

Approved Minutes of February 8th, 2021

Submitted by Doug Stephens, March 8th, 2021

Meeting was held via Zoom. Please see documented access information at the end of these minutes.

Platteville Municipal Airport Commission Meeting

February 8th, 2021, 6:00 pm

Meeting held via Zoom

- I. Commission Meeting Call to Order: by Cooley, Chairman @ 6:02 pm
 - a. Quorum achieved.
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Kathy Kopp (P, City of Platteville Common Council, Airport Representative) (P), Chuck Runde (P), Joe Sener (P), Doug Stephens (P), Danny Xiao (P). Others: Alaine Olthafer-Lange (A&A Aviation, Airport Management), Nicola Maurer (City of Platteville Administrative Director), Adam Ruechel (Platteville City Manager). Also in attendance were UW-Platteville Engineering Senior Design (Hangar Project) project team members Ryan Herken, Joshua Jirikowic, and Mariel Crisci.
- II. Approval of Minutes, Jan. 11th, 2021: Stephens, Secretary
 - a. Motion to approve the Jan. 11th minutes by Stephens, 2nd by Du Plessis. Passes unanimously.
- III. Citizen's Comments, Observations and Petitions: Cooley, Chairman
 - a. UW-Platteville Engineering Senior Design (Hangar Project) project team members Ryan Herken, Joshua Jirikowic, and Mariel Crisci were in attendance.
 - b. No citizen comments, observations, or petitions were noted.
- IV. Sub-Committee Meetings for January: Cooley, Chairman
 - a. Recap of January 28th meetings:
 - Runde noted that the Budget Committee is hopeful of good bids.
 - Kopp wants to get the Airport included in the tourism Activity Guide. Would also like to do an Open House, as well as a Business After Hours event at the Airport to help showcase the Airport. Would like to go to area non-profit groups and let them know about the Airport. Also proposed the idea of the Airport hosting an annual New Pilot Graduation event and get a picture of the new graduates and post it in the pilot's lounge area.
 - Cooley stated that hosting the July 4th fireworks is not something the Airport really wants to take on.
 - Budget Committee suggested that the Commission tour another airport's box hangars. Iowa County was mentioned.
 - Does the \$85,000 payment bring us up to date? Olthafer-Lange stated that the snow removal and mowing equipment has not been delivered yet. Olthafer-Lange did confirm that the journal entry was made with the City.
 - b. Setup of meetings if needed Feb/March (bring calendars).
 - Cooley stated that he will defer on setting up meetings.

V. Airport Masterplan and Hangar Project Update: Cooley, Chairman

- a. Design, Quantity Update: We have committed to doing two box hangars, then four to six T-hangars. We are looking at \$900,000 to \$1,000,000 total project cost.
- b. Alternates: Olthafer-Lange stated that it relies on what we want to do. Cooley pulled up an image map from Strand Associates, along with an opinion of probable cost dated 1/27/2021 from BoA. BoA's figure was \$1,046,000.
 - Du Plessis stated that the box hangars are for general aviation (GA) contingency, until other hangars become available for rent. The concept of going small and building up just does not work with our strategy. Our strategy allows us to serve our niche customers.
 - Du Plessis asked Maurer about future customers, regarding the 350,000 SF warehouse and distribution center being developed in the Platteville Industrial Park, that could drive some traffic through the Airport. It will have a positive effect on economic development. Ruechel is hoping for an official announcement soon.
 - Runde asked about the amount of debt the Airport needs to incur regarding the hangar project, and how this would be shown on the City books. Maurer stated that the City does have debt capacity right now, and the capacity is tied to the total equalized value of the City. We had talked about doing something different with a shorter window (5-year or 10-year window). Cooley stated that he thought we could get a better price. Olthafer-Lange spoke about a future financial strategy. Cooley stated that Holbrook had mentioned \$101,000 would be the maximum regarding the Sponsor Only (SO) amount.
 - Cooley said that our next long-term project is a an FBO. Olthafer-Lange spoke about a special meeting on Feb. 23rd and showed a 2021 bid schedule. Maurer asked about when we would need financing lined up. The northern taxi lane and crack sealing were discussed, as they would need to be done in the future. Maurer stated that the City Council would need to approve procuring more debt, and Ruechel spoke about earmarking \$600,000 that would have been paid off as debt. Maurer said that the airport would need to make a formal motion and request to the City. We would need the Commission to make a motion with some sort of range. Cooley stated that that range would be \$700,000. Cooley called for a motion. Motion by Sener, 2nd by Xiao. Motion carries unanimously.
 - Du Plessis asked about approving that we engage BoA in the bidding process. Motion by Du Plessis, 2nd by Sener. Motion carries unanimously. Maurer stated that in two week the City Council will have info and discussion, then two weeks following would have a vote to approve. The next meeting would be March 9th for information and discussion, and March 23rd would be action. Maurer noted that it would be good to have someone from the airport in attendance at both meetings. Kopp emphasized the importance of having some Airport representatives there. Olthafer-Lange and Cooley stated that they would attend.
- c. Bid Schedule/timeline
- d. Special Meeting to finalize plans (Feb. 15thtime TBD)

