 6-Unit T-hangar design and construction is still on schedule for design this fall/winter with construction starting next spring. The project will be discussed further at the next meeting. Board members asked what the rent would be for these new t-hangars. Steven Jahnke informed the board that the current hanger rent was not increased for 2027 but with improvements expected next year, rent will likely increase the following year (2028). The board will be discussing rental rates at future meetings. City staff will research rates for surrounding airports, board members were encourage to do the same.

See Bolton & Menk handout for more details on all above mentioned projects.

4) FBO Airport Update

Andrew Grant took over as the new FBO September 1st. Andrew gave an update on improvements and events that have taken place since he took over.

An open house with a meal, displayed aircraft, and a flight simulator was held, there were 250-300 people that attended the open house, unfortunately due to weather no airplane rides took place. The Knutson Place toured the facility, it was a hit and more tours for other groups is anticipated. The Glider Regatta was held, there were 7 gliders and 59 launches, the group indicated they'd be back again next year. See September 2026 FBO Activity Report for more details and information on upcoming events.

The maintenance hangar floor was repainted and the storage area in the maintenance hangar was also rebuilt. Some challenges encountered included card reader issues, PAPI light issues and more issues with the fuel system. A NOTAM was issued for the PAPI lights and City staff is coordinating work to correct the fuel system issues. It is believed that the piping of the fuel system is not working properly, it is scheduled for replacement the first week in November.

The Eddie Cochran group approached Andrew about hosting a drag racing event at the airport during the 2027 Eddie Cochran event (June 9-13, 2027). It would be a one-day event utilizing the east half of the crosswind runway, flight procedures would not be affected. A long discuss about the event was held, the board was not completely against the event but requested more information to make a recommendation.

Regardless of the board recommendation, the FAA would have to approve, first and foremost. It was decided that Andrew would reach out to the FAA and other airports that have held this event. The board will discuss this event further at the next meeting. See Eddie Cochran Airport Drag Race Plan & Requirements for more information.

5) Board Members

There are two board members, Darren Schone and Jerry Morstad, with terms that expire at the end of this year, both have served two terms. Per the City's policy two terms (4 years per term) is the limit, however if there is no interest/no applications received to serve on the Airport Advisory Board current members can continue to serve on the board. The City will be posting the openings and board members were encouraged to think of possible candidates to reach out to. Further discuss will be held at the next meeting.

6) New Business

The next meeting will be held **Tuesday, November 17, 2026 at 6:00pm** at the airport.

Jerry Morstad made a motion to adjourn, Michael Bowman seconded it. The meeting was adjourned.

Respectfully submitted,

Jill Steinhauer

Jill Steinhauer
Public Works Administrative Asst.

Approved:

Michael Bowman
Airport Advisory Board Secretary

ALBERT LEA MUNICIPAL AIRPORT (AEL)
AIRPORT BOARD MEETING
October 20, 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. **2027 6 Unit T-Hangar**
    a. 147-feet long by 51-feet wide T-Hangar.
    b. Each individual bay 42-feet wide by 33-feet deep with 14-feet door clearance.
    c. Two storage areas, one of each building end.
        i. Alternate option include space for adjacent hangar.
    d. Cold storage building.
    e. Preliminary Engineer's Estimate:
        i. Total Project Cost: $ 1,284,345.00
        ii. FAA Share (90%): $ 1,155,910.50
        iii. State Share (5%): $ 64,217.25
        iv. Local Share (5%): $ 64,217.25
    f. 2027 AEL FAA fund balance:
        i. Nonprimary Entitlement Funds (AIP): $ 900,000.00
        ii. Airport Infrastructure Grant (AIG): $ 288,896.00
        iii. Total FAA Fund Balance: $ 1,188,896.00
    g. Proposed Project Schedule:
        i. 60% Design: November 16, 2026
        ii. 90% Design: December 21, 2026
        iii. City Council Bid Authorization: January 25, 2027
        iv. Bid Opening: February 24, 2027
        v. Council Low Bid Approval: March 8, 2027
        vi. Construction State: August 2027
        vii. Construction End: December 2027
        viii. Bid Letting: February 2027
        ix. Construction: July – November 2027
            - Construction schedule would be contingent upon City awarding Construction Contract prior to receipt of FAA and State grants.
            - For building projects only I would recommend this due to price volatility with steel.

