



**Platteville Airport Commission Meeting
Monday, August 14, 2023, 6:00 PM**

Meeting will be via Zoom only.
SEE BELOW for meeting access

- | | |
|---|------------------|
| I. Commission Meeting Call to Order | Chair |
| II. Approval of Minutes, July 17 & 31, 2023 | Secretary |
| III. Citizens Comments, Observations and Petitions | Chair |
| IV. Discussion and Possible Action on Emergency Response Plan | Chair |
| V. Discussion and Possible action on Minimum Standards | Chair |
| VI. Discussion and Possible Action on Flight Simulator Pricing | Chair |
| VII. Discussion on Runway Object Free Area | Chair |
| VIII. Discussion and Possible Action on Offer for Hangar No. 4 Lease Remedy | Chair |
| IX. Discussion and Possible Action on Private Box Hangar Purchase | Chair |
| X. Discussion and Possible Action on Bolstering Security System | Chair |
| XI. Discussion and Possible Action on RFP Terms and Timeline | Chair |
| XII. Discussion and Possible Action on New Box Hangar Pricing | Chair |
| XIII. Treasurer's Report, July 31, 2023 | Treasurer |
| <ul style="list-style-type: none">• Monthly Income Review• Monthly Expenses Review• Monthly Invoice Payments• Status of Project Payments | |
| XIV. Manager's Report | Manager |
| <ul style="list-style-type: none">o General Airfield Operationso Flight Operationso Fuel Saleso Fuel Prices | |
| XV. Adjournment | Chair |

Join Zoom Meeting

<https://us02web.zoom.us/j/84130827581?pwd=bHJkS0FnejBsSXQrcDRVemF6bTZDdz09>

Meeting ID: 841 3082 7581 Passcode: 405961 • 888 475 4499 US Toll-free / • 877 853 5257 US Toll-free

Airport Commission Meeting
July 17, 2023, 6:00 pm
Meeting held in-person, at the Platteville Airport, 5157 HWY 80, Platteville WI.

- I. Commission Meeting Call to Order: by Cooley, Chair @ 6:00pm
 - a. Quorum achieved.
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Joe Sener (P), Danny Xiao (P), Bill Kloster (P), Mike Dalecki (P). Others: Britney Boxrucker (Airport Assistant). Guests: Nicola Maurer (Administration Director), Bill Murphy (Wisconsin Dells airport manager)
- II. Approval of Minutes, June 12: Cooley, Chair
 - a. Motion by Dalecki, 2nd by Sener to approve the minutes of June 12, with the modification in VII (\$20.00 should be \$25.00). Motion passed unanimously.
- III. Citizens Comments, Observations and Petitions
 - a. Motion by Kloster to move Item III Citizens Comments to the end of the meeting. 2nd by Sener. Motion passed unanimously.
- IV. Presentation on Airport Management Concept
 - a. Boxrucker gave a presentation from 6:05~6:19
 - b. Question: What do you see in the coming five years? Answer: increase business airplanes
 - c. Comment: Current maintenance is reactive. We need proactive management plans.
 - d. The committee will meet on July 31, 6pm to discuss more.
- V. Discussion on Box Hangar Change Orders: Cooley, Chair
 - a. Drainage between the new box hangar and the existing box hangar: fill with rocks, ~\$5800 cost.
- VI. Discussion and Possible Action on Flight Simulator Rental
 - a. \$50 per hour. Develop a Google calendar to make appointment, managed by Airport Manager.
 - b. Develop a Pilot Operator Handbook.
 - c. To be discussed in August meeting.
- VII. Discussion and Possible Action on Box Hangar and Main Hangar Pricing
 - a. Use it as a shared space.
 - b. Boxrucker will compare price and bring it back to August meeting.
- VIII. Discussion on Fuel Testing Equipment
 - a. Boxrucker has purchased the equipment. Only need to buy supplies in the future.
- IX. Discussion and Possible Action on Community Appreciation Event
 - a. Potential dates: Oct. 21 or 28, fund raising for some type (athletics, high school, fire department, etc.)

X. Updates

- Airport Emergency Plan
 - a. Britney will discuss the draft with the Fire Department

XI. Treasurer’s Report, June 30, 2023: Du Plessis, Treasurer

- Monthly Income Review, from Financial Report: \$ 38,794.96
 - Monthly Expenses Review, from Financial Report: \$ 32,882.33
 - Monthly Invoice Payments, from Financial Report: \$ 52,095.24
- a. Du Plessis moved to approve Treasurer’s report, and pay the bills \$ 52,095.24, 2nd by Sener. Motion passed unanimously.

XII. Manager’s Report Manager

- General Airfield Operations
- Flight Operations

Flight activity June 2022		Flight activity June 2023	
Total Flights	1988	Total Flights	1664
Personal	140	Personal	176
Business	142	Business	64
Instruction	1706	Instruction	1424

- Fuel Sales

Fuel sales for June 2022		Fuel sales for June 2023	
100LL	2857 Gallons	100LL	1767 Gallons
Jet A	2771 Gallons	Jet A	3095 Gallons

- Fuel Prices

	Quantity purchases	Current Price
100LL	3947	\$5.45
Jet A	0	\$5.25

XIII. Citizens Comments, Observations and Petitions: Cooley, Chair

- a. A comment from a tenant was distributed to the committee. Discussions will occur in August meeting.

XIV. Adjournment Chair

- a. Kloster moved to adjourn, 2nd by Sener, Motion passed unanimously at 7:45pm

End of this meeting minutes.

Airport Commission Meeting
July 31, 2023, 6:00 pm
Meeting held in-person, at the Platteville Airport, 5157 HWY 80, Platteville WI.

- I. Commission Meeting Call to Order: by Cooley, Chair @ 6:00pm
 - a. Quorum achieved.
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Joe Sener (P), Danny Xiao (P), Bill Kloster (P), Mike Dalecki (P). Others: Britney Boxrucker (Airport Assistant). Guests: Nicola Maurer (Administration Director), Bob Gates (City Council Representative), Chris Nelson (Lawyer), Clinton Langreck (City Manager)
 - c. Bob Gates introduced himself.

- II. **Motion to go into CLOSED SESSION** per Wisconsin Statute 19.85(1)(c) - **Chair** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Airport Assistant
 - a. Motion by Dalecki, 2nd by Xiao, Motion passed unanimously.

- III. **Motion to return to Open Session.**
 - a. Motion by Kloster, 2nd by Sener, Motion passed unanimously.

- IV. **Possible Action on airport management**
 - a. Motion by Sener to start the RFP process for airport management services with a 3-year contract commencing upon selection or as negotiated. 2nd by Kloster. Approved by 5, Opposed by 1. Motion passed.
 - b. Motion by Kloster to assemble a subcommittee to draft the RFP ready for discussion/approval in August-14 meeting. 2nd by Kloster. Motion passed unanimously.

- V. **Motion to go into CLOSED SESSION** per Wisconsin Statute 19.85(1)(g) - for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Conferring with Legal Counsel
 - a. Motion by Xiao, 2nd by Gates, Motion passed unanimously.

- VI. **Motion to return to Open Session.**
 - a. Motion by Du Plessis, 2nd by Sener, Motion passed unanimously.

- VII. **Possible Action on item discussed in closed session**
 - a. Motion by Dalecki to authorize the Chair or his designated representative to visit the Police Department about fuel loss to see whether further investigation is warranted. 2nd by Kloster. Motion passed unanimously.
 - b. Motion by Kloster to authorize the lawyer to send A&A Aviation, Lange Aviation, and William Lange, a letter of 5-day notice of default and termination, and proceed with evacuation proceeding if they fail to vacate. 2nd by Sener. Motion passed unanimously.

VIII. Adjournment Chair

- a. Dalecki moved to adjourn, 2nd by Gates, Motion passed unanimously at 7:30pm

End of this meeting minutes.

Platteville Municipal Airport Emergency Plan

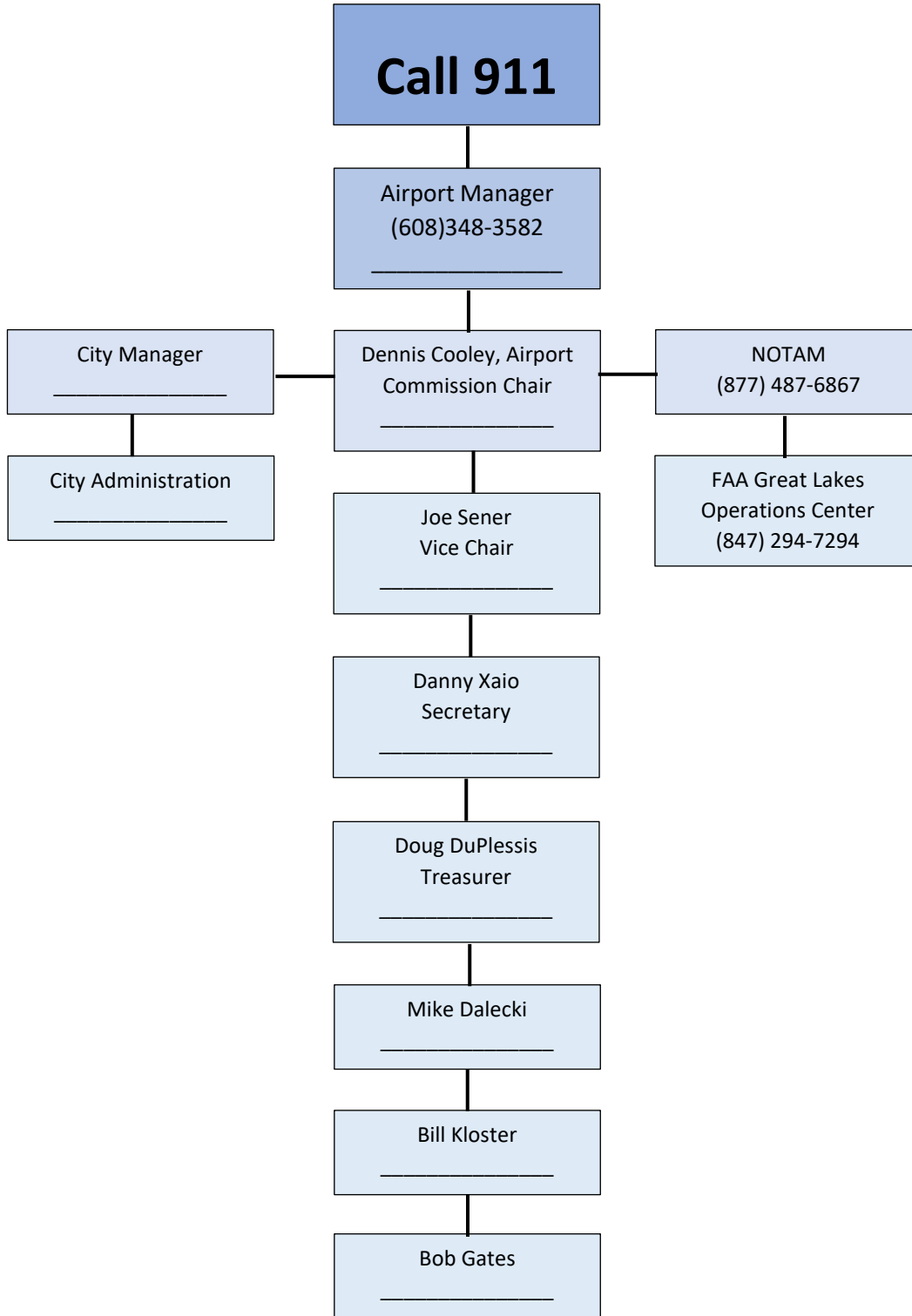
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Directory

Emergency Services:	911
Airport Manager:	(608)348-3582
Cell:	_____
City Manager:	_____
City Administration:	_____
Grant Country Emergency Management Director, Steve Braun	(608)723-7171
NOTAM:	(877) 487-6867
FAA Great Lakes Operations Center:	(847) 294-7294
Wisconsin DNR Hazardous Spill Hotline:	1-800-943-0003
Alliant Energy	1(800) 255-4268
Allegiant Oil	(608)778-5199 or (608)732-4252
Airport Staff:	
_____	_____
_____	_____
Airport Commission:	
Dennis Cooley, Chair	_____
Joe Sener, Vice Chair	_____
Doug DuPlessis, Treasurer	_____
Danny Xaio, Secretary	_____
Mike Dalecki	_____
William Kloster	_____
Bob Gates	_____

Chain of Command



Basic Plan

Purpose

The purpose of this plan is to ensure the safe and efficient handling of any emergency situation that may arise at the Platteville Municipal Airport. It is intended to assist the Airport Manager, airport staff, and emergency organizations with carrying out their responsibilities efficiently in case of an airport emergency.

