

MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING OCTOBER 14, 2015 - THURSDAY - 8:00 A.M. WAUKESHA COUNTY AIRPORT TERMINAL BUILDING CONFERENCE ROOM 2525 AVIATION DRIVE

In attendance-

Commissioners: Mike Crowley, Steve Betzler, Mike Payne, Kurt Weis

Excused: Aldo Madrigrano

Staff: Kurt Stanich, Matt Grenoble, Aimee Scrima

Others: Jim Singer, Ray Dalman, Alex Vojvodich

Approve/modify meeting minutes of September 17, 2015.

Motion to approve meeting minutes from September 17, 2015 by Commissioner Betzler.

Second by Commissioner Payne, motion carried.

Public comment/correspondence.

None.

Chairman's Report.

None.

Discussion and Recommendation on Resolution authorizing the waiver of collection of 1 month land lease payments due to reconstruction project.

As a review, a County Board Resolution is the term they use to weigh in on matters that do not involve a contract or any County funds. A County Board Ordinance is for matters which involve an obligation on the County's behalf.

Commissioner Crowley notes this Resolution references a specific timeframe of inconvenience to the tenants, June 1-20th. One month credit could be questioned on the County Board level as overcompensation. Removing the lines would not be appropriate in the resolution, instead noting that displaced tenants incurred quite a bit of extra expense in their displacement during the runway reconstruction project. This one month credit would mark a good faith effort on the County's behalf with our tenants.

Commissioner Weis requested information on the impact of our budget as this approximately \$50,000 land lease credit will come out of the airport operational budget. Originally, this idea was proposed to utilize the Airport Fund Balance to recoup the cost, but as the year has progressed with cutting expenses and savings, the airport will complete the year with an \$80,000 budget variance.

Motion to recommend County Board approval on Resolution authorizing the waiver of collection of 1 month land lease payments due to reconstruction project by Commissioner Betzler.

Second by Commissioner Weis, motion carried.

Discussion and recommendation on Ordinance granting easements on Airport property to WE Energies.

The old Red Carpet Lanes/AMF Bowling is in the process of being developed and as it stands the power grid to the Waukesha County Airport could be improved by closing a loop, improving reliability.

No tenant power will be disturbed in the installation of this additional power line. Nor will this line affect future growth of the airport negatively.

Airport Administration Office will complete this Ordinance by including survey map to this when presented to the County Board.

With this easement, WE Energies does not have sole rights to the granted space, the airport still holds rights regarding development.

Motion to recommend County Board approval on Ordinance granting easement on Airport property to WE Energies by Commissioner Payne.

Second by Commissioner Betzler, motion carried.

Airport Operations Report.

Fuel Farm Flowage: deliveries for Jet A and 100 LL are down approximately 41% for 2015 compared to 2014. Overall deliveries for September is up 14.5% compared to last year.

Tower Operations: September total operations are down 8% compared to September 2014. Overall operations are down 20.8% for the year, as expected with the runway reconstruction project.

Fuel comparison chart with surrounding airports provided for review.

Kenosha Airport's numbers are high because of cheaper fuel and cheaper land lease rates coordinated by airport administration and fixed-based operator(s). Ray Dalman from Atlantic Aviation did note that the retail prices included on the charts do not tell the whole story and other factors should be considered, including Waukesha being open for fuel sales 24 hours a day. Kenosha is open from 7am-7pm, which saves on labor costs. Additionally, there are fuel contracts with larger companies on fuel discounts along with Waukesha tenants receiving a discount should they come to the ramp to fill. Atlantic Aviation reviews their prices every other day.

The HVAC system replacement is not yet complete. The new units are working, but not running on their own. The new units also have a larger footprint and control system is not easily accessible. Additionally, the new controls do not communicate well with the existing system. Work on this will be completed on Friday, October 16th at the expense of the contractor.

Tree clearing of hazardous trees that penetrate the recommended slope for incoming and outgoing aircraft will be completed the second round by the end of the year. The FAA identifies

these hazards to be addressed. Currently these hazards exist primarily on the approach end of 28, north of 18 and south of 36.

Airport Managers Report.

Stein's Aircraft Services is moving forward with the fuel farm development. There have been some issues with the original fuel farm proposal submitted with their Aeronautical Service Provider application. Original plans were not well researched resulting in a longer process than anticipated. They still hope to have it built and optional by winter.

Stein's Aircraft Services will be hosting an open house tonight, October 14th at their Kenosha Hangar, 4-7pm. Commissioners are invited to attend.

Atlantic Aviation negotiations for a new lease continues, additional research and clarification is in the works. Discussions will be weekly.

Mead & Hunt nominated Zignego Company to the Bureau of Aeronautics "Project of the Year" award for the Runway 10/28 Reconstruction project. They are up against 2 other submissions.

Property acquisition surrounding the airport will be a necessary step in the coming years. It is commonplace for airports across the country to acquire land surrounding it for aeronautical use or 100 year land lease. Not only is this a revenue generating opportunity, it offers competitive rates to lessees and also benefits the airport by eliminating some of the problems with airspace that private development can have.

T-Hangar development is still in process. With moderate support from the County, Airport Administration office is in discussion with T-hangar manager, Atlantic Aviation, to change price structure to pay for the upkeep of these buildings as the County owns these buildings free and clear. Possible option to encourage these tenants to relocate to other open space or build their own hangar is a viable option as well, allowing for more tenants to fill the T-Hangar space.

The viewing benches outside the Waukesha County Airport Terminal building constructed by Eagle Scout Erik Schwerman (son of airport tenant Carl Schwerman) now showcases a plaque on both the center bench and the picnic table. Commission Betzler recommends a ceremony commending him for his effort. Airport Administration office will review for possibility.

Airport Administration office has begun research regarding reopening the grass runway on the east side of the airport. With the development of hangars there are some restrictions regarding the length and width available. Alternate locations are a possibility.

Aviator Doug Hope passed away and will be remembered well as a World War II vet, who flew the B-17.

The Commemorative Air Force will be doing a flyover in for the opening of Veteran's Park in Oconomowoc on Sunday 10/18/15, leaving from UES approximately 1:30pm for a 2pm flyover.

Future Commission Agenda Items.

Marketing Plan for 2016

Master Plan Discussion

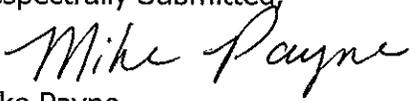
Adjourn Meeting.

Motion to Adjourn by Commissioner Payne, second by Commissioner Betzler, motion carried.

Meeting adjourned at 8:38am

Next Meeting: Wednesday, November 11, 2015 at 8:00am.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Mike Payne".

Mike Payne

Secretary

Waukesha County Airport Operations Commission

October 17, 2015