3. SRE Door Replacement Project

a. Replacement of two existing roll-up doors with a single 40-foot-wide overhead door that will provide 12 feet of clear opening height.
b. Bids were opened on July 8, 2026.
c. One bid was received from Larson Contracting
d. Total Project Cost: $ 174,965.00
    i. State Share (70%): $ 122,475.50
    ii. Local Share (30%): $ 52,489.50
e. Anticipate construction being completed next spring.

4. Capital Improvement Plan

a. Attached is the draft CIP.
b. State FY 2027 Project: T-Hangar Doors, Roof, and Lighting Repairs
c. Waiting for State to announce grants for State FY 2027 projects.

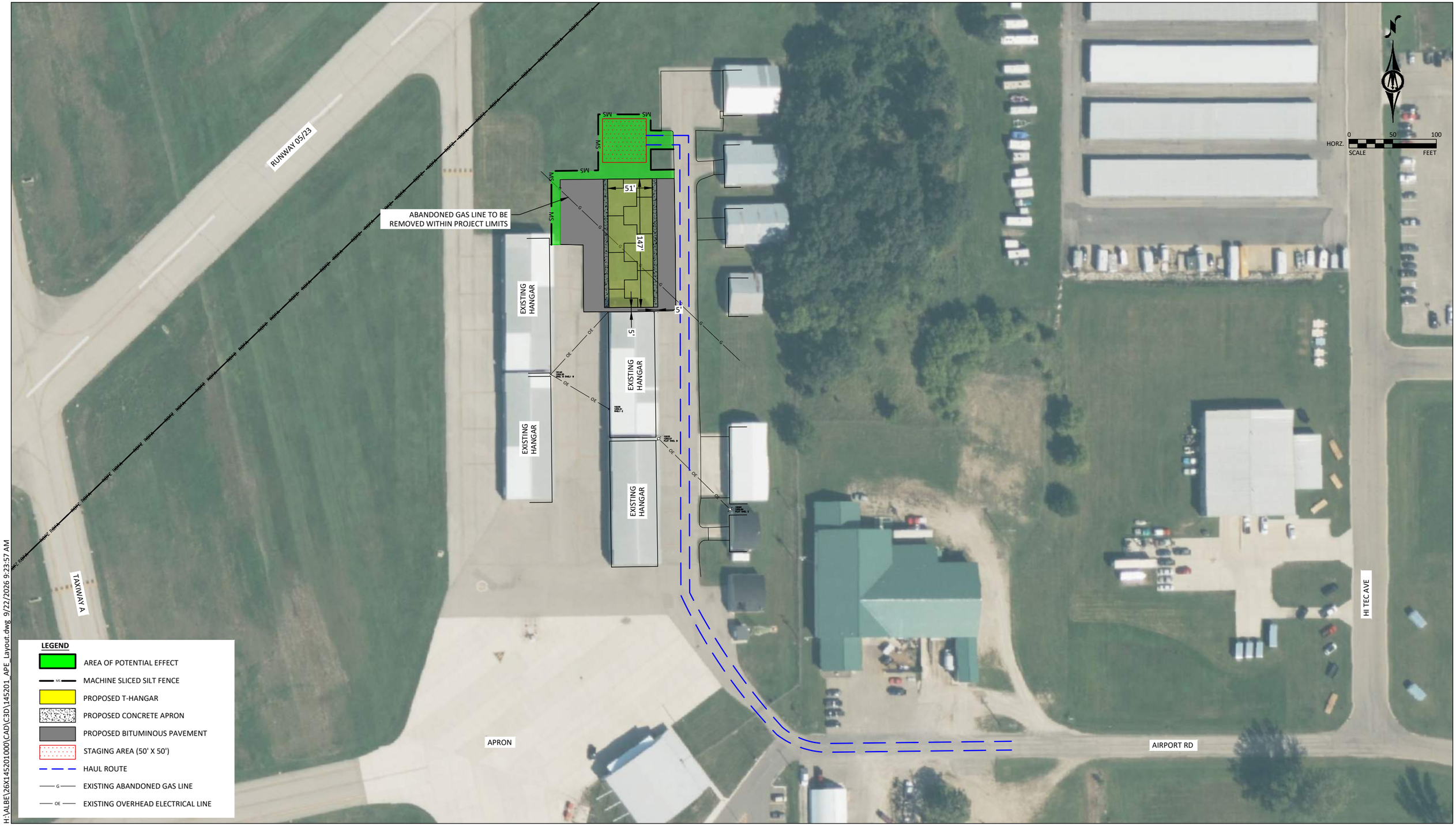
ALBERT LEA MUNICIPAL AIRPORT (AEL)

