



# Dane County

## Minutes - Final Unless Amended by Committee

### Airport Commission

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Wednesday, July 20, 2016

5:30 PM

Robert B. Skuldt Conference Room at the Airport

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#### Robert B. Skuldt Conference Room at the Airport

#### A. Call To Order

**Present:** 7 - DENNIS O'LOUGHLIN, PAUL RUSK, DAVE de FELICE, SALLY PROBASCO,  
WILLIAM HAIGHT, DONALD ESPOSITO JR. and ANDREW SCHAUER

**Absent:** 2 - GEORGE GILLIS and PERRY ARMSTRONG

*Chair Probasco called the meeting to order at 5:30pm*

*Staff in attendance: Livingston; Jensen; Jones and Ladell*

*Guests in attendance: Ryan Seib*

*Cmsnr. Rusk arrived prior to item D-4. (at 5:44pm)*

1. Pledge of Allegiance

*The pledge was recited.*

2. Possible Election of Officers

*This item was taken up after item, D-4, after Cmsnr. Rusk arrived.*

#### B. Consideration of Minutes

1. [2016](#) June 15, 2016 Airport Commission Minutes  
[MIN-127](#)

**Attachments:** [Airport Commission Minutes 6 15 2016](#)

A motion was made by Cmsnr. O'LOUGHLIN, seconded by Cmsnr. ESPOSITO, JR., that the Minutes be approved. The motion carried by a voice vote. (6-0)

#### C. Reports of Subcommittees - none

#### D. Referrals (Resolutions & Ordinance Amendments)

1. [2016 RES-155](#) AUTHORIZING SECOND TERM EXTENSION OF OPERATING AGREEMENT AND TERMINAL BUILDING LEASE WITH DELTA AIRLINES, INC. - DANE COUNTY REGIONAL AIRPORT-

**Sponsors:** SCHAUER, de FELICE and O'LOUGHLIN

**Attachments:** [2016 RES-155](#)  
[2016 RES-155 FISCAL NOTE](#)  
[Delta Operating Agreement SECOND Term Extension 2017](#)

A motion was made by Cmsnr. O'LOUGHLIN, seconded by Cmsnr. SCHAUER, that this Resolution be recommended for approval. The motion carried by a voice vote. (6-0)
  
2. [2016 RES-156](#) AUTHORIZING SECOND TERM EXTENSION OF OPERATING AGREEMENT AND TERMINAL BUILDING LEASE WITH UNITED AIRLINES, INC. - DANE COUNTY REGIONAL AIRPORT-

**Sponsors:** SCHAUER, de FELICE and O'LOUGHLIN

**Attachments:** [2016 RES 156 DRAFT United Res 2d Term Extension 2017 \(3\)](#)  
[2016 RES-156 FISCAL NOTE United airline operating agreement extension 2016](#)  
[United Operating Agreement SECOND Term Extension 2017](#)

A motion was made by Cmsnr. SCHAUER, seconded by Cmsnr. HAIGHT, that this Resolution be recommended for approval. The motion carried by a voice vote. (6-0)
  
3. [2016 RES-158](#) AUTHORIZING TRAVEL OUTSIDE OF THE CONTINENTAL UNITED STATES FOR THE DANE COUNTY REGIONAL AIRPORT DIRECTOR AND DEPUTY AIRPORT DIRECTOR - FINANCE AND ADMINISTRATION

**Sponsors:** SCHAUER, de FELICE and O'LOUGHLIN

**Attachments:** [2016 RES-158](#)  
[2016 RES-158 Fiscal Note](#)

A motion was made by Cmsnr. ESPOSITO, JR., seconded by Cmsnr. HAIGHT, that this Resolution be recommended for approval. The motion carried by a voice vote. (6-0)

Cmsnr. RUSK arrived prior to this item.

4. [2016 RES-160](#) AUTHORIZING PURCHASE OF SERVICES AGREEMENT WITH LEGACY COMMUNICATIONS LLC FOR PROVISION OF AN EMERGENCY AND INFORMATIONAL NOTIFICATION SYSTEM AT THE AIRPORT

**Sponsors:** SCHAUER, de FELICE and O'LOUGHLIN

**Attachments:** [2016 RES-160](#)

[2016 RES-160 Fiscal Note](#)

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

#### *Election of Officers:*

*Chair Probasco called for nominations for Airport Commission Chair and Vice-Chair. Motion by Cmsnr. RUSK, seconded by Cmsnr. ESPOSITO to nominate Cmsnr. Haight for Chair and Cmsnr. Probasco for Vice-Chair. Cmsnr. Bill Haight was elected Chair and Cmsnr. Probasco was elected Vice-Chair by unanimous vote. (7-0)*

*Newly Elected Chair, Cmsnr. Haight called for election of Secretary. Motion by Cmsnr. O'LOUGHLIN, seconded by Cmsnr. PROBASCO to nominate current secretary, Cmsnr. Esposito. Don Esposito was elected Secretary by unanimous vote. (7-0)*

#### **E. Items Requiring Committee Action**

1. *Mileage and Per Diems (Airport Cmsn members in attendance at this meeting July 20, 2016)*

*A motion was made by Cmsnr. O'LOUGHLIN, seconded by Cmsnr. ESPOSITO to approve mileage and per diem for Cmsn. Members in attendance at this meeting, July 20, 2016 of the Airport Commission. Motion Carried by a voice-vote. (7-0)*

#### **F. Presentations - none**

#### **G. Reports to Commission**

1. *Activity Report*

*Director Livingston reported on Airport Activity. May of this year saw an increase of 11.3% from the same time period last year. Year-to-Date traffic was up by 6.9%. Operations is up 4% from same time period and up 7% Year-to-Date. Enplanements are strong and may be a reflection of our currently, good local economy, additional seat capacity, and new Charlotte service.*

## 2. Air Park Update

*Director Livingston reported that the Air Field construction is done for the summer.*

*Jensen reported that the contractor was great to work with and that the construction work was completed ahead of schedule.*

*Jones gave current tenant status report.*

*Jones showcased prestigious National Marketing Award for the Television Commercial featuring Michael Feldman's "Who Knew?" campaign. Commissioners applauded Brent McHenry, Marketing and Communications Director and were impressed by the recognition and suggested a press release to share the good news.*

## H. Future Meeting Items and Dates

*Next meeting tentatively scheduled for Wed., August 17, 2016 at 5:30PM. The 2017 proposed Airport Budget will be presented to the Commission for its consideration.*

## 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. O'LOUGHLIN, seconded by Cmsnr. SCHAUER to adjourn. Motion carried by a voice-vote. (7-0) The meeting adjourned at 6:13PM.*

*Minutes respectfully submitted by newly-elected Chair Haight and Vice-Chair Probasco.  
cjl*

*NOTE: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.*

*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*