Note that, in addition to this document, a brief reference guide titled Airport Emergency Procedures is included in the emergency kit located at the airport, which provides additional guidance to specific emergency situations.

Introduction

We recognize that all emergency situations cannot be anticipated. If an emergency situation arises that is not covered in this plan, the Airport Manager has the authority to direct such actions as he or she may deem necessary.

This plan was approved and adopted on _____.

Airport Emergency Plan Coordinator

The coordinator of this plan will be the Airport Manager or his or her designated representative, who will be responsible for the administration and review processes of this plan and who will ensure full implementation of these procedures during any emergency or disaster condition. Emergency response will vary depending on hazard-specific conditions as contained herein.

Basic Assumptions

In developing this plan, we considered the following:

- How best to work together as a team and use the resources of the city, county, and airport.
- How to manage communications at the airport during an emergency.
- How to hand off control as the availability of staff and the nature of the emergency changes.
- How to coordinate radio frequencies so that all emergency responders can communicate effectively with each other.
- Where to go during an emergency.
- How to inform tenants and other airport users about the emergency.
- How to restrict access and control bystanders during an emergency.

Organization and Assignment of Responsibility

The individuals and agencies that have a role in an emergency at the Platteville Municipal Airport are listed in Table 1. This list is not meant to be all-inclusive in terms of the agencies or individuals involved, as others may be needed.

Table 1. Airport Emergency Responsibilities

Position or Description	Responsibilities for Airport Emergency
Airport Manager	<ul style="list-style-type: none"> • Serve as Emergency Coordinator.* • Establish, coordinate, maintain, and implement the Airport Emergency Plan (AEP). • Contact 911 and provide appropriate alerts and notifications. • Coordinate the closing of the airport when necessary and initiate the dissemination of relevant safety-related information to aviation users (NOTAMs).
Aircraft Operator	<ul style="list-style-type: none"> • Provide full details of aircraft-related information, as appropriate, to include number of persons, fuel, and dangerous goods on board. • Coordinate transportation, accommodations, and other arrangements for uninjured passengers. • Coordinate use of air carrier/aircraft personnel and other supplies and equipment for all types of emergencies occurring at the airport.
Platteville City Administrator	<ul style="list-style-type: none"> • Provide access to city resources.
Platteville Fire Chief/Department	<ul style="list-style-type: none"> • Manage and direct firefighting and rescue operations. • Direct search and rescue or hazardous materials response. • Coordinate mutual aid resources • Assist with search and rescue or evacuations.
Platteville Police Chief/Department	<ul style="list-style-type: none"> • Manage and direct police operations. • Assist with traffic control and scene security. • Assist with search and rescue or evacuations. • Respond as needed for activities involving crowds or assemblies of people. • Respond to bomb threats or acts of terrorism.
Grant County Emergency Management Director	<ul style="list-style-type: none"> • Assist airport with obtaining all resources offered by the state or federal governments. • Assist the county in obtaining any state or federal government resources that may be needed as a result of an emergency situation.

Southwest Health	<ul style="list-style-type: none"> • Provide emergency medical services to the airport during emergency conditions to include triage, stabilization, first aid, medical care, and transportation of the injured. • Coordinate planning, response, and recovery efforts with hospitals, fire and police departments, airport operator, etc.
Tenants and FBOs	<ul style="list-style-type: none"> • Coordinate the use of their available equipment and supplies. • Coordinate the use of their workers.
County Sheriff	<ul style="list-style-type: none"> • Provide primary law enforcement for off-airport events. • Coordinate scene security. • Assist with investigations. • Assist with search and rescue efforts.

**Note: In the absence of the Airport Manager, an airport staff person or representative will begin the airport manager responsibilities.*

Administration and Review

The Airport Manager is responsible for reviewing this document every 12 months and making recommendations for updates and changes to the Platteville Municipal Airport Commission. As part of this review, local emergency and medical personnel will conduct a tabletop exercise to assist with identifying needed changes every 12 months. At least once every three years, the Airport Manager will conduct a full-scale emergency plan exercise. Emergency plan reviews and exercises will involve all of the agencies that have responsibilities in the execution of the emergency plan.

After the updated emergency plan has been submitted to the Platteville Municipal Airport Commission by the Airport Manager, the commission will have final approval of the revised plan.

Functional Areas

This section provides information on tasks and core responsibilities that may be applied to all airport emergencies.

1. Communication

Primary communication for responding agencies will be through the use of communication radios using Grant County emergency frequencies.

In the event secondary communications are needed, equipment may include electronic communications, cell phones, amateur radio, or secondary Grant County communication equipment.

The Platteville Municipal Airport uses the following civil aviation band frequencies:

- Unicom: 122.7

Emergency vehicles will use lights to maximize visibility to aircraft.

2. Resource Management

An airport emergency kit is located in the top right drawer under the counter in the airport lobby (closest to the refrigerator). The contents are:

- Copy of the airport maps
- First aid kit
- List and contact information for all airport tenants
- Copy of the “Immediate Action Guide”

3. Airport Operations and Maintenance

The Airport Manager or representative will be responsible for the control of the airport during an emergency. The Airport Manager will determine if the airport needs to be closed.

The Airport Manager or representative will be responsible for issuing NOTAMs for airport conditions and closures as well as any required coordination with air traffic control facilities. The Airport Manager or representative will make the appropriate notifications to all airport tenants. A contact list of all tenants is included in the airport emergency kit.

Standard Operating Procedures and Checklists for Specific Hazards

This section focuses on the special planning needs and hazards particular to airports. It addresses the essential operational actions needed to help successfully complete a specific response function. Some hazards that may require a response are:

- Aircraft incidents and accidents
- Natural disasters
- Bomb incidents
- Hazardous materials incidents
- Structural fires
- Failure of power
- Missing aircraft

Hazard 1: Aircraft Incidents and Accidents

Definition and Classification of Incidents and Accidents

Aircraft accident: Any occurrence associated with the operation of an aircraft that takes place between the time a person boards the aircraft with the intention of flight and the time such person has disembarked, in which a person suffers death or serious injury as a result of the occurrence or in which the aircraft receives substantial damage.

Aircraft incident: Any occurrence associated with the operation of an aircraft that is not considered an “aircraft accident.”

Incident Classification System

Level 1: An accident may happen. For example, there is a landing gear problem, or a situation or emergency exists or is perceived to exist that may result in an incident or accident. This includes situations where it is unknown if an incident or accident emergency has actually occurred.

Level 2: An aircraft is known or suspected to have an operational defect that affects normal flight operations to the extent that there is danger of an accident.

Level 3: An aircraft accident has occurred on or in the vicinity of the airport.

Emergency Contact Information

Emergency Services:	911
Airport Manager: (608) 348-3582	Cell: _____ Home: _____
NOTAM:	(877) 487-6867
FAA Great Lakes Operations Center: (the FAA will contact NTSB)	(847) 294-7294

Alert Notification and Warning

Once it has been determined that a potential or actual airport/aircraft emergency exists, all parties listed under Emergency Contact Information should be notified by the Airport Manager or, in his or her absence, the primary point of contact. After making phone calls in the order listed, the Airport Manager or his or her representative should remain by the phone to direct responders and answer questions.

Level 1 Classification Response

The fire department personnel should be advised of the following information if known:

- Type of aircraft
- N-number
- Type and amount of fuel
- Number, or potential number, of passengers and crew
- Nature of emergency
- Type and/or amount and location of cargo
- Number of passengers on board
- Location of aircraft

Level 2 Classification Response

Fire department personnel should be provided with the same information as above plus any additional details that will allow preparation for likely contingencies. Fire/police dispatch should advise airport staff

of the applicable fire department radio talk group or provide a radio patch to facilitate efficient response coordination. A full response should be made with the emergency equipment operating and positioned with engines running and all emergency lights operating, enabling rapid response to the incident/accident site.

1. Standby locations on the Platteville Municipal Airport should be accessed and responding units should position themselves in such a manner as to have a clear view of the runway and taxiways. The person in charge of response equipment (fire department) should anticipate the aircraft's rollout and station emergency response vehicles some distance upwind from the rollout area.
2. Communication with the aircraft by airport staff should be made if possible (on Unicom frequency 122.7 and passed to the fire department. This provides a safety factor for rollout; should an emergency require it, the vehicle could be on the move to the aircraft stopping point from an upwind direction.
3. The fire department vehicle will move on a fast parallel course to the aircraft once it is apparent that the aircraft is going to pass the standby position.

Level 3 Classification Response

Full fire department procedures should be put into effect. All pertinent updated information should be relayed by the airport staff and/or dispatching agency to responding emergency units and include the location of the accident using direction and distance from the FBO building, thresholds, midfield, street/road intersections, or landmarks.

When complete aircraft-related information is unavailable, the fire department personnel should anticipate the worst situation and prepare accordingly.

Notify the FAA Operations Center of conditions at the site, particularly if such conditions could interfere with flight operations. Airport staff should issue applicable NOTAMs and ensure appropriate Unicom advisories are communicated. Note that all NOTAMs should specify if the airport will remain open for emergency aircraft.

Recovery

Preservation of wreckage

If the accident involves personal injury or death, the wreckage CANNOT BE MOVED OR DISTURBED except for emergency extrications, to protect the wreckage from further damage, or to protect the public from injury. The preservation of wreckage should be ensured until otherwise authorized by the FAA duty officer (see Emergency Contact List) or until the appropriate governing agency takes custody of or releases the wreckage.

Following FAA approval, the wreckage may be moved away from the runway/taxiways or accident scene to facilitate the timely reopening of the airport. The aircraft owner is responsible for removing or making arrangements to remove the damaged aircraft. The airport manager may assist in this recovery process.

