



Dane County

Minutes - Final Unless Amended by Committee

Airport Commission

Consider:

Who benefits? Who is burdened?

Who does not have a voice at the table?

How can policymakers mitigate unintended consequences?

Wednesday, September 12, 2018

4:30 PM

Robert B. Skuldt Conference Room at the Airport

Note Earlier Start time - 4:30pm

A. Call To Order

Chair Haight called the Meeting to Order at 4:30pm.

Staff in attendance: Jones (Acting Director); Knight; and, Ladell

Present: 7 - PAUL RUSK, SALLY PROBASCO, WILLIAM HAIGHT, MAUREEN McCARVILLE,
JERRY BOLLIG, STEVEN PETERS and PERRY ARMSTRONG

Absent: 1 - ANDREW SCHAUER

Pledge of Allegiance

The pledge was recited.

B. Consideration of Minutes

1. [2018](#) AIRPORT COMMISSION MEETING MINUTES AUGUST 8, 2018
[MIN-219](#)

Attachments: [2018 MIN-219](#)

A motion was made by Supervisor McCARVILLE, seconded by Supervisor PETERS, that the Minutes be approved. The motion carried by a voice vote. (7-0)

C. Report of Chair

1. **Potential Airport Commission Subcommittee Appointments and/or Confirmation of Subcommittee Membership**

Chair Haight reported on the current membership of the Airport Noise Subcommittee. He deferred to the Chair of the Noise Subcommittee, Supervisor Paul Rusk. Discussion ensued with a few questions and answers and it was concluded that interested parties be contacted to serve on the subcommittee. Chair Haight and commissioners will follow up on contacting the interested parties and this item will come back to the Airport Commission for member confirmation.

D. Referrals (Resolutions & Ordinance Amendments)

1. [2018 OA-013](#) AMENDING CHAPTERS 2, 67, AND 68, OF THE DANE COUNTY CODE OF ORDINANCES REGARDING DANE COUNTY REGIONAL AIRPORT REGULATIONS

Sponsors: RUSK, KRAUSE and McCARVILLE

Attachments: [2018 OA-013](#)

[2018 OA-013 Fiscal Note](#)

A motion was made by Supervisor McCARVILLE, seconded by Supervisor PETERS, that the Ordinance Amdt. be recommended for approval. The motion carried by a voice vote. (7-0)

2. [2018 RES-204](#) AUTHORIZING EXECUTION OF A PURCHASE OF SERVICES AGREEMENT FOR CONSULTING SERVICES FOR THE DANE COUNTY REGIONAL AIRPORT

Sponsors: RUSK, BOLLIG, McCARVILLE, PETERS and SCHAUER

Attachments: [2018 RES-204](#)

[2018 RES-204 Fiscal Note](#)

[2018 RES-204 CONTRACT #13476](#)

A motion was made by Cmsnr. PROBASCO, seconded by Cmsnr. ARMSTRONG, that the Resolution be recommended for approval. The motion carried by a voice vote. (7-0)

3. [2018 RES-207](#) AUTHORIZING EXECUTION OF LEASE FOR ADVERTISING CONCESSION AT THE DANE COUNTY REGIONAL AIRPORT

Sponsors: RUSK, BOLLIG, McCARVILLE, PETERS and SCHAUER

Attachments: [2018 RES-207](#)

[2018 RES-207 Fiscal Note](#)

[Sub 2018 RES-207 Rusk Proposed](#)

[Sub to 2018 RES-207 Lamar Terminal Advertising fiscal note](#)

[SUB 1 TO 2018 RES-207](#)

[SUB 1 TO 2018 RES-207 Fiscal Note](#)

[2018 RES-207 CONTRACT #13481](#)

A motion was made by Supervisor BOLLIG, seconded by Supervisor PETERS, that the Resolution be recommended for approval.

A motion was made by Supervisor BOLLIG, seconded by Supervisor PETERS to amend the resolution, the motion to amend the Resolution carried by a voice vote. (7-0)

A motion was made by Cmsnr. ARMSTRONG, seconded by Supervisor McCARVILLE, that the Resolution be recommended for approval with the following amendment: on lines 14 and 15, add the following words after the word Airport, "for digital displays, plus fifty (50) percent of gross revenues for space for static advertising displays: and on line 15 change "\$175,000" to "\$225,000". (to be incorporated into a Substitute Resolution). The motion carried by a voice vote. (7-0)

4. [2018 RES-223](#) AUTHORIZING ASSIGNMENT OF TWO LEASES INVOLVING LAND AT DANE COUNTY REGIONAL AIRPORT

Sponsors: RUSK, BOLLIG, McCARVILLE, PETERS and SCHAUER

Attachments: [2018 RES-223](#)

[2018 RES-223 Fiscal Note](#)

[2018 RES-223 CONTRACT #11300H](#)

A motion was made by Supervisor ARMSTRONG, seconded by Supervisor McCARVILLE, that the Resolution be recommended for approval. The motion carried by a voice vote. (7-0)

E. Items Requiring Commission Action

1. *Mileage and Per Diem for Airport Commission Members in Attendance at this Meeting, September 12, 2018.*

A motion was made by Supervisor McCARVILLE, seconded by Supervisor BOLLIG, to approve mileage and per diem for commission members in attendance at this, September 12, 2018 Airport Commission Meeting. Motion carried unanimously. (7-0)

F. Presentations - None

G. Reports to Commission

1. Activity Report

Acting Director Jones reported enplanements for July, year over year, increased by a robust 20.8%. Year to date enplanements realized an increase of 9%. Jones also reported the the recent Epic User Group meetings contribute to increased enplanements and that the concessionaires in the Airport saw an increase in sales during that same period.

Jones announced American Airlines new service to Phoenix beginning in January and the addition of Sun Country Airlines to the Airport with their direct service to Tampa and Ft. Myers beginning the end of September. In addition, the Airport regularly contacts and is contacted by new and existing airlines inquiring about additional and new service.

The commissioners gave positive feedback on the recent activities.

2. Air Park Matters

Jones briefed the members of the commission on the terminal modernization, expansion, and concessions pending projects.

Jones congratulated Michael Stephens, Director of Operations and Public Safety and the entire Operations and Airfield Maintenance divisions on the recent successful passage of the Federal Aviation Administration (FAA) part 139 Airport inspection. She highlighted the FAA's positive comments on their training program instituted by Operations Supervisor, Rachel Engeler.

Additionally, Jones mentioned the positive activity and growth by current Air Park Tenants. This news was well-received by the commission members.

The Public Works Department is working on a re-roof project at the Airport's Maintenance Facility.

H. Future Meeting Items and Dates

The next meeting is tentatively scheduled for Wednesday, October 10, 2018, or Call of the Chair

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.

K. Adjourn

A motion was made by Cmsnr. ARMSTRONG, seconded by Supervisor McCARVILLE, to adjourn. Motion carried by a voice vote. (7-0) The meeting adjourned at 5:13pm.

Minutes respectfully submitted on behalf of William Haight, Chair

WH:cjl

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NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

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