ALBERT LEA, MN

6-UNIT T-HANGAR AREA OF POTENTIAL EFFECT (APE) LAYOUT

SEPTEMBER 2026

BOLTON & MENK



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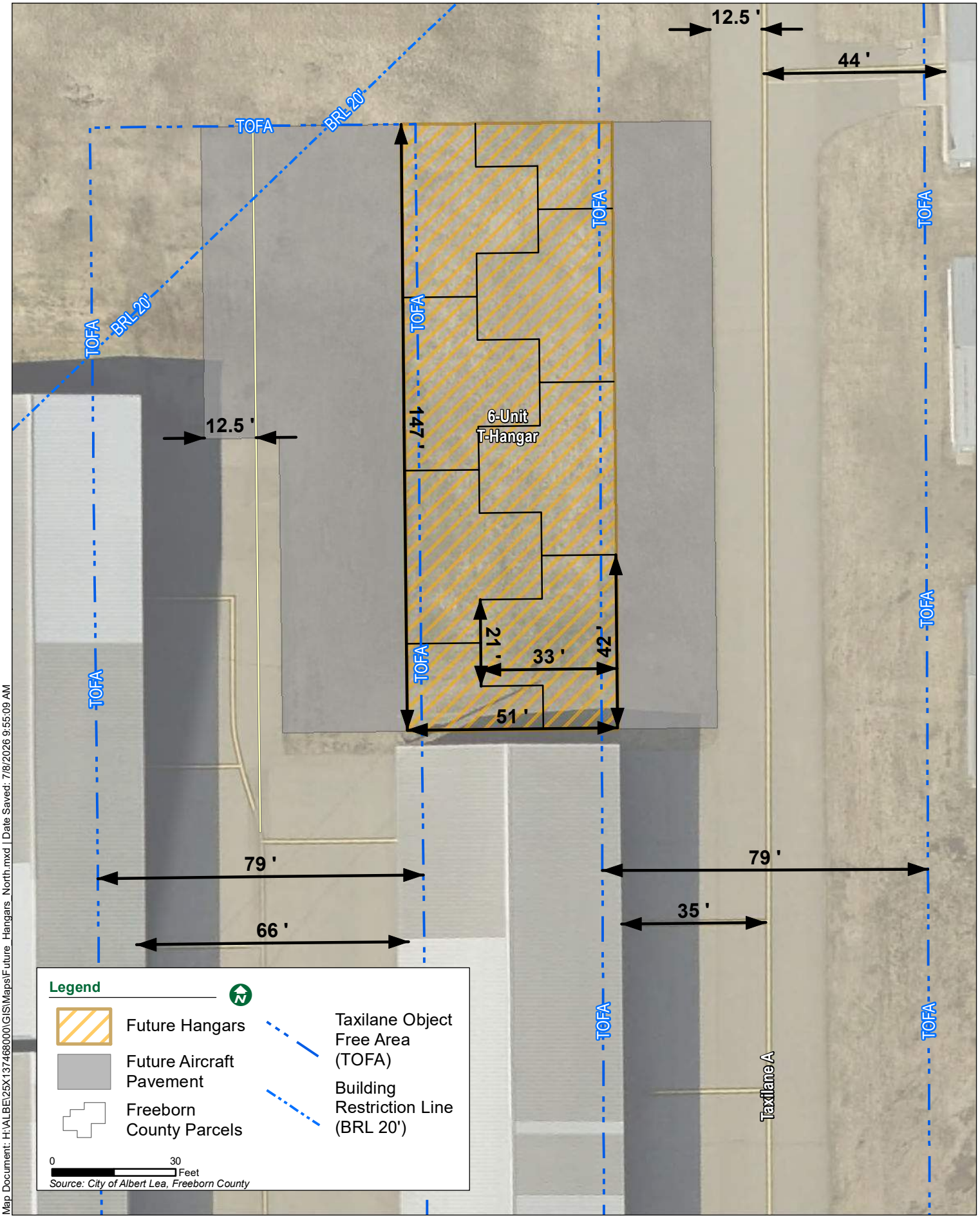
Albert Lea Municipal Airport (AEL)