Following removal of the wreckage, the Airport Manager will inspect the runway/taxiway pavement and surrounding surfaces for damage and debris, and, if satisfactory, the airport may be reopened to air traffic. If the runway is closed, X's should be placed at each end.

Public Information

Airport personnel or other city personnel should avoid making any statements to the news media during an emergency situation at the airport or aircraft accident scene unless previously directed. The Airport Manager and a representative from the FAA or NTSB will normally serve as the public information officer.

Organizational Response and Responsibilities

Airport Staff

- Notify dispatch of the location of the accident.
- Locate the aircraft owner/operator if pilots or passengers are unable to communicate.
- Check with the FBO for any parties that might have been waiting for or associated with the aircraft.
- Check with the FAA operations center to determine if a flight plan exists for the aircraft and obtain related pilot and owner information.
- If the aircraft tail number is readable or known, use the Internet to quickly determine the owner/operator at <https://registry.faa.gov/aircraftinquiry/Search/NNumberInquiry>:
- Complete airfield inspections and documentation.
- Issue appropriate NOTAMs.
- If fuel was purchased at the Platteville Municipal Airport Fuel Farm, lock down the fuel farm to allow for proper fuel testing.
- Cooperate with investigations.

The Airport Manager will notify appropriate officials, assist with the investigative process, and provide documentation, including the Airport Incident Report form.

Fire Department

Fire department personnel on the scene will direct all efforts of fire suppression and rescue of individuals involved in the incident. They will assess the situation and ensure that adequate equipment is available for rapid fire suppression, rescue of victims, and transportation of victims to area hospitals.

Police Department/Department of Public Safety

- Secure the area and ensure the free flow of emergency equipment into the incident scene.
- Handle crowd control, site security, and control of ingress and egress to the incident scene by authorized personnel.
- Treat the accident/incident scene as a major crime scene and secure as such.

Emergency Medical Services (EMS)

EMS will provide emergency medical services to include triage, patient care, and transport.

Aircraft Incident Report

Date: _____

Time: _____

Type of Incident (check one)

_____ Aircraft Accident/Incident:

_____ Natural Disaster:

_____ Property Damage:

_____ Bomb Threat:

_____ Other: _____

Reported by

Name: _____

Address: _____

Phone #: _____

Location: _____

Weather conditions: _____

Nature of incident: _____

Aircraft type and tail number: _____

Name(s) of pilot(s): _____

Pilot(s) contact information: _____

Units that responded to incident:

Action taken: _____

Hazard 2: Natural Disasters

In the event of a natural disaster such as a tornado, hailstorm, flooding, severe thunderstorm, or high wind, the Grant County Emergency Management Plan will be followed.

Emergency Contact Information

Emergency Services: 911
Airport Manager: (608) 348-3582 Cell: _____
Home: _____
NOTAM: (877) 487-6867

Alert Notifications and Warning

All parties listed under Emergency Contact Information should be notified.

Response

If time allows:

1. Notify airport tenants of the threatening condition.
2. Advise aircraft owners and pilots so they can depart the airport ahead of the condition or secure their aircraft properly.
3. Survey the airport for unsecured objects that may become projectiles in high winds or be damaged by floodwaters.
4. Move aircraft to safe areas (hangars) or position and secure as best as time allows.
5. Stop fueling operations when lightning is observed in the vicinity.
6. Secure airfield lighting as necessary to protect from flood damage.
7. Lower or remove the windsock. Issue a NOTAM advising of airport conditions.

If required:

- Coordinate with all military and relief flight operations for the orderly flow of air traffic.
- Designate unloading areas and the movement from the airport of relief supplies.
- Provide current weather and airport status information to the city manager, police chief, fire chief, emergency management staff, and utility departments.

Recovery

The Airport Manager or point of contact will call the local utility company, Alliant Energy at 1(800) 255-4268. Airport Manager should use available equipment and labor, with assistance from the utility departments, to return the airport to an operational condition as soon as possible. This will ensure an additional avenue for emergency relief.

Organizational Response and Responsibilities

Airport Management

- Provide alert information to responding agencies, airport tenants, users, and the general public at the airport.
- Conduct inspections and issue appropriate NOTAMs.
- Monitor the NOAA weather radio to ascertain conditions that will affect the airport. The airport may also obtain a tone alert monitor to watch weather or other relevant emergencies.
- Complete documentation regarding the event, including incident report, damage assessments, and financial impacts.

Fire Department

- Respond to protect persons and property.
- Coordinate search and rescue operations as needed.

Police Department

- Respond to protect persons and property.
- Participate in traffic control, evacuations, or sheltering of the general public.

Hazard 3: Bomb Incidents/Terroristic Threats

Criminal activities and disturbances may include bomb threats, terrorism, vandalism, or crowd control problems.

Emergency Contact Information

Emergency Services:	911
Airport Manager: (608) 348-3582	Cell: _____ Home: _____
NOTAM:	(877) 487-6867
FAA Great Lakes Operations Center:	(847) 294-7294
TSA:	(866) 289-9673
AOPA GA SECURE Hotline:	866-427-3287

Alert Notifications and Warning

All parties listed under the Emergency Contact Information should be notified. It may not be necessary to contact the TSA or AOPA GA-SECURE Hotline for all criminal activities, such as for those not involving aircraft operations.

Response

Law enforcement will be the primary response agency. For bomb threats, airport management or personnel may be involved with gathering initial threat information and providing alert notifications and warnings.

Recovery

The Airport Manager will coordinate with law enforcement, conduct necessary inspections, issue appropriate NOTAMs, and return the airport to normal operations.

Organizational Response and Responsibilities

Airport Management

- If a threat is phoned in to the airport, use the bomb threat form to get as much information as possible.
- For a suspicious package or parcel, leave it unopened where it was discovered.
- Establish an isolation zone on the airport and clear it of all personnel.
- Have all passengers leave baggage and cargo. All persons should be detained until cleared by the designated law enforcement personnel.
- Notify the police department by calling 911.
- Notify the TSA by calling (866)289-9673.
- If on an aircraft, notify the person(s) or firm that owns the aircraft.
- For threats on aircraft or hijacking situations, direct all aircraft to the pre-determined isolation area located on the West end of taxiway Alpha.
- Notify the tenant of the building, if any, and direct all persons to be evacuated to a minimum of 500 feet from the threatened building; ensure a tenant familiar with the building will meet with authorities to help identify building contents during the bomb search.
- Ensure all personnel and vehicles are kept a minimum safe distance of 500 feet from around the building; divert flights away from any building with a suspicious package or device.

Police Department

- Assist with crowd control, evacuations, and protection of the public.
- Establish scene security and isolation areas.
- Coordinate any required law enforcement mutual aid

Bomb Threat Form

1. When is the bomb going to explode? _____
2. Where is it right now? _____
3. What does it look like? _____
4. What kind of bomb is it? _____
5. What will cause it to explode? _____
6. Did you place the bomb? _____
7. What is your name? _____
8. What is your phone number? _____
9. Note the exact wording of the threat.

10. What are the sex, race, and age of the caller? _____
11. What was the length of the call? _____
12. Number at which the call was received: _____
13. Time and date received: _____
14. Was the caller's voice familiar? If so, whom did it sound like: _____
15. Was the caller's voice calm, angry, excited, slow, rapid, soft, loud, laughing, crying, normal, distinct, slurred, nasal, stuttering, lisping, raspy, deep, ragged, clearing throat, breathing deeply, cracking, disguised, have an accent, familiar, or whispered? _____
16. Did you hear any background sounds? _____
17. Was the threat language well spoken, foul, irrational, incoherent, taped, or read like a rehearsed message? _____

- **Call 911.**
- **Evacuate the building/aircraft to a safe distance.**
- **Contact the Airport Manager at _____.**

Hazard 4: Hazardous Materials Emergencies

A hazardous materials emergency involves the possible spillage of hazardous material on a commercial, military, or private aircraft in flight or any hazardous materials incident on airport property.

Emergency Contact Information

Emergency Services:	911
Airport Manager: (608) 348-3582	Cell: _____ Home: _____
NOTAM:	(877) 487-6867
Wisconsin DNR Hazardous Spill Hotline:	1-800-943-0003

Alert Notifications and Warning

Upon notification from the pilot or other responsible person(s), or observation of a hazardous material incident on airport property, notify the fire department by telephone (911).

Organizational Response and Recovery Responsibilities

Airport Management

- Provide alert notifications by calling 911.
- Notify any affected airport tenants or the general public at the airport.
- Issue appropriate NOTAMs closing isolation areas of the airport.
- If the incident is on an aircraft, upon landing, direct the pilot to the pre-determined isolation zone located at the West end of Taxiway Alpha.

Fire Department

- Manage and direct firefighting and rescue operations.
- Direct hazardous materials response.
- Coordinate mutual aid resources.
- Assist with evacuations if necessary.

Emergency Medical Services (EMS)

- Provide any emergency medical services, patient care, or transport.

Hazard 5: Structural Fires

A structural fire emergency involves fires occurring at or in airport buildings such as hangars.

Emergency Contact Information

Emergency Services: 911
Airport Manager: (608) 348-3582 Cell: _____
Home: _____
NOTAM: (877) 487-6867

Alert Notifications and Warning

Airport management or a representative will contact all parties listed in the emergency contact information and notify affected tenants at the airport.

Response

Platteville Fire Department will be the primary response agency.

Recovery

Airport management will be responsible for returning the airport to normal operations and working with affected building owners to clean up and document actions taken.

Organizational Response and Responsibilities

Airport Management

- Call 911.
- Take protective actions for employees and the public.
- Evacuate area according to evacuation plan.
- Coordinate response activities.
- Control access to facility until it has been inspected and/or will not impede with emergency response organizations.

Airport Staff/Maintenance

- Assist with critical services including utility support (activation/cutoff) as needed.
- Provide safety inspections.
- Assist in facility restoration.

Tenants

- Provide assistance on voluntary basis or in accordance with established agreements.
- Provide specialized tools, equipment, and knowledge of building contents as needed.

Fire Department

Fire department personnel on the scene will direct all efforts of fire suppression and rescue of individuals involved in the incident. They will assess the situation and ensure that adequate equipment is available for rapid fire suppression, rescue of victims, and transportation of victims to area hospitals.

Police Department

- Secure the area and ensure the free flow of emergency equipment into the incident scene.
- Handle crowd control, site security, and control of ingress and egress to the incident scene by authorized personnel.

Emergency Medical Services (EMS)

- Provide emergency medical services for patient care and transport.

Hazard 6: Failure of Utilities

A utility failure on the airport may require closing the airport due to lack of lighting for aircraft operations or the need to keep operating aircraft and people away from a gas leak. The failure of the water main may require stopping work in hangars and ceasing fueling operations if water is required for first aid, such as cleanup from a fuel spill. The fire department should be consulted about its ability to fight a fire while the water is cut off.

Emergency Contact Information

Emergency Services: 911
Airport Manager: (608) 348-3582 Cell: _____
Home: _____
NOTAM: (877) 487-6867

In case of electrical power failure:

- Call Alliant Energy (municipal utility company) at 1(800) 255-4268.
- Stay clear of all downed power lines.

