

## MEETING MINUTES

### AIRPORT OPERATIONS COMMISSION MEETING JULY 12, 2017 - WEDNESDAY - 8:00 a.m. WAUKESHA COUNTY AIRPORT CONFERENCE ROOM

#### In attendance-

Commissioners: Mike Crowley, Stephen Betzler, Mike Payne

Excused: Gary Glojek, Kurt Weis

Staff: Kurt Stanich, Matt Grenoble

Others: Christopher Stein (Stein's Aircraft Services), Sherry Schmitt (Flight for Life)

#### Approve/modify meeting minutes of June 20, 2017.

Motion to approve meeting minutes from June 20, 2017 by Commissioner Payne.

Second by Commissioner Betzler. Motion carried.

#### Public comment/correspondence.

Kurt Stanich met with a concerned citizen and his wife to address air traffic noise over their house. Airport staff and the Tower manager will establish a letter of agreement to route traffic over less populated area.

#### Chairman's Report.

None.

#### Discussion and action on aeronautical service provider (ASP) application by Blue Sky Flight Academy.

Airport staff is working through the agreement with Waukesha County staff. The draft operating agreement includes the following: term is for 5 years and Blue Sky Flight Academy will have the option to extend two additional 5-year terms. This service provider application is contingent upon Blue Sky Flight Academy as a current sub lessee of the airport. Also included is an obligation to lease or build to the east of the Terminal building for a hangar and office building. Based on their timeline and Waukesha County's interest, anticipated build date will be within three years.

Currently based out of 2317 Aviation Drive, rate adjustments may need to be recognized. The Aeronautical Services Providers pay a higher fee for hangar lease than other hangars. The difference between the going rate and the ASP rate is approximately \$1100 per year. This rate is adjusted annually by Consumer Price Index (CPI). Providing Blue Sky Flight Academy leases or builds next to the terminal ramp, there may be adjustments to the current Atlantic Aviation agreement. Additionally, adjustments to the current lease with 2317 Aviation Drive will need to allow for aeronautical services. These modifications will need to be an ordinance and the commissioners can expect to weigh in at that time.

Motion to approve, in concept, the aeronautical service provider application by Blue Sky Flight Academy by Commissioner Payne.

Second by Commissioner Betzler. Motion carried.

#### Operations Report.

Fuel Farm Flowage: Jet A fuel is up about 83% compared to this month last year, and is down about 48% for 100 LL. A year-to-date analysis shows an increase of 38% in Jet A deliveries in

the month of June and a decrease of 34% in 100LL compared to last year this time. The disparity is largely due to the Erin Hill U.S. Open event in June 2017.

Tower Operations: June shows a decrease of about 25% in operations overall, but an increase of air taxi of 82 % compared to June 2016. Tower operations, year-to-date, shows a decrease of 12% overall. A 2017 comparison with similar airports shows Waukesha's operations for June behind Kenosha and Waukegan.

Airport staff will work on providing public and accurate numbers to the Commissioners reflecting the impact of Erin Hills hosting the U.S. Open in June 2017.

Food Truck Friday at Waukesha County Airport continues each Friday through Labor Day, 11:00 a.m. to 1:30 p.m. To date, sales have been great for each food truck.

Ageless Aviation again hosted their Dream Flights to offer rides to vets from a local senior living home.

Poor weather tore off some of the roof on a T-Hangar last month with no additional damage reported. Waukesha DPW- Highway Department offered their assistance in clean up and the hangars repaired.

#### Airport Managers Report.

Chris Stein is the new General Manager of Stein's Aircraft Services.

Airport staff is still finalizing numbers for the Erin Hills U.S. Open event; Commissioners can expect this information soon.

New tables for the Airport Conference rooms are ordered.

Filming for Waukesha County Airport's promotional video is currently in the editing stages. Airport staff may have access to additional b-roll film may be used for other promotional videos. Anticipated completion by the August meeting.

Kurt met with the person from the Great Lakes Air Museum who would like to build at the west end of the Waukesha County Airport. Airport staff anticipates a presentation to the Waukesha County Airport Operations Commission in the coming months.

Budget development is moving forward and anticipated hope to add two part-time positions that would maximize use of Matt and Aimee's time. Budgetary impact to these positions would be nominal with no foreseen need for request for additional tax levy.

Waukesha County Fair has hired Dacy Airshows for the kickoff of their event; for approximately one hour during this event on July 19, 2017, the Waukesha County Airport will close.

#### Future Commission Agenda Items.

None.

#### Adjourn Meeting.

Motion to adjourn by Commissioner Payne.

Second by Commissioner Betzler. Motion carried.

Meeting adjourned at 8:35 a.m.

Next Meeting: August 12, 2017 at Waukesha County Airport – Conference Rooms

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Kurt J. Weis". The signature is fluid and cursive, with the first name "Kurt" and last name "Weis" clearly distinguishable.

Kurt J. Weis

Secretary

Waukesha County Airport Operations Commission – July 20, 2017