

MEETING MINUTES
AIRPORT OPERATIONS COMMISSION MEETING
Wednesday, December 13th 2023 – 8:00 a.m.
Waukesha County Airport
Terminal Building Conference Room
2525 Aviation Drive

In Attendance.

Commissioners: Mike Crowley, Stephen Betzler, Abby Lorenz, Shawn McCauley, Kurt Weis
Excused: None
Staff: Kurt Stanich, Rob Lewis, Aimee Scrima, Sarah McCalvy
Others: Eric Arwantrout, Brian Behrens, Jim Brown, Sue Davies, Jason Curran, Sean Donham, Andy Groth, Eric Royske, Josh Siehoff,

Public comment/correspondence.

None.

Approve or Modify Meeting Minutes from November 13th, 2023.

Meeting Minutes approved by Commissioner Lorenz and second offered by Commissioner Weis.
Motion approved unanimously.

Chairman's Report.

Waukesha County Executive Paul Farrow will be attending the January 10th, 2024 Airport Commission meeting. An update on the snow removal process at Waukesha County Airport will be given.

Chairman Crowley urges Airport Manager to look into the American Rescue Plan Act (ARPA) to acquire additional funding for the airport.

Youth In Aviation Task Force Report

Update provided by Commissioner Lorenz regarding taskforce. The taskforce is partnering with New Beginnings Aviation Ministry (Chuck Allen) and plans to revive the program at Waukesha County Airport. Additionally, the taskforce will utilize the New Beginnings Aviation Ministry 501c3 status. Creation of a County Instagram account has been approved by Allison Bussler which will help promote this initiative to younger individuals.

Next meeting will be held January 10th at 9:30am (after the Commission meeting). Minutes included in post meeting packet.

Operations Report.

December 2023 Fuel Farm Flowage: Jet A fuel sales decreased by -7% in October 2023 compared to December 2022. 100LL sales decreased -100% in December 2023 compared to October 2022. Overall total gallons are down -12%.

Tower Operations: Total Traffic decreased by -6% compared to December last year. General Aviation decreased by -7%, Air Taxi decreased by 1% and there were 15 military aircraft in December 2023 compared to 6 in October 2022.

Regional airports comparison for December 2023 shows Waukesha ahead of Kenosha, Janesville, Waukegan and Timmeman for general aviation operations.

A cost comparison of bringing snow removal in house verses using a contractor will be presented to Commission in coming months.

Manager's Report.

A look back at the year to identify challenges and successes. To date, bringing snow removal in house has been a successful endeavor with the airport acquiring new equipment and employees.

Airport Manager reports turning out leases has been a challenge. During the November Commission meeting, Airport Manager stated that he is working with the head of DPW and Corporate Council to better track lease renewals and lease progress. This is to include communication and specific documentation to tenants on expected timelines for turning around leases. Airport Manager states that 90 days from the time the lease renewal is requested should be ample and an adequate amount of time unless there are extenuating circumstances. On a positive note, out of the discussions, was the ability for the airport to set a hangar use policy. Previous lease only allowed for aircraft and aircraft materials but the hangar can now have other things stored in them. This is consistent with the FAA hangar use policy that was put into effect a few years ago.

An Economic Impact Report is currently underway by the State and new numbers will soon be conveyed. A consistent challenge has been that shareholders are reluctant to share information due to company concerns and privacy. This information is vital for airport expansion and funding.

Master Plan is also underway and initial kick-off meeting was held the end of 2023.

Semiannual airport survey will be going out in Spring of 2024. Information will be shared with Mead & Hunt.

Based on communication, Capital Flight is expected to break ground this Spring. The airport will have an update in January.

JanBoree will be held January 27th at the airport.

Airport Manager reports the State of Wisconsin passed a personal property tax bill that rids personal property taxes in Wisconsin. However, they are now taxing hangars as real tax. Previous state law stated hangars cannot be taxed as real property because there is no land attached to it, it's leased. Now legislation is saying hangars should be taxed under real taxed. Updates will continue to follow.

Discussion had regarding Gold Hangar as a County asset.

Discussion had regarding how airport has budgeted for fleet maintenance now that new machines have been acquired.

Future Commission Items.

Youth In Aviation Task Force Report.

Adjourn Meeting.

Motion to adjourn offered by Commission McCauley. and second offered by Chairman Crowley.
Motion carried unanimously. Meeting adjourned at 8:40 a.m.

Respectfully Submitted,



Secretary
Waukesha County Airport Operations Commission