



**Platteville Airport Commission Meeting**  
**Monday, March 21, 2022, 6:00 PM**  
Meeting will be held in person at  
Platteville Municipal Airport  
5157 Highway 80, Platteville, W

- |   |                  |
|---|------------------|
| <b>I. Commission Meeting Call to Order</b>  | <b>Chair</b>     |
| <b>II. Approval of Minutes, February 14</b>   | <b>Secretary</b> |
| <b>III. Citizens Comments, Observations and Petitions</b>   | <b>Chair</b>     |
| <b>IV. Treasurer's Report, February 28, 2022</b>  | <b>Treasurer</b> |
| <ul style="list-style-type: none"><li>• Monthly Income Review</li><li>• Monthly Expenses Review</li><li>• Monthly Invoice Payments</li><li>• Status of Project Payments</li></ul>   |                  |
| <b>V. Manager's Report</b>  | <b>Manager</b>   |
| <ul style="list-style-type: none"><li>• General Airfield Operations</li><li>• Flight Operations</li><li>• Fuel Sales</li><li>• Fuel Prices</li><li>• FVT Meeting October 13<sup>th</sup> follow-up</li><li>• CIP with BOA Update</li></ul>                                      |                  |
| <b>VI. Master Plan Open House Discussion</b>  | <b>Chair</b>     |
| <ul style="list-style-type: none"><li>• Potential RCO Decommissioning</li></ul>   |                  |
| <b>VII. Airport CIP Plan</b>  | <b>Chair</b>     |
| <ul style="list-style-type: none"><li>• Open Discussion, how to use entitlement</li><li>• Extra funding from Infrastructure Legislation</li></ul>   |                  |
| <b>VIII. CLOSED SESSION</b> per Wisconsin Statute 19.85(1)(c) -<br>Considering employment, promotion, compensation,<br>or performance evaluation data of any public employee over which the<br>governmental body has jurisdiction or exercises responsibility – Airport Manager | <b>Chair</b>     |
| <b>IX. Motion to come out of CLOSED SESSION</b>   | <b>Chair</b>     |
| <b>X. Action in open session if necessary</b>   | <b>Chair</b>     |
| <b>XI. Adjournment</b>  | <b>Chair</b>     |

DRAFT Minutes of Feb. 14<sup>th</sup>, 2022  
Submitted by Doug Stephens, Mar. 1st, 2022

Airport Commission Meeting  
Feb. 14<sup>th</sup>, 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. 2<sup>nd</sup> by Sener. Approved unanimously.
- II. Approval of Minutes, Jan. 10<sup>th</sup>: Cooley, Chair
  - a. Motion by Runde to approve the Jan. minutes. 2<sup>nd</sup> 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. 2<sup>nd</sup> 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

- a. Monthly Income, from Financial Report: \$
- b. Monthly Expense, from Financial Report: \$
- 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. 2<sup>nd</sup> 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. 13<sup>th</sup> 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

If attendance requires special accommodation needs, please contact (608)348-9741, ext. 2238

