

## MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING  
AUGUST 17, 2016 - WEDNESDAY - 8:00 a.m.  
WAUKESHA COUNTY AIRPORT  
TERMINAL BUILDING CONFERENCE ROOM  
2525 AVIATION DRIVE

### In attendance-

Commissioners: Mike Crowley, Kurt Weis, Steve Betzler  
Excused: Mike Payne and Aldo Madrigano  
Staff: Kurt Stanich, Matt Grenoble  
Others: Jim Singer, Beau Seabourn, Ray Dalman

### Approve/modify meeting minutes of July 13, 2016.

Motion to approve meeting minutes from July 13, 2016 by Chairman Crowley.  
Second by Vice-chair Betzler. Motion to approve.  
Secretary Weis commented his last name was misspelled in the minutes. Weis should be spelled with (1) s.  
Motion carried, July 13, 2016 minutes approved as modified.

### Public comment/correspondence.

None.

### Discussion and action on Ordinance 171-0-030 Deleting Existing Capital Project #201311 South and West Terminal Ramp Expansion, Create New Airport Expansion Project with Modified Scope and Revenue #201621, and Modify the 2016 Capital Projects Budget.

Mr. Stanich gave a history of the project that has been in the works since 2013. The project was made at the request of aeronautical service providers to build more hangars. Construction of hangars was moving steadily, so the 2013 budget was modified with the capital plan to put in enough pavement on the west and south ramps to accommodate hangar buildings. At that time Federal AIP (Airport Improvement Program) money was not available. The State of Wisconsin said they would pay 80% if the County paid remainder 20% of the project. The project came to 2.8 million dollars, and the County allocated around \$570,000 to cover the 20%. There were some negotiation delays with the service providers, so the project was not constructed. In 2014 we were informed the airport runway project was going to be redone, FAA money set aside at that time was enough to cover both the runway and ramp expansion. We were able to receive AIP funding and still keep the same dollar amount and get a bigger project done. However, as the project moved along and into more full depth reconstruction, there was not enough FAA money to put into the runway project. We still wanted to extend the taxi lane to connect to the corporate hangars and ramp, but then it would have been 100% County funding (about \$700 thousand) to complete that connection. At this time the County said they would provide the money but wanted assurance of land lease agreements signed by the service providers before continuing with the project. The service providers were not ready to enter into any signed agreements and the project was put on hold. The outcome of this delay was a project that was greatly increased in scope, reduced the amount of money the County will spend and still have the AIP money available. The FAA wanted to complete the construction project that was in the Airport Master Plan over a period of three years. The first phase is the one presented to the Commission at today's meeting, and hoped to be completed by May of 2017. Some ineligible costs will need to be covered and the State will split the cost 50/50 with the County. There will be a pre-bid meeting August 23, 2016, and looking to start the project this year. Phase II is

planned for 2017 but this may not happen until 2018. Phase III will be constructed in 2019-2020. This will take the ramp to full expansion.

New ordinance was reviewed with the Commission with the changes from previous project. Ordinance has received approval from Executive Committee and Public Works Committee. After today's meeting the Ordinance will be presented to Finance Committee for approval and then to the County Board for approval at the August 23, 2016 meeting.

Motion by Vice-Chair Betzler to approve Ordinance 171-O-030 Deleting Existing Capital Project #201311 South and West Terminal Ramp Expansion, Create New Airport Expansion Project with Modified Scope and Revenue #201621, and Modify the 2016 Capital Projects Budget.

Second by Secretary Weis. Motion carried.

#### Chairman's Report.

None

#### Operations Report.

Fuel Farm Flowage: Jet A fuel increase was 582% this July due to runway closure in July of 2015. 100LL fuel was about the same as July of 2015. Year to date surpassed last year's numbers. A 30% increase in both 100LL and Jet this year compared to 2015.

Tower Operations: Surprisingly general aviation numbers were fewer this July to July of 2015, a slight decrease in 2016. Air taxi numbers increased this year compared to last year. As a whole, year to date shows 24% increase in 2016 compared to 2015. General aviation comparison to other Wisconsin airports (January to June), shows Oshkosh ramped up due to EAA. Waukesha numbers just a bit shy of Kenosha.

Conferences: Attended the AAAE Great Lakes Chapter conference in South Bend, IN. There were some very good sessions (drones, general aviation issues and airport leases). Always valuable networking at these conferences and the social events are great. Great conference, met many managers and operations people and picked up lots of ideas and information. Also an unexpected surprise, Waukesha Airport received the "General Aviation Construction Project of the Year" award for the runway 10/28 project. Mead & Hunt also received an award for this project.

Projects: A small section of pavement was completed last month between taxiway C and the southeast hangar area.

#### Airport Managers Report.

Food Truck Friday finally got started at the Airport on August 12<sup>th</sup>. Despite the bad weather, about fifty people showed up and it went well. Food Truck Friday will run thru September 30, 2016.

Gathering of Warbirds agreement was signed on 8/16/16 and is now in final phases for the event to happen. Will continue working with CAF until day of the event.

HAWS (Humane Animal Welfare Society) lease agreement has been finalized and will be presented for approval by the County Board at the August 23, 2016 meeting.

WAMA (Wisconsin Airport Managers Association) – The organization is working on a "Mechanics Lien" bill to be introduced to the State Legislature. This will allow the mechanics to

put a lien on the aircraft they are working on in case the plane departs without paying for the repairs. This will benefit the maintenance providers on the airfield. The bill will be presented to the State Legislature to be passed and then for signing by Governor Walker. Also trying to have a better working relationship with the County Lobbyists Association to be more aware of what is going on at the State level.

Planning is going on for the 2017 Wisconsin Aviation Conference. The conference will be held in Waukesha at the Country Springs Hotel in late April. More information on this will be provided at future Commission meetings.

Vice-Chair Betzler expressed his appreciation to the Airport (Commission, Kurt and Atlantic Aviation) for their assistance with the Gathering of Warbirds event to be held at the Airport. Hopefully there will be a good turnout for the event.

Future Commission Agenda Items.  
International Airport Status

Adjourn Meeting.  
Motion to adjourn by Secretary Weis.

Second by Vice-chair Betzler. Motion carried.

Meeting adjourned at 8:40 a.m.

Next Meeting: September 14, 2016

Respectfully Submitted,



Kurt J Weis  
Secretary

Waukesha County Airport Operations Commission – August 17, 2016