In case of liquid propane line rupture:

- Clear the immediate area.
- If safe and able to do so, turn off the propane line.
- Call Allegiant Oil (local gas company) at (608)778-5199 or (608)732-4252.

Alert Notification and Warning

Airport management or a representative will notify the responsible utility company of the failure.

Organizational Response and Recovery Responsibilities

Airport Management

- Notify staff and repair personnel of the outage.
- Issue NOTAM, if required.
- Notify tenants.
- Coordinate and disseminate public information to address public safety and impacts of utility failures in public buildings or parking lots.
- Inspect airport facilities to ensure proper working conditions before returning to service and normal operations.

Hazard 7: Missing Aircraft

Emergency Contact Information

Emergency Services:

911

Airport Manager: (608) 348-3582

Cell: _____

Home: _____

FAA Great Lakes Operations Center:

(847) 294-7294

Alert Notifications and Warning

The Airport Manager or representative may be notified by the FAA or the general public in cases of missing or overdue aircraft. It is possible that the pilot of a missing or overdue aircraft may have landed and not cancelled a flight plan. In these cases, the missing aircraft and pilot may be found somewhere on the airport facilities, and so notification to all responding agencies may not be required.

Organizational Response and Recovery Responsibilities

Airport Management

- Search airport facilities and check with tenants for missing or overdue aircraft.
- Alert local response agencies as appropriate for possible search and rescue operations.
- Obtain information regarding missing or overdue aircraft (see Missing/Overdue Aircraft Information Form).
- Coordinate with the FAA.
- Coordinate with dispatch and Medflight if a search and rescue aircraft is needed.

Fire Department

- Assist with any search and rescue operations.
- Coordinate any required mutual aid assistance.

Police/Sheriff's Department

- Assist with any search and rescue operations

Missing Aircraft Form

The Airport Manager and staff will assist in locating aircraft on or near the airport by taking the following information and actions:

Notified of a missing aircraft (N-number): _____

By (name): _____

Of (organization): _____

Contact number: _____

Estimated time of arrival: _____ at (airport): _____

Aircraft type: _____

Aircraft color: _____

Pilot name: _____ number: _____

Local contact (name): _____ number: _____

People on board: _____

Last contact (time): _____ location: _____

1. Check to see if the aircraft is on the ramp.
2. Check the hangar list to see if the pilot or a local contact have a hangar on the field.
3. Call the hangar owner to ask if the aircraft is in hangar.
4. Visit the hangar if unable to contact hangar owner.
5. Contact police to find out if an aircraft crash has been reported in the area.
6. Physically tour the airport property, looking off the ends of runways and any low spots where an aircraft would not be easily seen.
7. Report back to the person who reported the aircraft missing.
8. If the initial report came from the pilot's family or friends, contact Flight Services at (877) 487-6867 or the FAA at (847) 294-7294.
9. If the aircraft is not initially located, contact the Airport Manager at _____.

Post-Incident Procedures

Implement Responders and Family/Victim Assistance Plan

- Designate secure facilities for victims' families and friends that are easily accessible and are removed from areas involved with the emergency response or designated for the media.
- Provide areas for the care of emergency responders.
- Provide the basic needs to accommodate both responders and the victims' family members. Emergency services and provisions for responders and family/victims may include food, water, and medical attention.
- Identify a process for responding to requests for information concerning the emergency event to victims' families.
- Consult with local emergency management officials to review options for providing mental health assistance. These services may be made available to both the families in crisis and the responders.

Implement Media Plan

- Implement an effective media plan that covers all phases of an airport emergency.
- Designate an area for media to gather and set up to cover the situation.
- Designate a Public Information Officer with responsibility to interface with the media. This designated individual will disseminate information consistent with inputs from all involved agencies.
- Control and coordinate the media briefing with investigative agencies such as the National Transportation Safety Board (NTSB).
- Conduct media briefings in a designated location and according to a designated schedule if the scale or duration of the airport emergency incident warrants it.
- Consider additional resources for dealing with large volumes of media inquiries during a major airport emergency incident.

Establish Safe Airport Operations

Airport management is responsible for ensuring that all appropriate actions are taken, regardless of the type of emergency, to establish safe airport operations after an incident.

- As with other phases of an emergency, identify assignments and organizational responsibilities, command and control, and other required functional areas.
- If an airport has been closed due to an emergency situation, do not re-open it until the assigned personnel have ensured that:
 - Aircraft operating areas are safe and secure;
 - Aircraft movement areas to be reopened have been inspected;
 - Adequate aircraft rescue and firefighting protection is available (if applicable);
 - Public safety is assured.
- Ensure that responsibility is assigned for documenting all actions taken, including the writing of an incident report. This report should include all pertinent information regarding the incident such as type of incident, time and date of occurrence, names and addresses of persons involved, witnesses, reporting party, response actions, and recommendations for further actions.

Work Through Investigations

An investigation will begin in the event of an aircraft accident, possibly during the response and recovery phase. The NTSB is responsible for accident investigations involving civil aircraft within the United States, but it is not uncommon for that responsibility to be delegated to the FAA.

- Establish scene security prior to the NTSB or investigative authority arriving on the scene of an aircraft emergency incident.
- Establish a perimeter around an accident scene to protect property and preserve evidence.
- Accommodate the NTSB or FAA and cooperate with the investigation.

The FBI and TSA may be involved in investigating criminal activities or terrorist threats.

Airport Maps

Figure 1. Airport Area



Figure 2. Airfield Layout

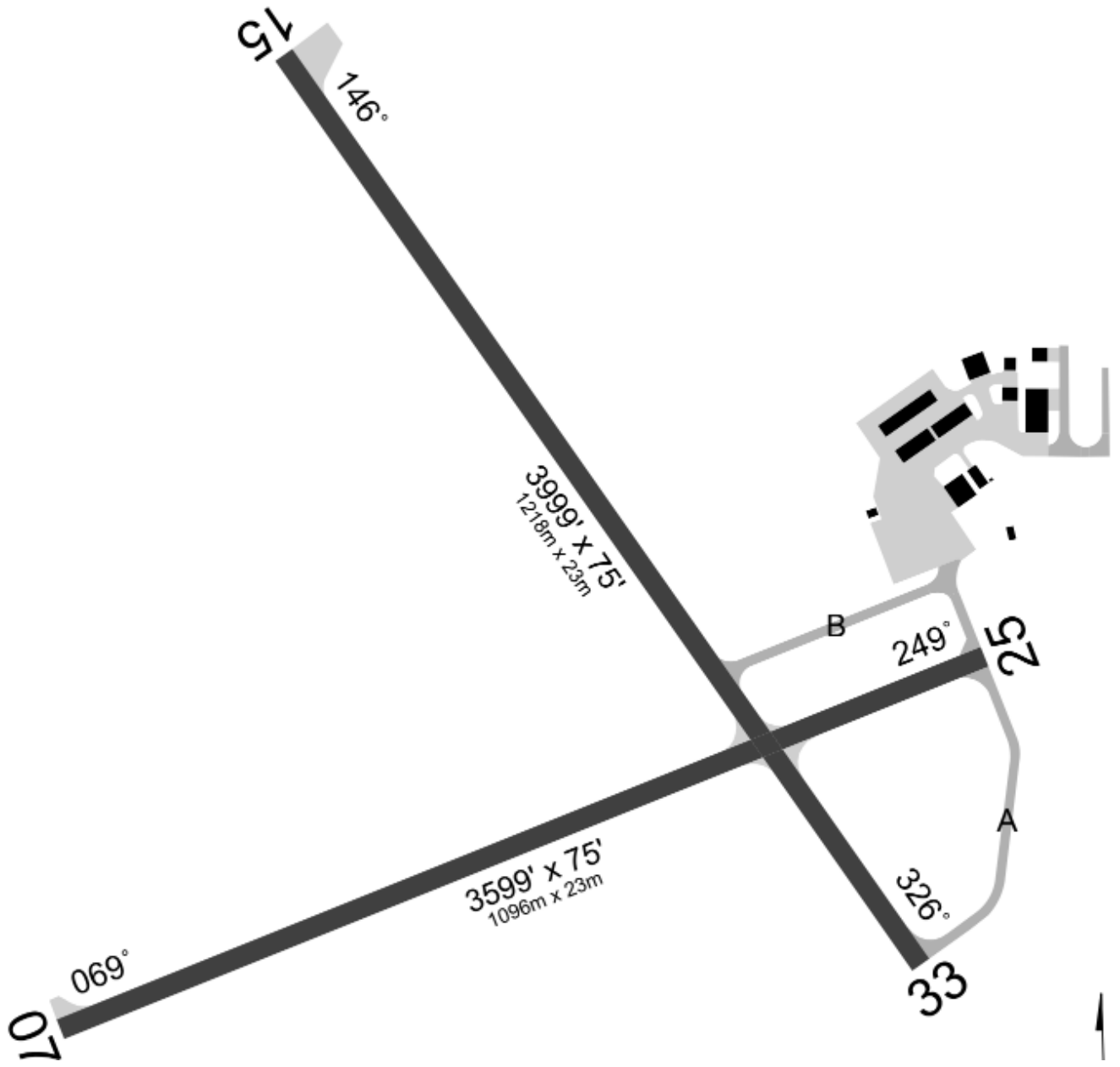
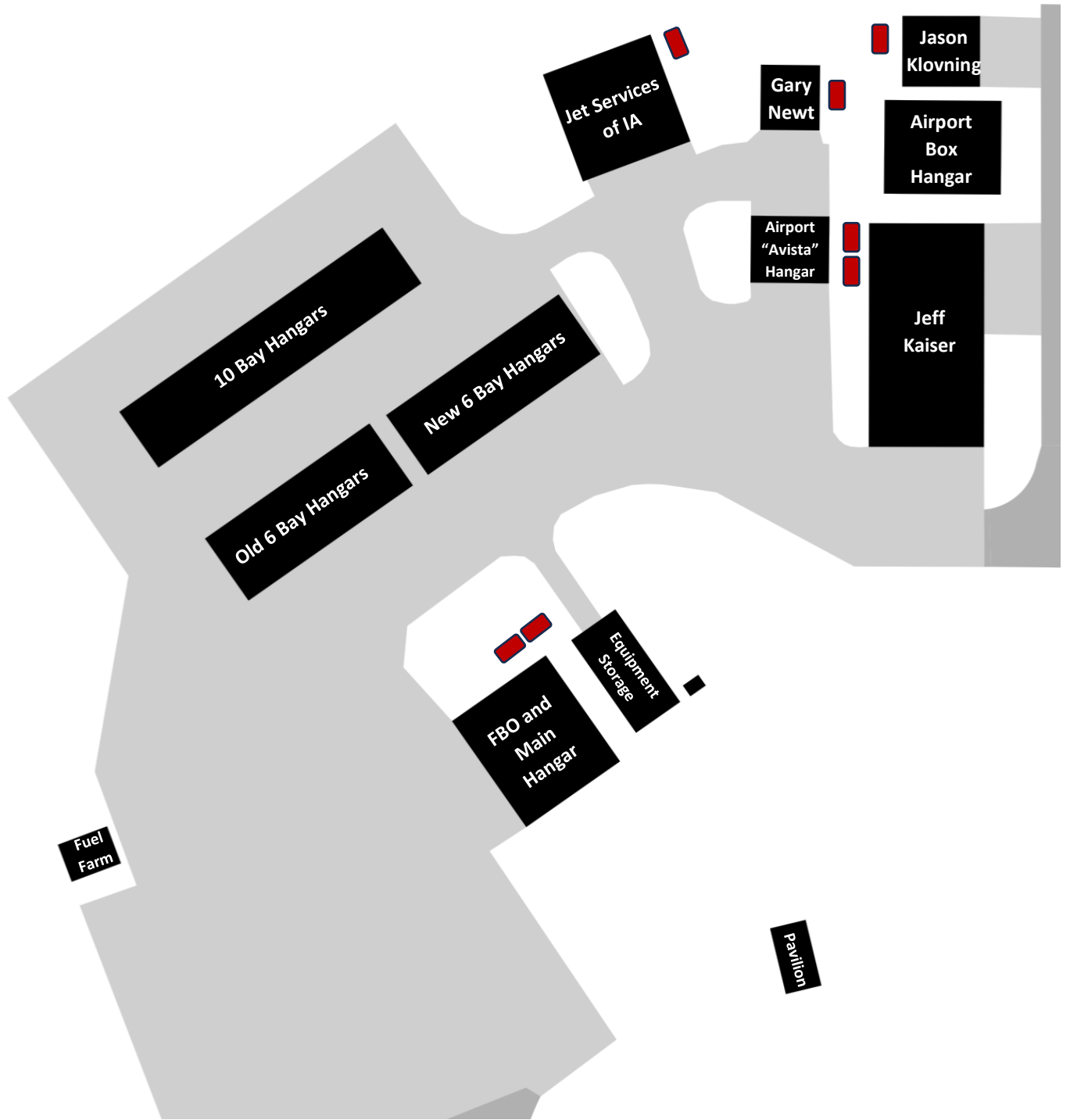