**CITY OF PLATTEVILLE AIRPORT COMMISSION**  
**FINANCIAL REPORT**  
**FEBRUARY 28, 2022**

# CITY OF PLATTEVILLE

BALANCE SHEET  
FEBRUARY 28, 2022

## FUND 200 - AIRPORT FUND

		BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>					
200-10001-000-000	ALLOCATED CASH	29,700.00	.00	.00	29,700.00
200-10002-000-000	TREASURER'S CASH	262,268.76	( 47,921.33)	( 36,876.52)	225,392.24
200-10003-000-000	AIRPORT CASH - RESTRICTED BAL	38,234.85	.00	.00	38,234.85
200-11110-000-000	AIRPORT INVESTMENTS	8,770.78	.00	.50	8,771.28
200-13911-000-000	ACCOUNTS RECEIVABLE MISC.	2,965.89	.00	( 4,662.29)	( 1,696.40)
200-16120-000-000	AIRPORT FUEL INVENTORY	24,386.94	.00	.00	24,386.94
200-17238-000-000	AIRPORT LOAN RECEIVABLE	.00	.00	.00	.00
	<b>TOTAL ASSETS</b>	<b>366,327.22</b>	<b>( 47,921.33)</b>	<b>( 41,538.31)</b>	<b>324,788.91</b>
<u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
200-21211-000-000	VOUCHERS PAYABLE	( 15,772.81)	740.20	17,056.64	1,283.83
200-21220-000-000	WAGES PAYABLE CLEARING	.00	.00	.00	.00
200-21313-000-000	6.20% SOC. SEC. EES	.00	.00	.00	.00
200-21314-000-000	1.45% SOC. SEC. EES	.00	.00	.00	.00
200-21315-000-000	6.20% SOC. SEC. ERS	.00	.00	.00	.00
200-21316-000-000	1.45% SOC. SEC. ERS	.00	.00	.00	.00
200-21700-000-000	1.45% SOC. SEC. ERS	.00	.00	.00	.00
200-23160-000-000	PREPAYMENTS	.00	.00	.00	.00
200-26000-000-000	DEFERRED (PREPAID) REVENUE	.00	.00	.00	.00
200-27015-000-000	ADVANCE FROM GENERAL FUND	( 31,971.50)	241.90	1,548.31	( 30,423.19)
200-27238-000-000	AIRPORT SHORT-TERM LOAN	.00	.00	.00	.00
	<b>TOTAL LIABILITIES</b>	<b>( 47,744.31)</b>	<b>982.10</b>	<b>18,604.95</b>	<b>( 29,139.36)</b>
<u>FUND EQUITY</u>					
200-30000-000-000	BUDGET VARIANCE	.00	.00	.00	.00
200-31110-000-000	AIRPORT FUND BALANCE	( 318,582.91)	.00	.00	( 318,582.91)
200-34000-000-000	RESERVE FOR ADV. FROM GEN	.00	.00	.00	.00
200-34110-000-000	P.O. ENCUMBRANCE	.00	.00	.00	.00
	NET INCOME/LOSS	.00	46,939.23	22,933.36	22,933.36
	<b>TOTAL FUND EQUITY</b>	<b>( 318,582.91)</b>	<b>46,939.23</b>	<b>22,933.36</b>	<b>( 295,649.55)</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>( 366,327.22)</b>	<b>47,921.33</b>	<b>41,538.31</b>	<b>( 324,788.91)</b>

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 2 MONTHS ENDING FEBRUARY 28, 2022

**FUND 200 - AIRPORT FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>PUBLIC CHARGES FOR SERVICE</u>							
200-46340-460-000	AVIATION FUEL CASH SALES	.00	6,116.62	84,000.00	( 77,883.38)	7.28	.00 ( 77,883.38)
200-46340-461-000	AVIATION FUEL CREDIT CARD	2,074.29	4,994.35	120,000.00	( 115,005.65)	4.16	.00 ( 115,005.65)
200-46340-463-000	LAND RENT FOR PRIVATE HANGA	.00	.00	7,900.00	( 7,900.00)	.00	.00 ( 7,900.00)
200-46340-464-000	HANGAR RENT	.00	13,638.44	36,000.00	( 22,361.56)	37.88	.00 ( 22,361.56)
200-46340-466-000	INTEREST AIRPORT INVESTMENT	.00	.50	.00	.50	.00	.00 .50
200-46340-467-000	INTEREST - NOW ACCOUNT	71.34	153.38	1,200.00	( 1,046.62)	12.78	.00 ( 1,046.62)
200-46340-468-000	LAND RENTAL PARCEL A	.00	.00	90,500.00	( 90,500.00)	.00	.00 ( 90,500.00)
200-46340-470-000	LAND RENTAL PARCEL B	.00	.00	7,395.00	( 7,395.00)	.00	.00 ( 7,395.00)
200-46340-471-000	LAND RENTAL PARCEL C	.00	.00	795.00	( 795.00)	.00	.00 ( 795.00)
200-46340-480-000	A & A HANGAR RENT	.00	1,455.32	1,455.00	.32	100.02	.00 .32
200-46340-485-000	CIP PAYMENT FROM CITY	.00	.00	15,000.00	( 15,000.00)	.00	.00 ( 15,000.00)
	<b>TOTAL PUBLIC CHARGES FOR SE</b>	<b>2,145.63</b>	<b>26,358.61</b>	<b>364,245.00</b>	<b>( 337,886.39)</b>	<b>7.24</b>	<b>.00 ( 337,886.39)</b>
	<b>TOTAL FUND REVENUE</b>	<b>2,145.63</b>	<b>26,358.61</b>	<b>364,245.00</b>	<b>( 337,886.39)</b>	<b>7.24</b>	<b>.00 ( 337,886.39)</b>