Albert Lea, MN

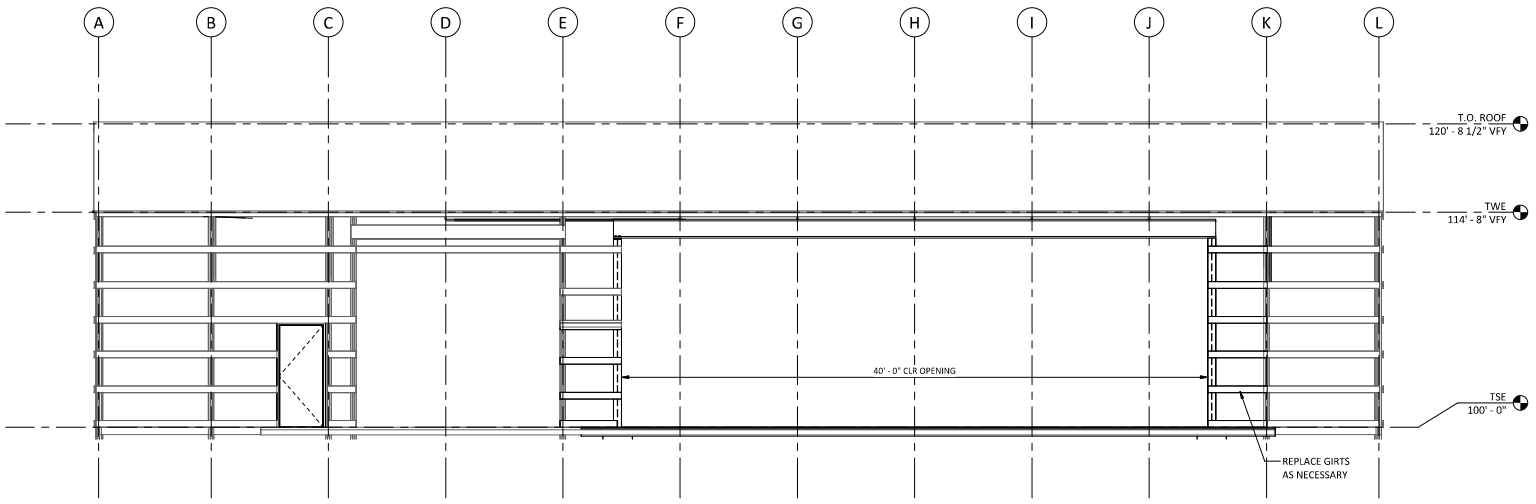
Future 6-Unit T-Hangar Layout

July 2026

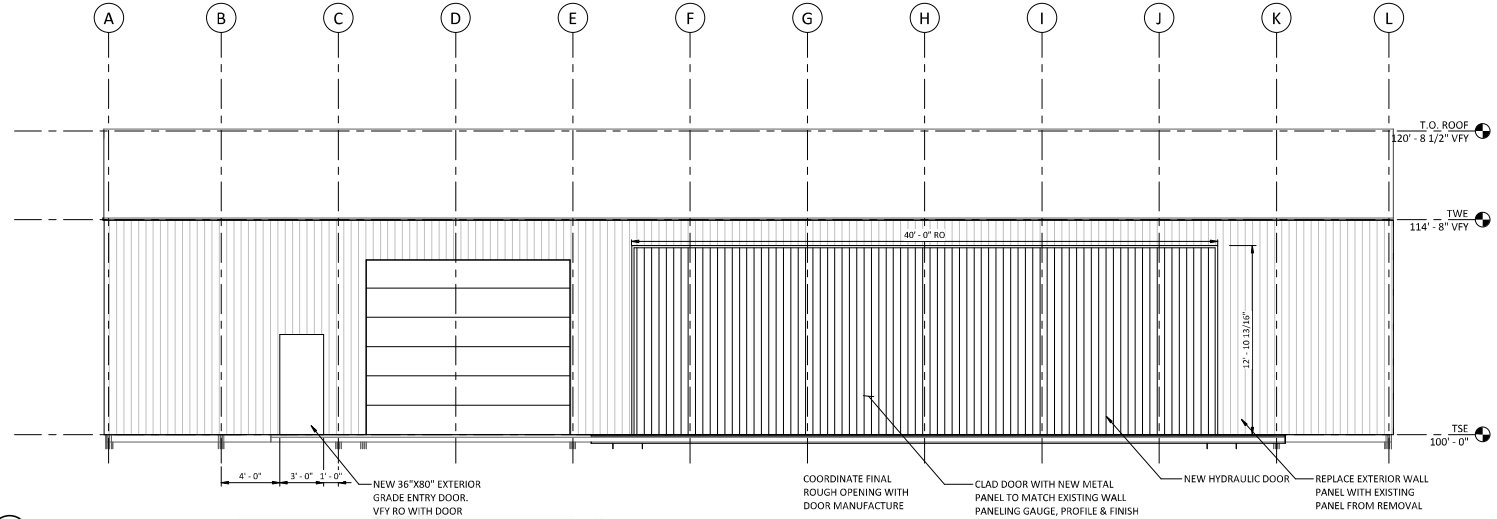
BOLTON & MENK
Real People. Real Solutions.



