



Dane County

Minutes - Final Unless Amended by Committee

Airport Commission

Wednesday, August 17, 2016

5:30 PM

Robert B. Skuldt Conference Room at the Airport

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A. Call To Order

Vice-Chair Probasco called the meeting to order at 5:30pm
Cmsnr. de Felice arrived before Item E-1.

Present: 6 - PAUL RUSK, DAVE de FELICE, SALLY PROBASCO, PERRY ARMSTRONG,
DONALD ESPOSITO JR. and ANDREW SCHAUER

Absent: 3 - DENNIS O'LOUGHLIN, GEORGE GILLIS and WILLIAM HAIGHT

Staff in attendance: Livingston; Jensen; Jones and Ladell

Guests present: Jeff Davis, Wisconsin Aviation

Pledge of Allegiance

The Pledge was recited.

B. Consideration of Minutes

1. [2016](#) July 20, 2016 Airport Commission Minutes
[MIN-210](#)

Attachments: [2016 MIN-210 Airport Commission Minutes 7 20 2016](#)

A motion was made by ARMSTRONG, seconded by SCHAUER, that the Minutes be approved. The motion carried by a voice vote. (5-0)

C. Reports of Subcommittees - none

D. Referrals (Resolutions & Ordinance Amendments)- none

E. Items Requiring Commission Action

1. [2016 ACT-238](#) EXEMPT LEASE NO. DCRA 2016-06 TEMPORARY USE AGREEMENT IV (STRAUBEL ST) DANE COUNTY REGIONAL AIRPORT

Attachments: [2016 ACT-238 LEASE NO DCRA 2016-06 exempt for cmsn meeting](#)

A motion was made by ARMSTRONG, seconded by ESPOSITO, JR., that the Exempt Lease be approved. The motion carried by a voice vote. (6-0)

2. Mileage and Per Diem for Commissioners in attendance at this meeting, Aug. 17, 2016.

A motion was made by Cmsnr. ARMSTRONG, seconded by Cmsnr. ESPOSITO to approve mileage and per diem for Cmsn. Members in attendance at this meeting, August 17, 2016 of the Airport Commission. Motion Carried by a voice-vote. (6-0)

3. Proposed 2017 Airport Budget

Vice Chair Probasco introduced Kim Jones, Deputy Airport Director - Finance & Administration, who presented a Power Point on the 2017 proposed Airport Budget. Jones highlighted the following: Revenues; Proposed Operating Expenses; Airline Cost Comparison; a Five-Year Summary of Capital Projects/Equipment; Combined Federal Projects; and the Department Summary. Director Livingston, and deputy directors, Jensen and Jones answered several questions from the Vice-Chair and Commissioners. The Vice-Chair asked for a motion, Cmsnr. RUSK made a motion, seconded by Cmsnr. Armstrong, that the proposed 2017 Airport budget, as presented, be approved and submitted to the County Executive. Motion Carried by a voice-vote. (6-0)

F. Presentations - none

G. Reports to Commission

1. Activity Report

Director Livingston reported that Enplanements for June of this year were up and Year-To-Date was up by 8%.

The Charlotte flight typically has a 70% average load factor and marketing measures will be increasing for this flight.

2. Air Park Update

Jones gave current tenant status report.

Livingston reported that Phase I of the concession updates will be complete by the end of the month.

Livingston reported that the TSA agreed to provide an additional x-ray machine for use during the Epic User Group Meetings this fall, September 19-22nd. It has been proposed to keep the additional x-ray machine year round.

H. Future Meeting Items and Dates

Next meeting tentatively scheduled for Wed., Sept. 21, 2016

The Airport Audit Presentation is tentatively scheduled for the September meeting.

I. Public Comment on Items not on the Agenda

There was no public comment on items not on the agenda.

J. Such Other Business as Allowed by Law

There was no other business as allowed by law.

K. Adjourn

A motion was made by Cmsnr. SCHAUER, seconded by Cmsnr. Armstrong to adjourn. Motion carried by a voice-vote. (6-0) The meeting adjourned at 6:20PM.

Minutes respectfully submitted by Vice-Chair Probasco.

cjl

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LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Airport Administrative Office - Christine Ladell (608) 246-3381 or Call WI Relay TTY 7-1-1