**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2022**

**FUND 200 - AIRPORT FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>AIRPORT</u>							
200-53510-804-000	AIRPORT: ATTORNEY FEES	.00	.00	1,500.00	1,500.00	.00	1,500.00
200-53510-805-000	AIRPORT: FUEL 100LL	.00	.00	80,000.00	80,000.00	.00	80,000.00
200-53510-806-000	AIRPORT: FUEL JET-A PURCHASE	.00	.00	82,500.00	82,500.00	.00	82,500.00
200-53510-807-000	AIRPORT: FUEL MAINTENANCE	.00	.00	1,500.00	1,500.00	.00	1,500.00
200-53510-809-000	AIRPORT: FAHERTY RECYCLING	65.65	65.65	708.00	642.35	9.27	642.35
200-53510-810-000	AIRPORT: BUILDINGS & GROUND	44.65	44.65	10,000.00	9,955.35	.45	9,955.35
200-53510-813-000	AIRPORT: 10 BAY HANGAR LOAN	30,906.99	31,025.58	.00	( 31,025.58)	.00	( 31,025.58)
200-53510-814-000	AIRPORT: FUEL PURCHASES	475.43	475.43	4,000.00	3,524.57	11.89	3,524.57
200-53510-815-000	AIRPORT: FUEL FLOWAGE (TO M	515.90	515.90	10,000.00	9,484.10	5.16	9,484.10
200-53510-816-000	AIRPORT: FED/WI GRANT PROJEC	2,937.03	2,937.03	15,000.00	12,062.97	19.58	12,062.97
200-53510-817-000	AIRPORT: CREDIT CARD FEES	47.28	135.80	1,400.00	1,264.20	9.70	1,264.20
200-53510-820-000	AIRPORT: GENERAL SUPPLIES	159.49	159.49	2,000.00	1,840.51	7.97	1,840.51
200-53510-821-000	AIRPORT: PROPANE	1,549.63	1,549.63	2,000.00	450.37	77.48	450.37
200-53510-823-000	AIRPORT: LIABILITY INS	2,979.00	2,979.00	6,800.00	3,821.00	43.81	3,821.00
200-53510-824-000	AIRPORT: AIRPORT MGR'S CONT	8,250.00	8,250.00	99,000.00	90,750.00	8.33	90,750.00
200-53510-827-000	AIRPORT: POSTAGE	5.30	5.30	75.00	69.70	7.07	69.70
200-53510-828-000	AIRPORT: PR & ADVERTISING	.00	.00	500.00	500.00	.00	500.00
200-53510-830-000	AIRPORT: SALES TAX	.00	.00	2,000.00	2,000.00	.00	2,000.00
200-53510-833-000	AIRPORT: TELEPHONE	256.78	256.78	2,800.00	2,543.22	9.17	2,543.22
200-53510-836-000	AIRPORT: ALLIANT	891.73	891.73	9,500.00	8,608.27	9.39	8,608.27
200-53510-847-000	AIRPORT: AVIATION FUEL TAX	.00	.00	2,500.00	2,500.00	.00	2,500.00
200-53510-848-000	AIRPORT: EQUIPMENT EXPENSES	.00	.00	5,000.00	5,000.00	.00	5,000.00
	<b>TOTAL AIRPORT</b>	<b>49,084.86</b>	<b>49,291.97</b>	<b>338,783.00</b>	<b>289,491.03</b>	<b>14.55</b>	<b>.00</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>49,084.86</b>	<b>49,291.97</b>	<b>338,783.00</b>	<b>289,491.03</b>	<b>14.55</b>	<b>.00</b>
	<b>NET REV OVER EXP</b>	<b>( 46,939.23)</b>	<b>( 22,933.36)</b>	<b>25,462.00</b>	<b>( 48,395.36)</b>	<b>( 90.07)</b>	<b>.00</b>