Map Document: H:\ALBE\25X13746800\GIS\Maps\Future_Hangars_North.mxd | Date Saved: 7/8/2026 9:55:09 AM



1 S4.00 WEST FRAMING FINAL
SCALE: 1/4" = 1'-0"



2 S4.00 WEST EXTERIOR FINAL
SCALE: 1/4" = 1'-0"

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Author: Jason.Graham
Autodesk Docs://Albert Lea Airport SRE Door Replacement/24193 Albert Lea Airport SRE Door Structural.rvt

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
Jason C. Graham
LIC. NO. 51637 DATE 06/08/2026

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DESIGNED JCG
DRAWN JCG
CHECKED JCG
CLIENT PROJ. NO 25X.141393

NO.	ISSUED FOR	DATE

CITY OF ALBERT LEA
SNOW REMOVAL EQUIPMENT (SRE) BUILDING DOOR REPLACEMENT
ELEVATIONS

SHEET
S4.00

ALBERT LEA MUNICIPAL AIRPORT (AEL)	FFY 2027 - 2032 CIP		7/9/2026	DRAFT

State FY	Fed FY	Description	Funding % Rates FAA %	State %	Local %	Project Cost	Federal Entitlement Funding	Federal AIG Funding	Additional Federal Funding	State Funding	Local Funding	Federal Entitlement Balance	Federal AIG Balance
	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%	$ 1,284,345.00	$ 867,014.50	$ 288,896.00	$ -	$ 64,217.25	$ 64,217.25	$ 32,985.50	$ -
				FFY 2027 TOTALS		**$ 1,484,345.00**	**$ 867,014.50**	**$ 288,896.00**	**$ -**	**$ 184,217.25**	**$ 144,217.25**		
	FFY 2028										**FFY 2028 ENTITLEMENT BALANCE**	$ 182,985.50	$ -
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	$ 92,985.50	$ -
				FFY 2028 TOTALS		**$ 100,000.00**	**$ 90,000.00**	**$ -**	**$ -**	**$ 5,000.00**	**$ 5,000.00**		
	FFY 2029										**FFY 2029 ENTITLEMENT BALANCE**	$ 242,985.50	$ -
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	$ 242,985.50	$ -	$ 207,014.50	$ 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**	**$ 242,985.50**	**$ -**	**$ 252,014.50**	**$ 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	$ -

ALBERT LEA MUNICIPAL AIRPORT (KAEL) | SEPTEMBER 1-30, 2026 | ABRIDGED

September 2026 FBO Activity Report

SEPTEMBER HIGHLIGHTS

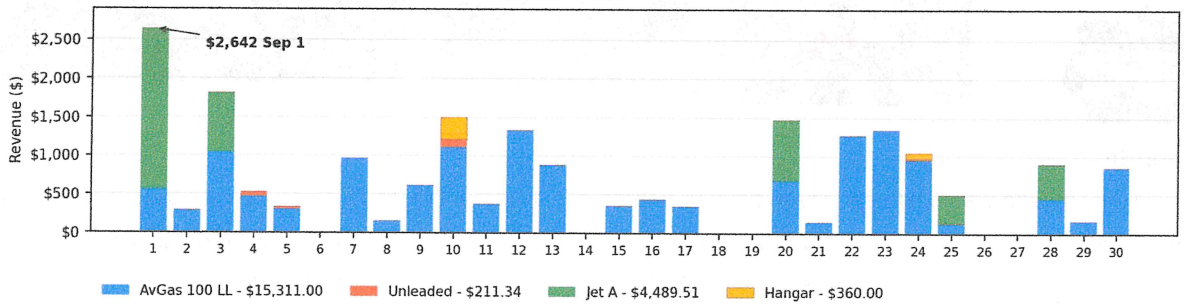
250-300 at the Open House
Meals, aircraft on display, and flight simulators; airplane rides were not available due to weather