Figure 3. Hangar Layout

■ Propane Tank



KPVB Pricing Strategies

70x70 Box Hangar

Proposed price per month: \$600 until boiler, bathroom and/or sinks installed and runway extension

Local Airport Box Hangar Pricing

<u>Airport</u>	<u>Hangar Description</u>	<u>Runway Length</u>	<u>Price</u>
Maquoketa	4,248 sq foot box hangar with heat, internet, water, office	3,300' runway with plans of 3,800' runway	\$442
Lancaster	Approx 2,000 sq ft hangar with heat and water	3,300'	\$200
Platteville	Tricor Hangar – heat, water, bathroom, well-finished	4000'	\$1000
Iowa County	Non-insulated, non-heated, no water box hangar	5,000'	\$250

Flight Simulator

Proposed Pricing:

Base Price: \$50 per hour

10 Hour Punch Card: \$400

Intro Price: First Hour \$30

Local Flight Simulator Pricing

<u>Airport</u>	<u>Simulator</u>	<u>Price</u>
Wausau	FlyThisSim Simulator	\$40 per hour or unlimited \$160 per month, \$390 for 6 months, \$610 per year
Juneau	Redbird LD Simulator	\$80 per hour, 5% when you pay \$500 in advance
Dubuque - UD	BATD	\$40 per hour (students only)

Platteville Municipal Airport an Economic Multiplier

The Platteville Municipal Airport provides \$2.1million of economic impact. It is an important asset to the community and region.

The Platteville Municipal Airport, located 3 miles south of Platteville on Highway 80/81, hosts more than 30 planes used for corporate and general aviation as well as sport and leisure. There are currently a corporate jet and a corporate turboprop aircraft operated by area business. The airport has two runways; the primary with a length of 4000 ft and is 75 ft wide. The secondary runway has a length of 3600 ft and a width of 75 ft. All runways are served by GPS instrument approaches allowing poor weather operations. The airport encompasses over 400 acres with more than 380 in rented crop land. Though non-contiguous to the city, the airport has been incorporated into the City of Platteville.

The facility is owned by the City of Platteville which uses a Commission of six volunteer citizens and one member of the Common Council to administer the airport. The Commission has complete and exclusive control and management over the airport and all its property with the power to make rules and regulations to govern the airport.

The airport derives its operating revenue primarily from rent received for cropland and the sale of aviation fuel. The airport receives additional revenue from the rental of hangars. The City does not contribute to general operations..

The commission's priorities are, to maintain the aviation infrastructure, runways, taxiways and other support structures first, then provide for expansions that improve the airport in a manner that will promote economic development in Platteville and the region. Since 2012, nearly \$8 million of improvements have been completed. Both runways, the taxiways and ramp have been refurbished. A new hangar development area has been added and a new fueling system was installed in the summer of 2019. The Commission recently constructed a 70X70 foot hangar which will be available shortly. Funding for these improvements came from state and federal grants which covered 95% of most of the improvements. The Commission funded a \$100,000 Terminal Remodeling Project in 2016 and provided the local portion, 5%, of the \$2 million runway resurfacing project in 2018. An airport Master Plan update has recently been completed.

The airport logs nearly 7,000 annual operations, takeoffs and landings. Training and business operations account for most of these operations. During the summer months, the field is used extensively for agriculture spraying operations of the region's crop land. Several businesses operate aircraft from Platteville. These firms and their employees provide an economic boost to the region.

In today's global economy, communication is key. Airports can be just as critical as internet access. Platteville is located in a strategic location with a highway system that links the ports of the Great Lakes to the north and the Mississippi River ports to the south. The major business centers of Minneapolis, Milwaukee, Chicago, Kansas City and St Louis are just a few short air miles away. Active marketing and branding of the airport can enhance economic development in the region.



Platteville Municipal Airport 2019

Each year the airport sponsors a Pancake Breakfast Fly-in, fund raiser for local Scout Troops.

DRAFT ~~March 16, 2015~~ August 1, 2023

Request for Proposals (RFP): ~~Municipal Airport~~ Aviation Services Manager

The Airport Commission of the City of Platteville (a Wisconsin municipal corporation), is seeking proposals for an Independent Contractor to Manage the Platteville Municipal Airport.

Qualifications: Must have at least two years' experience in performing the administrative, managerial and technical aspects of operating a general aviation airport. Must have experience with flight communications. Must have excellent oral and written communication, problem solving skills, knowledge and compliance with federal /state aviation regulations, laws and guidelines. Finance, budgeting and management skills also important. Preference given to candidates with commercial and private pilot's licenses.

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Desirable Education and Experience: Graduation from a four-year college with a degree in Aviation Management, Business Administration or related field and considerable progressively responsible airport administration and management, or any ~~equitant~~ equivalent combination of education and experience.

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Submittal Materials: Proposal and list of three references.

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Submittal Deadline and Schedule: Submit materials electronically to ~~xxxxxxx~~, by ~~May-Sept~~ 1st, ~~2015~~2023. Position to ~~start on August 1, 2015~~ upon acceptance of proposal.

1. **Scope of Work:** The Independent Contractor shall manage the Platteville Municipal Airport, acting as the Airport Facilities and Aviation Services Manager, and in such a capacity to perform the following services:

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- A) To take charge of and be responsible for the general operation and maintenance of the Platteville Municipal Airport;
- B) Attend meetings of the Airport Commission and submit such oral and written reports as the Airport Commission may require;
- C) Conduct or cause to be made daily inspection of all airport property, including runways, taxiways, Fuel Systems, lighting systems, buildings, navigational and communications equipment, automobile parking areas and access roads; and maintain records of such inspections
- D) Make or direct others to make routine repairs, replacements and improvements to the Platteville Municipal Airport in a timely and efficient manner;
- E) Requisition from the City or purchase small equipment or supplies required in daily operations and for the maintenance as permitted or budgeted by the airport commission;
- F) Recommend the purchase of new equipment or other expenditures to the Airport Commission;
- G) Oversee and monitor compliance by all persons, including other independent contractors, with applicable regulations for security, operations, maintenance of premises, fire prevention and safety;

- H) Monitor the condition of all runways and taxiways and see to the timely and efficient removal of snow and ice, ~~coordinating such operations with the City of Platteville Street Department~~ Snow removal equipment is provided by the Airport the contractor will provide the operators and supervision;
- I) Serve as the liaison between the City and the Airport users and lessees of hanger space, including the preparation of leases, negotiation of lease payments and changes, preparation and mailing of invoices for charges owed to the City, and collection of rental fees, enforcement of Commission /City ordinances and policies, subject to the approval of the City;
- J) Act as a liaison for the City with respect to traveling and the general public, commercial and general aviation users of the Airport and local, state and ~~fe4detr~~ federal agencies having legal authority above activities at the Airport;
- K) Provide notification promptly to the Federal Aviation Administration Flight Services Station regarding all conditions affecting safe use of the Airport;
- L) Take such action as is necessary to remedy, repair or neutralize any safety related concern, condition or defect ~~in~~ which is an immediate ~~or immediate~~ threat to persons or property at or within the airport provided however that Contractor shall inform and confer with the Airport Commission's President or member of the Executive Committee (which consist of the President, Vice President, Secretary and Treasurer of the Airport Commission) prior to taking action which requires an expenditure not authorized in the budget.
- M) Plan and coordinate, with the approval of the City, all air shows or other activities upon airport grounds;
- N) Maintain a schedule of services at the Airport of no less than 50 hours per week during Daylight Savings Time and no less than 25 hours per week during Central Standard Time.

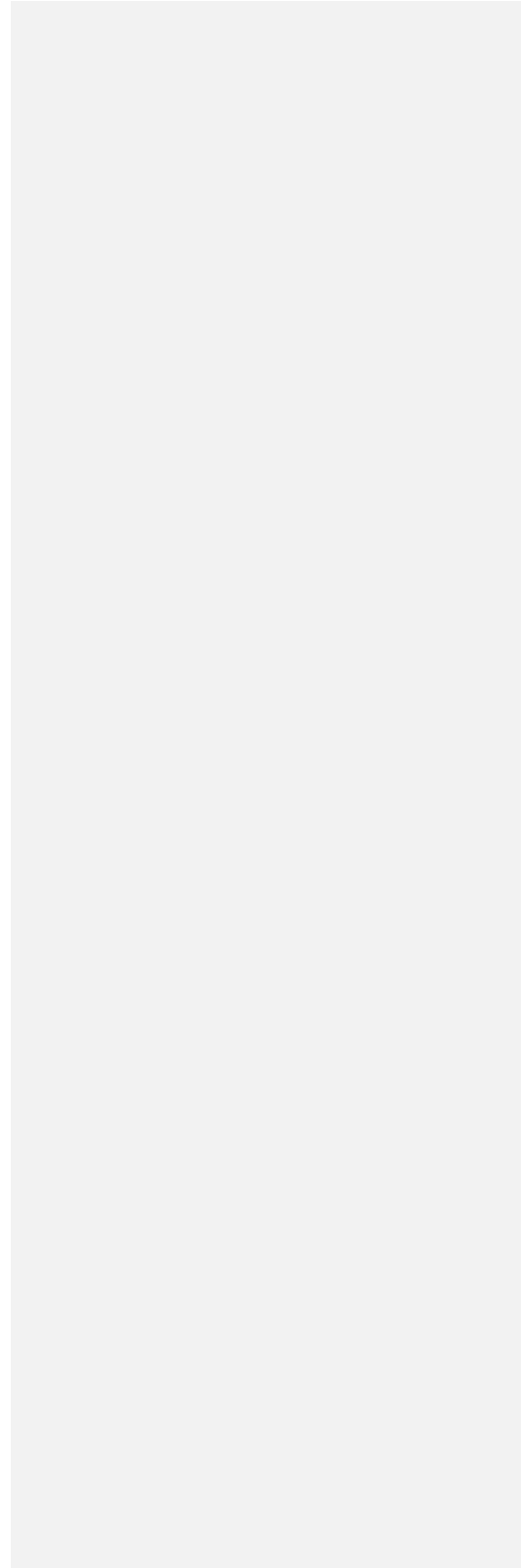
2. Consideration: In Consideration of satisfactorily proving the services outlined in the Section 1 of this agreement, the Contractor shall receive the following consideration:

Sixty Five Thousand Dollars (\$65,000) annually, payable in monthly installments of Five Thousand Four Hundred Sixteen and 66/1000 Dollars (\$5,416.66 commencing August 31, 2015, and on the first day for the month there after until this agreement is terminated as provided herein, As additional consideration, ~~Contractor shall receive a fuel flowage fee of \$0.25 for each gallon of fuel sold at the Airport, not to include fuel sold at cost to any person.~~

Contractor shall maintain records of the cost incurred by the Contractor for providing the SCOPE OF WORK set forth in Paragraph 1 above. At the end of the first year, Contractor shall meet with the City and provide the City with the records of costs incurred to perform the scope of work and the City and the Contractor shall evaluate the costs incurred the amount paid to the Contractor to determine if the payments to the Contractor should be adjusted and or the scope of work called for in the contract revised,

The City will not provide any fringe benefits. The Contractor agrees to provide billings in a form and at such intervals as required by the City.

Add equal opportunity statement here.



DRAFT August 1, 2023

Request for Proposals (RFP): Aviation Services Manager

The Airport Commission of the City of Platteville (a Wisconsin municipal corporation), is seeking proposals for an Independent Contractor to Manage the Platteville Municipal Airport.

Qualifications: Must have at least five years' experience in performing the administrative, managerial and technical aspects of operating a general aviation airport. Must have experience with flight communications. Must have excellent oral and written communication, problem solving skills, knowledge and compliance with federal /state aviation regulations, laws and guidelines. Finance, budgeting and management skills also important. Preference given to candidates with commercial and private pilot's licenses.

Desirable Education and Experience: Graduation from a four-year college with a degree in Aviation Management, Business Administration or related field and considerable progressively responsible airport administration and management, or any equivalent combination of education and experience.

Submittal Materials: Proposal and list of three references.

Submittal Deadline and Schedule: Submit materials electronically to **xxxxxxxxx**, by Sept 1st, 2023.
Position to upon acceptance of proposal.

1. **Scope of Work:** The Independent Contractor shall manage the Platteville Municipal Airport, acting as the Airport Facilities and Aviation Services Manager, and in such a capacity to perform the following services:

- A) To take charge and be responsible for the general operation and maintenance of the Platteville Municipal Airport.
- B) Attend meetings of the Platteville Municipal Airport Commission (PMAC) and submit such oral and written reports as PMAC may require.
- C) Conduct or cause to be made daily inspection of all Airport property, including runways, taxiways, lighting systems, buildings, navigational and communications equipment, automobile parking areas and access roads.
- D) Make or direct others to make routine repairs, replacements and improvements to the Airport in a timely and efficient manner.
- E) Requisition from the CITY or purchase small equipment or supplies required in daily operations and for maintenance as permitted or budgeted by PMAC.
- F) Recommend the purchase of new equipment or other expenditures to PMAC.
- G) Oversee and monitor compliance by all persons, including other independent contractors, with applicable regulations for security, operations, maintenance of premises, fire prevention and safety.
- H) Monitor the condition of all runways and taxiways and perform the timely and efficient removal of snow and ice. Perform landscaping and mowing responsibilities.

- I) Serve as the liaison between the CITY and Airport users and lessees of hangar space, including the preparation of leases, negotiation of lease payments and charges, preparation and mailing of invoices for charges owed to the CITY, and collection of rental fees, subject to the approval of the CITY.
- J) Act as liaison for the CITY with respect to the traveling and general public, commercial and general aviation users of the airport while upholding a high level of customer satisfaction. Act as liaison for the CITY with respect to local, state and federal agencies having legal authority over activities at the Airport.
- K) Provide notification promptly to Flight Service regarding all conditions affecting the safe use of the Airport.
- L) Take such action as necessary to remedy, repair, or neutralize any safety related concern, condition or defect which is an immediate or imminent threat to persons or property at or within the Airport, provided however that CONTRACTOR shall inform and confer with PMAC's President or member of the Executive Committee (which consists of the President, Vice President, Secretary and Treasurer of PMAC) prior to taking action which requires an expenditure not authorized in the budget.
- M) Plan and coordinate, with the approval of the CITY, all air shows or other related activities upon the Airport grounds.
- N) Maintain a schedule of service at the Airport of a minimum of 40 hours per week.
- O) Hold and maintain a Class B Operator's License for the fuel farm. Daily fuel farm inspections will be made, including tank tightness, fuel levels, inventory recording, and overall condition of the fuel system. The Airport Manager will also be responsible for fuel orders, price setting, and managing that price so that the Airport will receive an average profit of at least \$0.30/gallon after mutually agreed-upon formula and fuel flowage.
- P) Assist with the preparation and administering the Airport budget.
- Q) Prepare and submit all State and Federal reports. Procure State and Federal funding.
- R) Contract with at Contractor's sole cost and manage any SUB-CONTRACTOR to assist with housekeeping, mowing, landscaping, snow-removal, maintenance, and customer-based activities at the Airport. Provide notice to the CITY of all SUB-CONTRACTORS so engaged. Ensure SUB-CONTRACTOR holds insurance in accordance with Exhibit A of this agreement.
- S) Participate in community outreach and education efforts. Promote, manage, and schedule at least 4 events per/year. Attract Airport sponsors.
- T) Draft a Platteville Municipal Airport Marketing Plan and market the Airport to individuals and businesses that are likely or willing to use the Airport's services, including, but not limited to, landing airplanes, building or renting a hangar, or using the Airport for general commerce activities. Airport Marketing Plan will be social media-based concentrating on building relationships with strategic partners and airport users.
- U) Promote aviation education by organizing educational opportunities for Platteville based pilots as well as regional pilots and aviation enthusiasts. Activities may include, but not limited to: Private Pilot Ground School, IFR Seminars and Clubs, High School and College Clubs, other events that promote aviation at Platteville Municipal Airport.

2. **Consideration:** In Consideration of satisfactorily proving the services outlined in the Section 1 of this agreement, the Contractor shall receive the following consideration:

Ninety-Six Thousand Dollars (\$96,000) annually, payable in monthly installments of Eight Thousand and 00/1000 Dollars commencing October 1, 2023, and on the first day for the month there after until this agreement is terminated as provided herein, As additional consideration,

Contractor shall maintain records of the cost incurred by the Contractor for providing the SCOPE OF WORK set forth in Paragraph 1 above. At the end of the first year, Contractor shall meet with the City and provide the City with the records of costs incurred to perform the scope of work and the City and the Contractor shall evaluate the costs incurred the amount paid to the Contractor to determine if the payments to the Contractor should be adjusted and or the scope of work called for in the contract revised,

The City will not provide any fringe benefits. The Contractor agrees to provide billings in a form and at such intervals as required by the City.

Add equal opportunity statement here.

Report Criteria:
 Report type: GL detail
 Bank.Bank Number = 2

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Inv Seq	Invoice Amount	Check Amount
1001								
08/23	08/14/2023	1001	BAKER IRON WORKS LL	AIRPORT REPAIRS	84635	1	1,091.89	1,091.89
08/23	08/14/2023	1001	BAKER IRON WORKS LL	AIRPORT REPAIRS	84700	1	25.00	25.00
Total 1001:								1,116.89
1002								
08/23	08/14/2023	1002	BEST TUGS LLC	B18 TUG	15613-1	1	12,629.50	12,629.50
Total 1002:								12,629.50
1003								
08/23	08/14/2023	1003	FAHERTY INC	GARBAGE AIRPORT	368944	1	69.00	69.00
Total 1003:								69.00
1004								
08/23	08/14/2023	1004	NAPA AUTO PARTS-PLAT	AIRPORT CHARGES	9010369	1	2.31	2.31
Total 1004:								2.31
1005								
08/23	08/14/2023	1005	WAYNES LOCK & KEY LL	LOCK REPAIR-AIRPORT	9788	1	163.97	163.97
Total 1005:								163.97
92910								
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	AIRPORT ELEC SERVICE	08/14/2023	1	85.30	85.30
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	AIR SIGN-AIRPORT	08/14/2023	2	20.69	20.69
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	OFFICE-AIRPORT	08/14/2023	3	147.72	147.72
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	WELL-AIRPORT	08/14/2023	4	21.45	21.45
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	FUEL PUMP-AIRPORT	08/14/2023	5	86.70	86.70
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	BEACON-AIRPORT	08/14/2023	6	260.77	260.77
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	WEATHER-AIRPORT	08/14/2023	7	30.80	30.80
08/23	08/14/2023	92910	ALLIANT ENERGY/WP&L	FUEL ISLAND-AIRPORT	08/14/2023	8	48.71	48.71
Total 92910:								702.14
92911								
08/23	08/14/2023	92911	AMAZON CAPITAL SERVI	AIRPORT SUPPLIES	1FPQ-VR9G-	1	6.97	6.97
Total 92911:								6.97
92912								
08/23	08/14/2023	92912	AVFUEL CORPORATION	100LL AVIATION FUEL	018987124	1	19,857.88	19,857.88
08/23	08/14/2023	92912	AVFUEL CORPORATION	JET A FUEL	018993301	1	12,229.99	12,229.99
08/23	08/14/2023	92912	AVFUEL CORPORATION	JET FUEL WITH FSII ADDITIVE	019040788	1	28,543.22	28,543.22
Total 92912:								60,631.09