# Platteville Airport Manager's Report

## February 2022

### Fuel Sales for 2022

100LL 648 Gallons  
JetA 1532 Gallons

### Fuel Sales for 2021

100LL 742 Gallons  
JetA 641 Gallons

### Flight Activity 2022

Total Flights 1210  
Personal 104  
Business 64  
Instruction 1042

### Flight Activity 2021

Total Flights 1134  
Personal 90  
Business 42  
Instruction 1002

### Fuel Purchased & Current Price

100LL	0	\$5.00
JetA	3700	\$4.75

**Hangar Status:** Full, one on waiting list.

**Notes:** PVB was used as a staging field for a helicopter conducting survey work to determine bedrock depth and glacial sediments in parts of Grant, Iowa, Lafayette, and Green counties. More information can be found at <http://www.usgs.gov/news/state-news-release/media-alert-low-flying-helicopter-will-survey-southern-wisconsin-geologic>

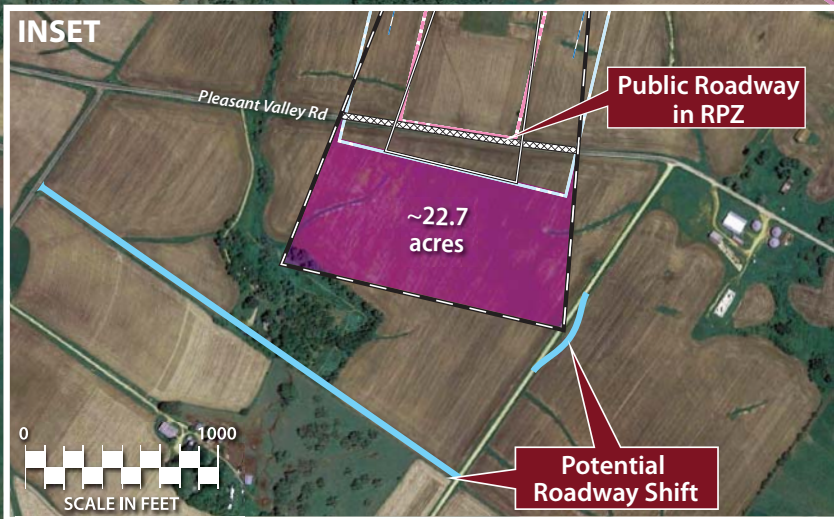
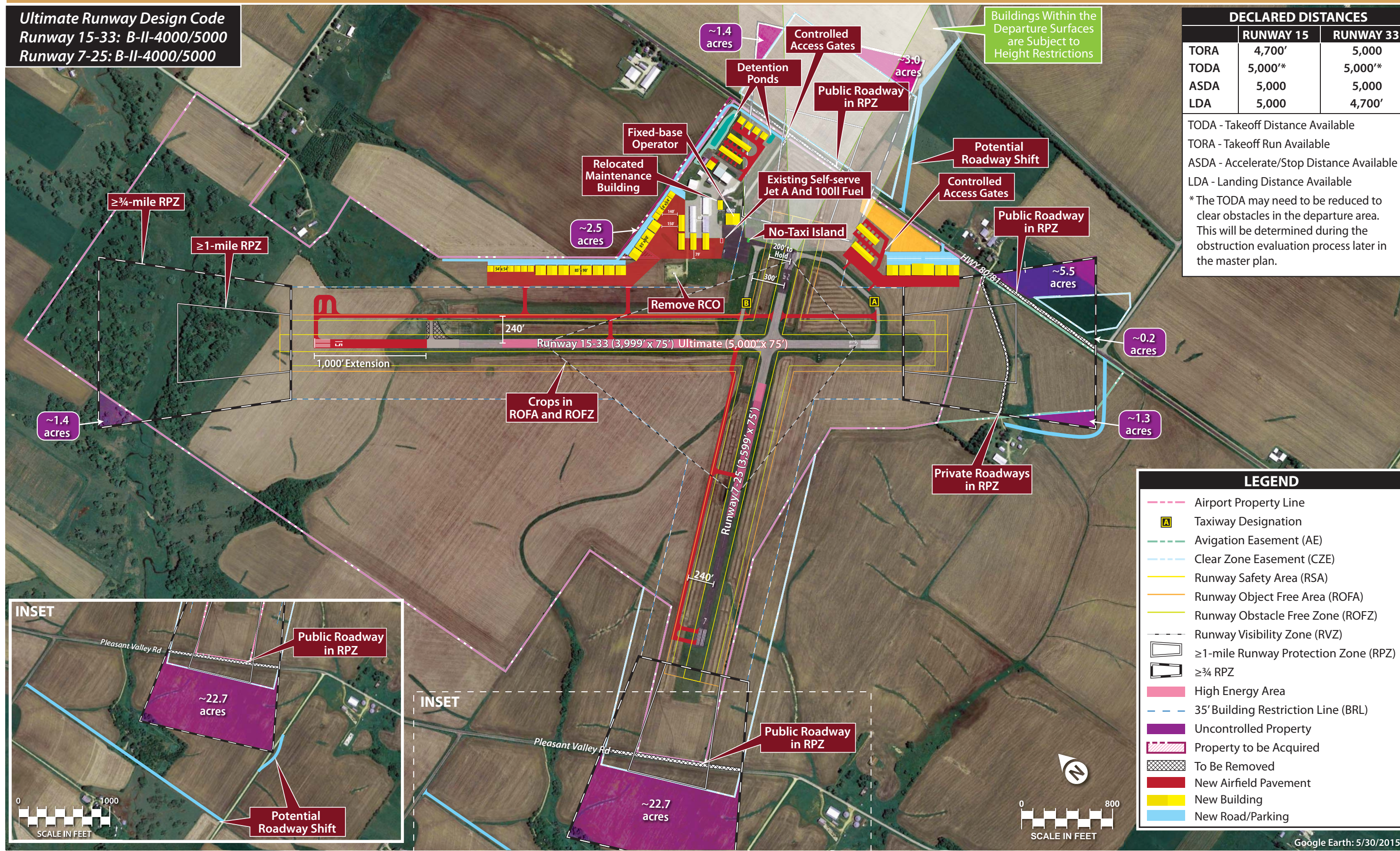