Glider Regatta: 21+ participants
7 gliders and 59 launches over 4 flying days out of 7

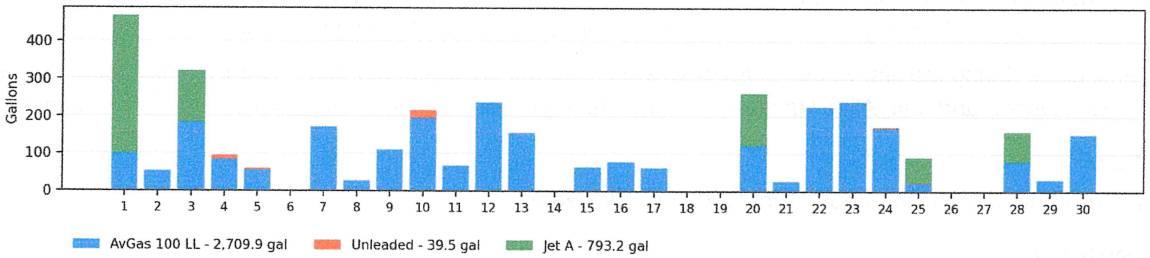
3,542.6 gallons fueled
111 fuel transactions across the month

N41265 visited 15 times
Most visits of any tail in September - Piper PA-28-180 Cherokee 180

Revenue per day by product



Gallons per day



Large tickets ($500+)

#	Date	Tail	Product	Gal	Total	Aircraft
1	Sep 1	771QS	Jet A	368.8	$2,087.41	Bombardier Global 7500 - BD-700-2A12 (on invoice)
2	Sep 20	- no tail	Jet A	140.0	$792.40	Not identified - no tail in source (INV-00020)
3	Sep 3	72114	Jet A	137.0	$775.42	Not identified - US Army military tail, not an FAA N-number
4	Sep 10	N4942P	AvGas	104.9	$592.69	Piper PA-23-235 Apache 235 (1963), twin
5	Sep 12	N55JU	AvGas	97.0	$548.05	Beechcraft Bonanza G36 (2019)
TOTAL - 5 LARGE TICKETS					**$4,795.97**	**23.5% of revenue**

Top tails by total September spend - Top 5

#	Tail	Visits	Gallons	Spend	Aircraft
1	771QS	1	368.8	$2,087.41	Bombardier Global 7500
2	N41265	15	348.5	$1,969.04	Piper PA-28-180 Cherokee 180 (1974)
3	100OCT-MAIN	11	179.2	$1,012.50	Airport house key - not an aircraft
4	72114	1	137.0	$775.42	Not identified - US Army
5	N5155S	6	127.5	$720.39	Piper PA-28-180 Cherokee 180 (1970)
TOTAL - TOP 5 TAILS				**$6,564.76**	**32.2% of revenue**

Community involvement

September events at Albert Lea Municipal Airport (KAEL).

Open House

250-300 people showed up for meals, to see aircraft, fly simulators, and other activities.

- 250-300 people attended
- Meals, aircraft on display, flight simulators, and other activities
- Airplane rides were not available due to weather







Glider Regatta

The annual Glider Regatta was held over seven days in September. Weather limited flying operations to four of the seven days.

- 21+ participants
- 7 gliders
- 1 winch
- 1 tow plane
- 1 autotow truck
- 18 autotows
- 27 winch launches
- 13 aerotows
- 1 self launch

Social activities. Participants also gathered for several dinners at local restaurants and two hangar parties. The first hangar party served pizza and the second featured a barbecue. Jim Hanson provided grills for the barbecue and Dave Bacig handled the grilling. Gray Tappan and Don Ingraham performed magic as entertainment during the parties.