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Inv Seq	Invoice Amount	Check Amount
92913								
08/23	08/14/2023	92913	BOXRUCKER, BRITNEY	AIRPORT REFUND	08/07/23	1	63.29	63.29
Total 92913:								63.29
92914								
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	US CELLULAR PHONE BILL	26322	1	31.14	31.14
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	SALES TAX-AIRPORT	26322	2	71.21	71.21
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	SALES TAX-AIRPORT	26322	3	9.10	9.10
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	CENTURYLINK	26322	4	246.20	246.20
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	POSTAGE-AIRPORT	26322	5	12.60	12.60
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	GAS/DIESEL FUEL	26322	6	122.74	122.74
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	LONG DISTANCE	26322	7	.16	.16
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	PAYROLL	26322	8	4,403.13	4,403.13
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	SOCIAL SECURITY TAXES-AIRPORT	26322	9	273.00	273.00
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	MEDICARE TAXES-AIRPORT	26322	10	63.85	63.85
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	PAYROLL	26322	11	465.00	465.00
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	SOCIAL SECURITY TAXES-AIRPORT	26322	12	28.83	28.83
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	MEDICARE TAXES-AIRPORT	26322	13	6.75	6.75
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	AXLEY AIRPORT	26322	14	1,701.80	1,701.80
08/23	08/14/2023	92914	CITY OF PLATTEVILLE	QUICKBOOKS	26322	15	30.00	30.00
Total 92914:								7,465.51
92915								
08/23	08/14/2023	92915	COMELEC INTERNET SE	WIRELESS INTERNET-AIRPORT	66602	1	80.00	80.00
Total 92915:								80.00
92916								
08/23	08/14/2023	92916	MENARDS	AIRPORT CHARGES	18443	1	58.97	58.97
08/23	08/14/2023	92916	MENARDS	AIRPORT CHARGES	18887	1	86.50	86.50
08/23	08/14/2023	92916	MENARDS	AIRPORT CHARGES	18975	1	60.94	60.94
08/23	08/14/2023	92916	MENARDS	AIRPORT CHARGES	19191	1	7.97	7.97
Total 92916:								214.38
92917								
08/23	08/14/2023	92917	NEW PIG CORPORATION	SPILL KIT - AIRPORT	24039450-00	1	239.39	239.39
Total 92917:								239.39
92918								
08/23	08/14/2023	92918	WALMART COMMUNITY/	AIRPORT CHARGES	32090061108	1	172.75	172.75
08/23	08/14/2023	92918	WALMART COMMUNITY/	AIRPORT CHARGES	9431996790	1	46.67	46.67
Total 92918:								219.42
92919								
08/23	08/14/2023	92919	WI DEPT OF TRANSPORT	AIRPORT ENGINEERING & CONSTRUCTION	395-0000308	1	6,550.86	6,550.86

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Inv Seq	Invoice Amount	Check Amount
Total 92919:								6,550.86
Grand Totals:								90,154.72

Report Criteria:

Report type: Summary
Bank.Bank Number = 2

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
08/23	08/14/2023	1001	1320	BAKER IRON WORKS LLC	1,116.89
08/23	08/14/2023	1002	32953	BEST TUGS LLC	12,629.50
08/23	08/14/2023	1003	6395	FAHERTY INC	69.00
08/23	08/14/2023	1004	15860	NAPA AUTO PARTS-PLATTEVILLE	2.31
08/23	08/14/2023	1005	22110	WAYNES LOCK & KEY LLC	163.97
08/23	08/14/2023	92910	425	ALLIANT ENERGY/WP&L	702.14
08/23	08/14/2023	92911	32508	AMAZON CAPITAL SERVICES	6.97
08/23	08/14/2023	92912	32169	AVFUEL CORPORATION	60,631.09
08/23	08/14/2023	92913	32911	BOXRUCKER, BRITNEY	63.29
08/23	08/14/2023	92914	3415	CITY OF PLATTEVILLE	7,465.51
08/23	08/14/2023	92915	31193	COMELEC INTERNET SERVICES LLC	80.00
08/23	08/14/2023	92916	25566	MENARDS	214.38
08/23	08/14/2023	92917	32986	NEW PIG CORPORATION	239.39
08/23	08/14/2023	92918	21950	WALMART COMMUNITY/CAPITAL ONE	219.42
08/23	08/14/2023	92919	22635	WI DEPT OF TRANSPORTATION	6,550.86
Grand Totals:					<u>90,154.72</u>

The above listed bills are OK for payment and are thus recommended to the Airport Commission for payment. Exceptions are noted and may be discussed at the Airport Commission meeting.

_____ Date: _____ Dennis R. Cooley, Chairman

_____ Date: _____ Doug DuPlessis, Treasurer

_____ Date: _____ Clinton Langreck, City Manager

Platteville Airport Manager's Report

July 2023

Fuel Sales for July 2022

100LL 4412 Gallons

Jet A 6228 Gallons

Fuel Sales for July 2023

100LL 6559 Gallons

Jet A 3771 Gallons

Flight Activity July 2022

Total Flights 1644

Personal 187

Business 217

Instruction 1240

Flight Activity July 2023

Total Flights 1926

Personal 316

Business 167

Instruction 1443

Fuel Purchased/Delivered & Current Price

100LL 7885 \$5.35

Jet A 3601 \$4.50

Hangar Status

Two old 6 bay hangars available (both need maintenance on bifold doors)

Four on waiting list:

Mike Dalecki (608)732-7336

Jim Duggan (786) 238-4800

Nathan Knutson (920) 530-2887

Nick Helgerson (563) 552-6897

Other Notable Issues

Fuel Reconciliation

For JetA, the difference in dispensed fuel and sold fuel is -2.06 gallons (-0.0546%). For 100LL, the difference in dispensed fuel and sold fuel is -0.77 gallons (-0.0116%).

Hangar Rollers Installation

On July 27th, Baker's Iron Works installed 4 hangar rollers and column followers throughout 3 hangars. The total cost for the parts was \$448.75, and the cost of installation was \$_____. A new door seal is required for one of the hangars. Once installed, two hangars previously unusable will now be available for rent.

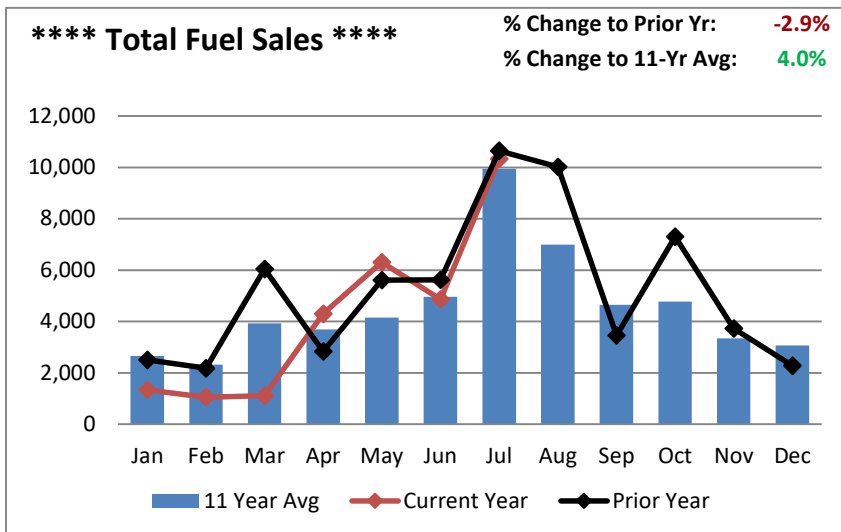
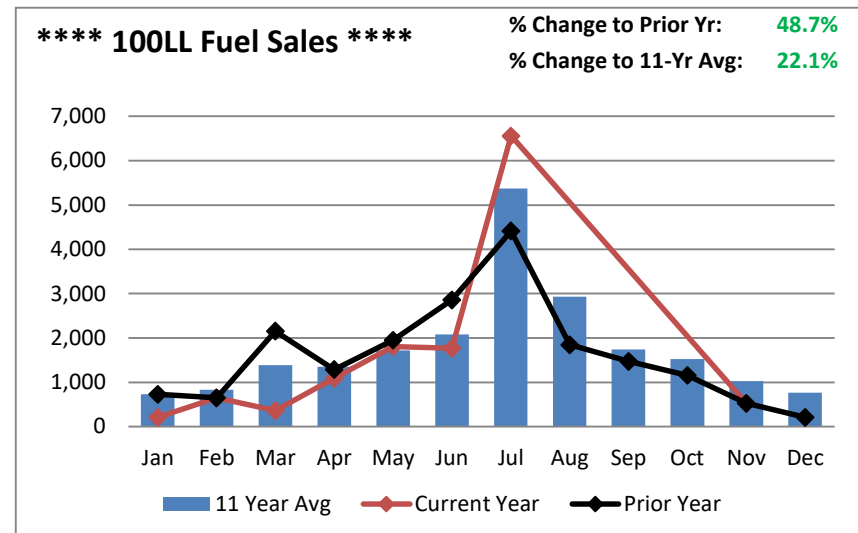
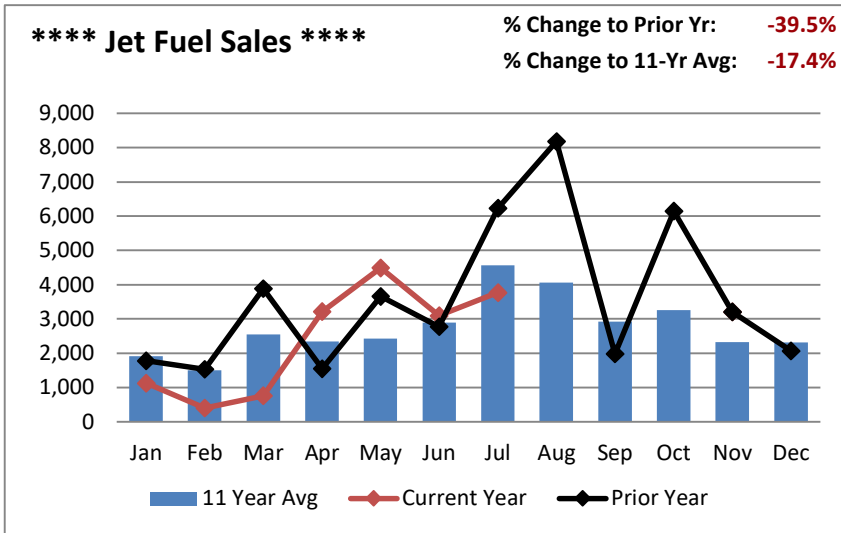
EAA AirVenture & Fly-In Breakfast

The total amount of 100LL sold between July 20th, 2023 (Thursday before AirVenture) and August 1st, 2023 (Tuesday after AirVenture) is 4090 gallons. The fuel sold for the event in the same time period in 2022 was 2986 gallons. The fuel sold for the event in the same time period in 2021 was 3263 gallons. The event was cancelled in 2020 due to Covid, and the recording system used for these reports wasn't used prior to September 2019 (new fuel farm installation).

Over 600 meals were served at the fly-in breakfast on Sunday, July 30th, and about 400 meals were served the prior year.