**Ultimate Runway Design Code**  
Runway 15-33: B-II-4000/5000  
Runway 7-25: B-II-4000/5000

DECLARED DISTANCES		
	RUNWAY 15	RUNWAY 33
TORA	4,700'	5,000'
TODA	5,000'*	5,000'*
ASDA	5,000'	5,000'
LDA	5,000'	4,700'

TODA - Takeoff Distance Available  
TORA - Takeoff Run Available  
ASDA - Accelerate/Stop Distance Available  
LDA - Landing Distance Available

\* The TODA may need to be reduced to clear obstacles in the departure area. This will be determined during the obstruction evaluation process later in the master plan.



LEGEND	
	Airport Property Line
	Taxiway Designation
	Avigation Easement (AE)
	Clear Zone Easement (CZE)
	Runway Safety Area (RSA)
	Runway Object Free Area (ROFA)
	Runway Obstacle Free Zone (ROFZ)
	Runway Visibility Zone (RVZ)
	≥1-mile Runway Protection Zone (RPZ)
	≥3/4 RPZ
	High Energy Area
	35' Building Restriction Line (BRL)
	Uncontrolled Property
	Property to be Acquired
	To Be Removed
	New Airfield Pavement
	New Building
	New Road/Parking

Google Earth: 5/30/2015



**LEGEND**

- Airport Property Line
- A Taxiway Designation
- Avigation Easement (AE)
- Clear Zone Easement (CZE)
- Runway Safety Area (RSA)
- Runway Object Free Area (ROFA)
- Runway Obstacle Free Zone (ROFZ)
- Runway Visibility Zone (RVZ)
- ≥ 1-mile Runway Protection Zone (RPZ)
- ≥ ¾ RPZ
- High Energy Area
- 35' Building Restriction Line (BRL)
- Uncontrolled Property
- Property to be Acquired
- To Be Removed
- New Airfield Pavement
- New Building
- New Road/Parking

