

Minutes of Feb. 14th, 2022

As Approved Mar. 21st, 2022. Submitted by Doug Stephens, Mar. 22nd, 2022

Airport Commission Meeting

Feb. 14th, 2022, 6:00 pm

Meeting held via Zoom

See Zoom link info at the end of this document.

- I. Commission Meeting Call to Order: by Cooley, Chair @ 6:10 pm
 - a. Quorum achieved.
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Chuck Runde (P), Joe Sener (P), Doug Stephens (P), Danny Xiao (P). Others: Nicola Maurer (Administration Director), Kathy Kopp (Council Representative), Andy Lange (A&A Aviation, Airport Management), Josh Holbrook (BoA), Brandon Herbert (Strand Associates).
 - c. Sener noted that he had to leave the meeting at 6:40 PM. Runde noted that he had to leave the meeting at 7:00 PM.
 - d. Cooley asked the Commission if it would be alright to move two items on the agenda ahead of the Treasurer's Report. The Commission members said yes.
 - e. Motion by Cooley to move Agenda Items VI (Action to Re-Bid Airport Hangar) & VII (Master Plan Update) ahead of Item IV Treasurer's Report. 2nd by Sener. Approved unanimously.
- II. Approval of Minutes, Jan. 10th: Cooley, Chair
 - a. Motion by Runde to approve the Jan. minutes. 2nd by Sener. Passes unanimously.
- III. Citizen's Comments, Observations and Petitions: Cooley, Chair
 - a. None.
- IV. Master Plan Update: Cooley, Chair
 - a. Herbert noted that the agenda does not include taking action on the Master Plan, going by what was posted on the City's website. A late email had gone out with the updated agenda.
 - b. Herbert spoke about runway expansion, and hangars, and presented a marked-up aerial photo. Would like to like to add an extension to the taxiway, The red shading shown in the middle (asphalt area), can be reduced in size. Talked about the ALP. Proposed new hangars can go closer to the runway. Herbert recommended shifting the location of the proposed new hangars. We can create the concept now, then update the ALP accordingly. Herbert offered to work with Coffman Associates on clarifying. The blue line shown is the Building Restriction Line. Hangars could be located up to the blue dashed line. Brandon suggested revisiting the topic at the next Commission meeting.
 - c. The detention pond was discussed. Runde suggested going back to Coffman Associates and have them draft up something with more definition. Cooley asked that this work to help inform the next meeting.
- V. Action to Re-Bid Airport Hangar: Cooley, Chair
 - a. Target Bid Date April 21. There is an extra \$475,000 of CIP (the \$475,000 figure is the CIP with the

entitlement from this year), plus \$159,000 new entitlement money, plus \$954,000 in entitlements, plus \$256,000 of Treasurer's Cash. The total is \$1,844,000 in the year 2025. Project is still right ahead of us.

- Cooley asked if the Building Subcommittee has a recommendation. Reviewed the Tabulation of Bids (all bids were previously rejected). Cooley stated that If the Commission wants to rebid with the expectation of up to \$2M, then we should rebid for a 70' x 70' hangar. The next would be a 4-unit T-hangar, and the next following would be two additional T-hangars.
- Both Cooley and Sener spoke about the opportunity for UW-Platteville student involvement. Sener stated that it would be a win-win opportunity, even it is a break-even situation financially.
- Both Sener and Runde stated that they needed to leave the Zoom meeting at 7:00PM.
- Herbert stated that the project could bid in May 2022, with delivery coming later. Cooley stated that UW-Platteville students could help build the building in spring 2023.
- Herbert mentioned the concept of implementing a force account, then BoA would then reimburse the force account.
- Cooley spoke about approving the rebid process. Du Plessis spoke about building two 70' x 70' box hangars. Lange mentioned that four (4) general aviation (GA) aircraft could fit in each. Five (5) fitting in each was also mentioned. Herbert stated that we would need to determine where it would be located. Du Plessis stated that he would rather pursue two (2) 70' x 70' box hangars, than four (4) T-hangars, given the direction we want to go as an airport. It was noted that a 50' x 50' box hangar would not give us the space that we need.
- Josh Holbrook left the call at 6:29 PM.
- Herbert stated that any improvements/changes will need to be shown within the ALP for BoA approval. Cooley asked Herbert for his concerns. Cooley stated that it would take five months before we would be ready to out to bid. Herbert stated that the bidding contractors would need to know the site, site conditions, etc., to inform their bids.
- Would need for the second 70' x 70' box hangar to be shown on a new ALP for the BoA to consider funding it.
- Discussed possible locations for the second 70' x 70' box hangar.
- The base bid will be for one (1) 70' x 70' box hangar. The alternate bid will be for a second 70' x 70' box hangar. Lange re-emphasized that the Airport needs a 70' x 70' box hangar. Herbert emphasized that we need to show where it will be sited, and it must be a buildable plan.
- Motion by Du Plessis that the Airport rebid for one (1) 70' x 70' box hangar, with the target of an April bid date. 2nd by Stephens. Passes unanimously.
- We don't see an economy of scale right now to build two. Cooley stated that we have to be ready to move when opportunities come along.

b. Impact to CIP, Potential FBO

VI. Treasurer's Report, Jan. 2022: Du Plessis, Treasurer

- a. Monthly Income, from Financial Report: \$ (in progress)
- b. Monthly Expense, from Financial Report: \$ (in progress)
- c. Monthly Invoice Payments: \$50,019.68
- d. Payments includes the hangar loan payoff.
- e. Du Plessis stated that he doesn't see anything unusual in the monthly invoices, and asked Lange if there were any additional invoices. Lange stated that there were additional invoices, and that he would send them to Du Plessis.
- f. Motion by Du Plessis to pay the vouchers and approve the Treasurer's Report. 2nd by Xiao. Passes unanimously.

VII. Manager's Report: A&A Aviation Manager

- a. General Airfield Operations:
 - Lange stated that January was a very good month.
 - The PC12 airplane had come in and was flying a lot. A&A is working to get a new pilot up to snuff. The flight school has been flying a lot.
 - Hangar Status: 1 on waiting list.
 - Will be getting another load of Jet-A fuel. The cost is up.
 - Lange stated that he has talked to Morton Buildings, and they seem interested.
 - So far, Feb. has been a normal month, but has been busy.
 - We do have the complete report from Alaine Olthafer in the meeting materials packet.

b. Flight Operations

Flight Activity Jan. 2022	Flight Activity Jan. 2021
Total Flights 818	Total Flights 998
Personal 52	Personal 108
Business 38	Business 34
Instruction 728	Instruction 856

c. Fuel Sales:

Fuel Sales Jan. 2022	Fuel Sales for Jan. 2021
100LL 729 Gallons	100LL 697 Gallons
JetA 1781 Gallons	JetA 654 Gallons

d. Fuel Purchased and Current Price (Jan. 2022):

Fuel Type	Quan. Purchased	Current Price
100LL	0	\$4.60
JetA	0	\$3.75

e. FVT Meeting Oct. 13th follow-up

f. CIP with BOA Update

VIII. Revisit Relationship Building: Cooley, Chair

a. Cooley stated that this will be a focal point going forward. He asked that commission is there were any concerns on this topic, and no concerns were voiced.

IX. Adjournment: Cooley, Chair

a. Motion to adjourn by Xiao, 2nd by Du Plessis. Passes unanimously. Adjourned at 7:45 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/86767744588>

Meeting ID: 867 6774 4588

Or connect by phone: 888 475 4499 US Toll-free or 877 853 5257 US Toll-free

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