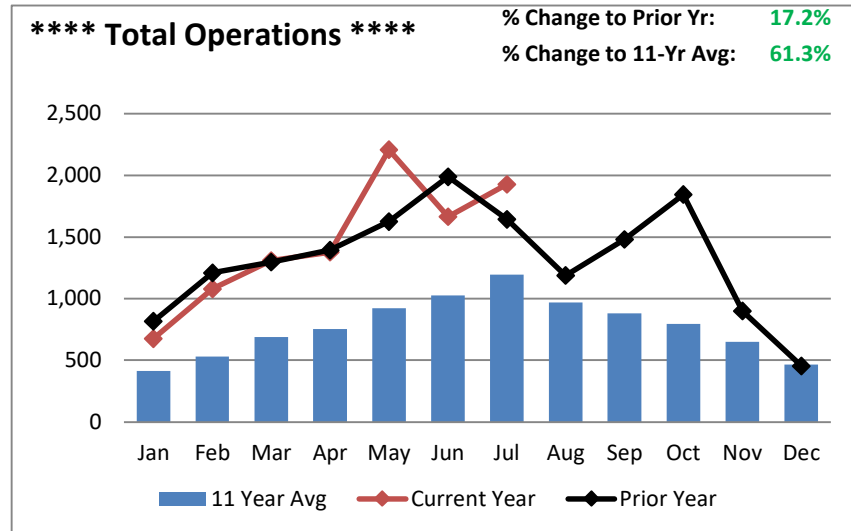
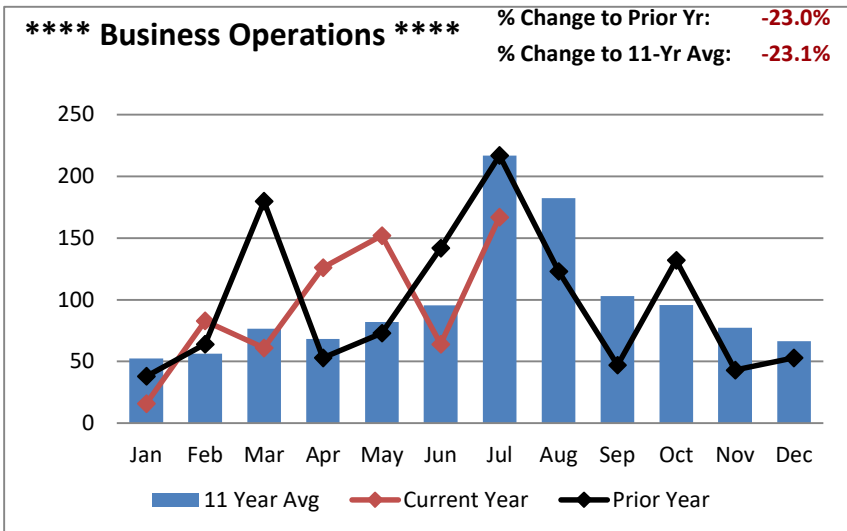
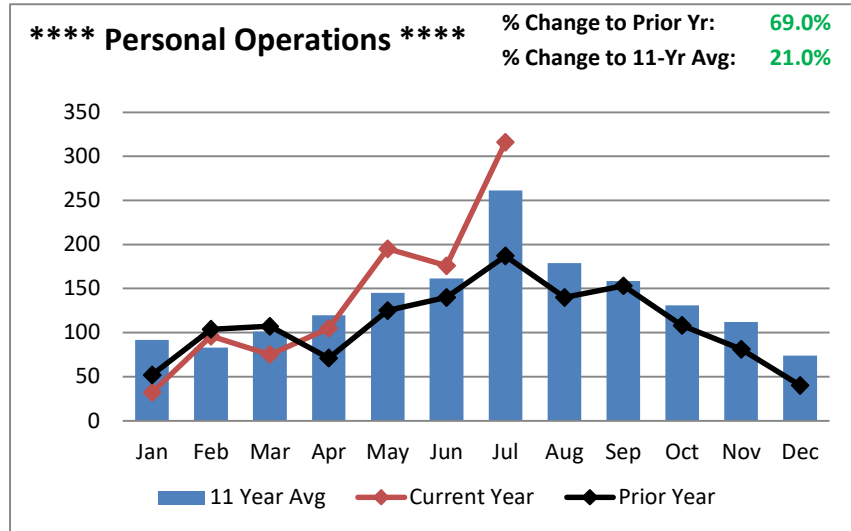
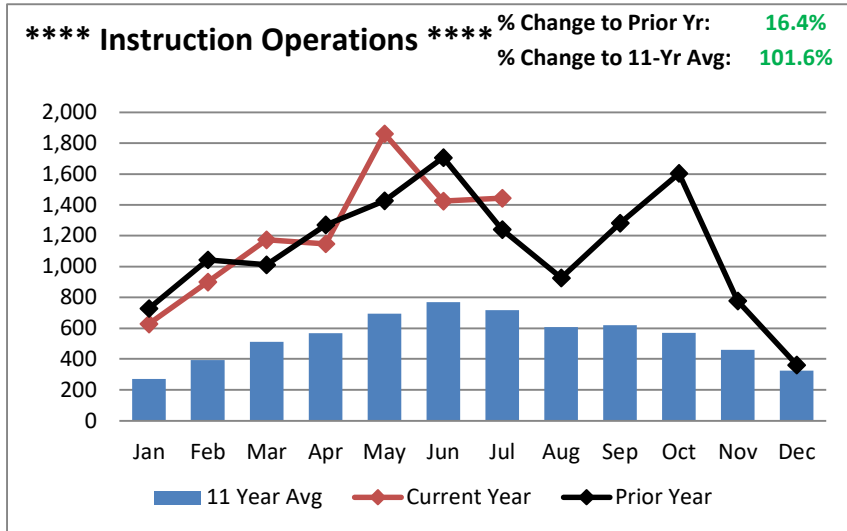
**Platteville Municipal Airport
Airport Management**

As of Jul-2023



**Platteville Municipal Airport
Airport Management**

As of Jul-2023



2023

Hanger	Name	Rate	January	February	March	April	May	June	July	August	September	October	November	December	Total
10 Bay No.-13	Noah Stader	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43			\$ 1,424.30
10 Bay No.-14	Ben Headings	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43							\$ 854.58
10 Bay No.-15	Joe Sener	\$ 142.43	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.57	\$ 139.57	\$ 139.57	\$ 139.57	\$ 1,674.92
10 Bay No.-16	Joe Olthafer	\$ 142.43	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.57	\$ 139.57	\$ 139.57	\$ 139.57	\$ 1,674.92
10 Bay No.-17	Doug Bartlett	\$ 142.43	\$ 149.18	\$ 149.18	\$ 149.18	\$ 139.57	\$ 139.57	\$ 139.57	\$ 139.57	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 1,703.72
10 Bay No.-18	Burbach	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.42	\$ 142.42	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.42	\$ 142.42	\$ 142.42	\$ 142.42	\$ 1,709.10
10 Bay No.-19	Brian Adams	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43					\$ 1,139.44
10 Bay No.-20	Gavin Mewhirter	\$ 142.43	\$ 142.43	\$ 142.42	\$ 136.73	\$142.43	\$142.43	\$142.43	\$142.43						\$ 991.30
10 Bay No.-21	Gary Newt	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 142.43	\$ 108.19	\$ 1,674.92
10 Bay No.-22	Patrick Holcomb	\$ 142.43		\$106.82	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43					\$ 961.40
10 Bay West End	Jim Jordon	\$ 52.75	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.69	\$ 51.69	\$ 51.69	\$ 51.69	\$ 51.69	\$ 51.69	\$ 620.34
10 Bay East. End	Joe Olthafer	\$ 52.75	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.70	\$ 51.69	\$ 51.69	\$ 51.69	\$ 51.69	\$ 51.69	\$ 51.69	\$ 620.34
New 6 Bay Hangars															
6 Bay No.-4	A&A Aviation	\$ 142.43	\$ 142.43	\$142.43	\$142.43										\$ 427.29
6 Bay No.-5	Jack Momchilovich	\$ 142.43	\$142.50	\$ 139.57	\$ 139.57	\$ 139.57	\$ 139.57	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 1,677.84
6 Bay No.-6	Joe Olthafer	\$ 142.43	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.57	\$ 139.57	\$ 139.57	\$ 139.57	\$ 1,674.92
6 Bay No.-10	Jamie Miller	\$ 142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43					\$ 1,139.44
6 Bay No.-11	Eric McWethy	\$ 142.43	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 139.58	\$ 1,674.96
6 Bay No.-12	John Utley	\$ 142.43	\$ 142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$142.43	\$ 1,709.16
6 W. End	Greg Barnett	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 84.40	\$ 1,012.80
6 E. End	Doug Stephens	\$ 84.40	\$84.40	\$84.40	\$84.40	\$84.40	\$84.40	\$84.40	\$84.40	\$84.40					\$ 675.20
Old 6 Bay Hangars															
6 Bay No.-1	Bill Fitch	\$ 94.61	\$ 94.61	\$94.61	\$94.61	\$94.61	\$94.61	\$94.61	\$94.61	\$94.61	\$94.61				\$ 756.88
6 Bay No.-2	Paul Lindholm	\$ 94.61	\$ 94.61	\$94.61	\$142.50	\$ 46.72	\$ 94.61	\$ 94.61	\$ 94.61	\$ 94.61	\$ 94.61	\$ 94.61	\$ 94.61	\$ 94.61	\$ 1,135.32
6 Bay No.-3	Tom Kleiber	\$ 94.61	\$ 94.61	\$ 94.61	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 1,116.42
6 Bay No.-8	Tracy Wiegel	\$ 94.61	\$ 94.61	\$ 94.61	\$ 94.61	\$ 94.05	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 92.72	\$ 1,119.64
6 Bay No.-9	**Unusable**	\$ 94.61													\$ -
6 Bay No.-7	**Available**	\$ 94.61													\$ -
End Storage	Dana Harkness	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 52.75	\$ 633.00
Main Hangar		\$ 123.75	\$ 123.75	\$ 139.32	\$ 150.00	\$ 150.00		\$ 300.00	\$ 350.00						\$ 1,213.07
Total															\$ 31,015.22

Private Hangar Land Lease	Rate	Date Due	Paid?	Waiting List
Gary Newt	\$468.00	6/1/2022	Paid	Mike
Kaiser	\$3,300.00	12/1/2022		Jim Duggan (786)238-4800
Jet Services of Iowa	\$1,770.00	12/1/2022		Nathan Knutson (920)530-2887
Jason Klovning	\$639.00	9/1/2022		

Fuel Reconciliation - July 2023

JetA

Veeder-Root Inventory Report (TC gallons)	7/1/2023	4140			
	7/31/2023	3954		Difference	3749
Gallons Received		3563			
<hr/>					
Meter Reading at Dispenser	7/1/2023	119505.6			
	7/31/2023	123278.65		Gallons Dispensed	3773.05
				Difference=	-2.06
<hr/>					
QT Pod Recorded Sales to Date	7/1/2023	116213.05			-0.0546%
	7/31/2023	119984.04		Gallons Sold	3770.99
<hr/>					
Credit Card Sales		21			
Proprietary Card Sales		1			
Net Sales		\$19,066.97			
Unpaid Proprietary Card Statements		1			

Fuel Reconciliation - July 2023

100LL

Veeder-Root Inventory Report (TC gallons)	7/1/2023	3009				
	7/31/2023	4320		Difference	6574	
Gallons Received		7885				
<hr/>						
Meter Reading at Dispenser	7/1/2023	75754.5				
	7/31/2023	82402.25		Gallons Dispensed	6647.75	Difference= -0.77
<hr/>						
QT Pod Recorded Sales to Date	7/1/2023	72073.79				-0.0116%
	7/31/2023	78720.77		Gallons Sold	6646.98	
<hr/>						
Credit Card Sales		177				
Proprietary Card Sales		21				
Net Sales		35004.2				
Unpaid Proprietary Card Statements		1				