VI. Treasurer's Report, January 31, 2021: Du Plessis, Treasurer

- Du Plessis noted that there is not a lot of January 2021 info to report.

- Du Plessis stated that we don't show much hitting the Detail Fund Expenditures, because these hit after the month is through. Maurer noted that we will see these in the January Vouchers for now.
- Olthafer-Lange noted that the Airport purchased a full load of Jet-A fuel, and it should be booked to 2020.
- a. Monthly Income, from Financial Report: \$11,777.55
- b. Monthly Expense, from Financial Report: \$331.12
- c. Monthly Invoice Payments: \$119,270.93
- d. Status of Project Payments
- e. Annual revenue only missed by 5%, which was really good.
- f. Motion by Du Plessis to approve the Treasurer's Report and pay the vouchers. 2nd by Runde. Passes unanimously.

VII. Manager's Report: A&A Aviation Olthafer-Lange, Manager

- Manager's Report was sent out Friday night.
- January, February, and March are by far the slowest months for Airport flight volume. There has been some movement on hangar rent, as people come and go.
- EAA has been scheduled, July 26th – August 1st, 2021.
- The Boy Scout Pancake Breakfast was mentioned. They serve 600 people on a good year.
- There are 12 to 13 flight students right now, and they tend to stick with us through different training rating levels.
- We did some avionics ratings to one of our airplanes.
- Holbrook called ADO in Chicago. The Buy American Waiver has just been signed, and now needs to be signed by the Governor.
- Olthafer-Lange has made phone calls to get our mowing equipment purchases underway. We need new quotes. We should have a new riding mower by grass mowing season.
- Cooley asked Olthafer-Lange to let people know how much time it takes to take care of snow, as it does take a lot of work. Olthafer-Lange noted that they had worked until 3:00 AM Friday, with a lot more work occurring on Saturday, including plowing out the T-hangars.
- General Airfield Operations:

- Flight Operations:

Flight Activity Jan. 2021	Flight Activity Jan. 2020
Total Flights 998	Total Flights 358
Personal 108	Personal 64
Business 34	Business 22
Instruction 856	Instruction 272

- Fuel Sales:

Fuel Sales Jan. 2021	Fuel Sales for Jan. 2020
100LL 697 Gallons	100LL 378 Gallons
JetA 654 Gallons	JetA 386 Gallons

- Fuel Purchased and Current Price (Jan. 2021):

Fuel Type	Quan. Purchased	Current Price
100LL	0	\$4.05
JetA	7600	\$4.00

- Marketing Update:
- Mowing Equipment

VIII. Adjournment: Cooley, Chairman

- Motion to adjourn by Sener, 2nd by Du Plessis Passes unanimously. Adjourned at 7:13 PM

Access Information from Feb. 8th, 2021 published meeting agenda:

To join the Airport Commission Meeting via Zoom please visit:

<https://us02web.zoom.us/j/81756201731?pwd=U3Byd1F2bGIGUHNuQ2UreTZTc0c2QT09>

Meeting ID: 817 5620 1731

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