The regatta took place during the first weeks of Andrew Grant's tenure as airport manager. Grant's official start date was September 1. Jim Hanson and MaryAlice Hanson attended the regatta and assisted with Grant's orientation during the event.

Knuson Place Tour

Nursing home residents toured the airport. About a dozen showed up.

Planned events

- **Tuesday, October 13** - Quiet Birds Meeting
- **Friday, October 23** - High School Career Fair
- **Monday, November 16 -** Starman Auction for Jim
- **Christmas (date to be determined)** - Potential Christmas Event: Sunrise Toys for Tots and Women's Shelter Coat Drive

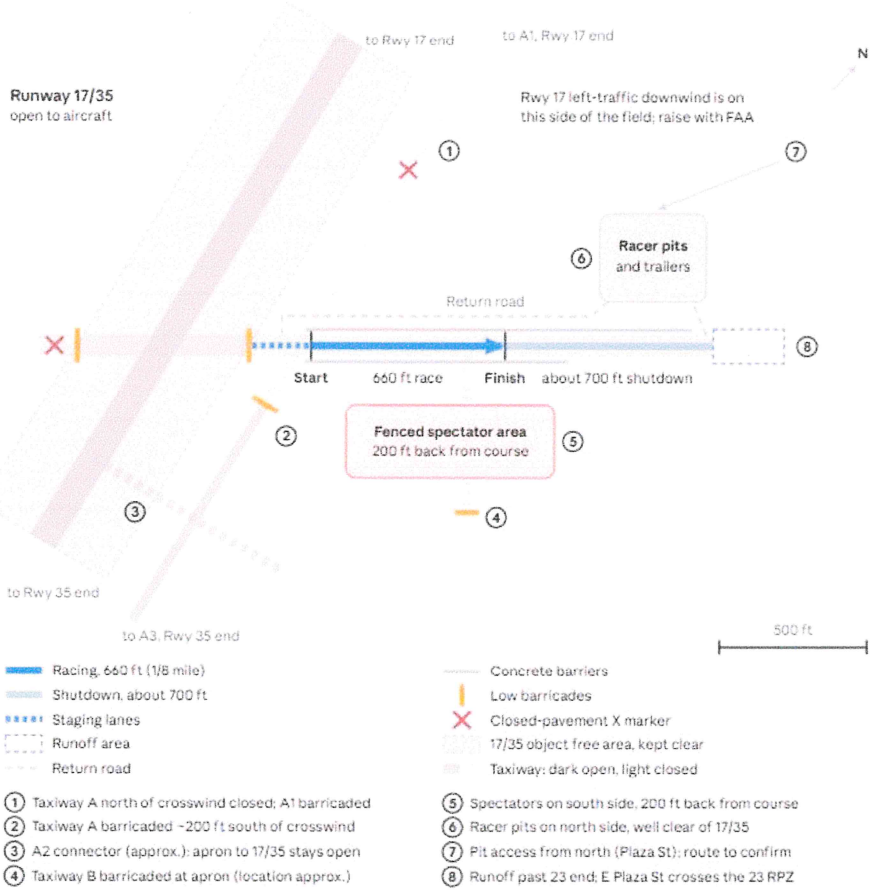
Airport improvements

- MX hangar floor repaint
- Rebuild part storage area
- Updated ADIP for correct runway strength 35-50 on Runway 17/32

Challenges

- Mogas pump not working
- Card reader issues (can manually type cards)
- PAPI lights out of sync
- Weekend coverage

Eddie Cochran Airport Drag Race Plan & Requirements



- 1/8 mile only; registered street cars on DOT tires, no slicks, no passengers.
- No burnouts on airport pavement and no traction compound, unless the promoter pays for professional removal and a friction check.
- Tech inspection for fluid leaks; drip pans and spill kits at staging.
- Daylight only, one racing window of 4–5 hours.
- Alcohol-free racing area, and spectators parked off-site with a shuttle, This keeps cars off safety areas and turf.
- Concrete barriers between the course and the public; fenced spectator zones; no public access to any movement area.
- EMS and fire on site, with a written emergency plan reviewed by Albert Lea Police and Fire.
- After racing: sweep, walk-down and inspection, with repairs done before the NOTAM is cancelled.
- A damage deposit or bond, and restoration to FAA standards at the promoter's expense.
- Event liability insurance of at least $2 million naming the City and airport as additional insureds, plus indemnification and participant waivers.