



# Dane County

## Minutes - Final Unless Amended by Committee

### Airport Commission

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Tuesday, September 15, 2015

5:30 PM

Robert B. Skuldt Conference Room  
at the Airport

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#### A. Call To Order

**Present:** 6 - PAUL RUSK, DAVE de FELICE, SALLY PROBASCO, WILLIAM HAIGHT, PERRY ARMSTRONG and ANDREW SCHAUER

**Absent:** 3 - DENNIS O'LOUGHLIN, GEORGE GILLIS and DONALD ESPOSITO JR.

Chair Probasco called the meeting of the Airport Commission of September 15, 2015, to order at 5:35 p.m.

Guests present: Jeff Davis, Wisconsin Aviation; SSP Personnel: Pat Banducci, Chief Operating Officer; Paul Loupakos, Vice-President of Business Development; and Jeff Jumper, Regional Director of Operations; and, nationally acclaimed Chef Tory Miller, Madison

Staff present: Livingston, Jones, LeGore and Ladell

#### Pledge of Allegiance

The Pledge was recited.

The Chair moved item F-I, SSP Food & Beverage Concessionaire Presentation to the first order of business. The Chair introduced SSP presenters: Pat Banducci, Chief Operating Officer; Paul Loupakos, Vice-President of Business Development; and Jeff Jumper, Regional Director of Operations. Along with nationally acclaimed, local Chef, Tory Miller, they presented the proposed Airport food concession updates. Menu sampling, as well as a question and answer period ensued. The highlight was the proposed local partnership with Chef Miller and the local food source potential. After the presentation, a motion was made by Cmsnr. Armstrong, seconded by Cmsnr. Haight to approve that Airport staff move forward with development of a lease between DCRA and SSP to be returned to the commission for approval. The motion carried by a voice vote. (6-0)

#### B. Consideration of Minutes

1. [2015 MIN-309](#) AUGUST 19, 2015 AIRPORT COMMISSION MINUTES

**Attachments:** [2015 MIN 309 Airport Commission minutes August 19, 2015](#)

A motion was made by Cmsnr. de FELICE, seconded by Cmsnr. ARMSTRONG, that the Minutes of the August 19, 2015 Airport Commission meeting be approved. The motion carried by a voice vote. (6-0)

**C. Chairs Report**

1. *Update on County Executive Appointments to the Airport Commission  
(Don Esposito and Perry Armstrong)*

Chair Probasco reported that the County Executive Citizen appointments of Don Esposito and Perry Armstrong to the Airport Commission, were confirmed by the County Board of Supervisors. Their new terms run until, June 30, 2018.

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

1. [2015 RES-188](#) AUTHORIZING ASSIGNMENT AND AMENDMENT OF LEASES INVOLVING LAND AT DANE COUNTY REGIONAL AIRPORT

**Sponsors:** RUSK

**Attachments:** [2015 RES-188](#)  
[2015 RES-188 FISCAL NOTE](#)  
[2015 RES-188 ASSIGNMENT & AMENDMENT 78-13](#)  
[2015 RES-188 ASSIGNMENT & AMENDMENT 82-7](#)

A motion was made by Cmsnr. SCHAUER, seconded by Cmsnr. ARMSTRONG, that the Resolution be recommended for approval. The motion carried by a voice vote. (6-0)

2. [2015 RES-227](#) AUTHORIZING EXECUTION OF QUIT CLAIM DEED - DANE COUNTY REGIONAL AIRPORT

**Sponsors:** RUSK

**Attachments:** [2015 RES-227 AUTHORIZING EXECUTION OF QUIT CLAIM DEED - DANE COUNTY REGIONAL AIRPORT-](#)  
[2015 RES-227 FISCAL NOTE](#)  
[2015 RES-227 Quit Claim Deed](#)

A motion was made by Cmsnr. ARMSTRONG, seconded by Cmsnr. SCHAUER, that the Resolution be recommended for approval. The motion carried by a voice vote. (6-0)

**E. Items Requiring Commission Action**

1. [2015 ACT-291](#) MAKING A RECOMMENDATION ON DANE COUNTY REGIONAL AIRPORT REGULATIONS

**Attachments:** [2015 ACT-291OA Ch 67-TNC Rates and Charges \(3\)](#)

Motion was made by Cmsnr. HAIGHT, seconded by Cmsnr. ARMSTRONG recommending approval of the proposed updates to Dane County Regional Airport Regulations for 2016. Motion Carried by a voice vote. (6-0)

## **2. Mileage and Per Diems (Airport Cmsn. members in attendance at this meeting, September 15, 2015)**

A motion was made by Cmsnr. Armstrong, seconded by Cmsnr. Haight to approve mileage and per diem for the commissioners in attendance at tonight's meeting. Motion carried by a voice vote.

## **F. Presentations**

### **1. SSP Food & Beverage Concessionaire Presentation**

This item was moved up to the beginning of the agenda, taken up after the Pledge of Allegiance. (see details noted above after the Pledge)

## **G. Reports to Commission**

### **1. Activity Report**

Director Livingston mentioned that the Airport accepted the Safety & Working Conditions Study Committee Award at a recent County Board Meeting. Livingston thanked Airport Director of Facilities & Maintenance, Bill LeGore for his division's achievement. LeGore addressed the commission stating that the success was due to incident evaluations and working with the Risk Management Department and the Study Committee members.

Livingston reported that July activity was down 1.5% from the previous July. Year-to-date activity remained flat.

Livingston was happy to report that the recent Epic User Group Meeting went fine.

### **2. Air Park Issues**

No Air Park Issues were reported.

## **H. Future Meeting Items and Dates**

The next meeting of the Airport Commission is scheduled for, Wednesday, October 21, 2015. The time has been moved up to 5:00pm, an earlier start time to accommodate some commissioners for meeting attendance later that same evening.

Paradies, the Airport's retail provider, will make a presentation at the next meeting. The Greater Madison Convention and Visitor's Bureau will also make a short presentation.

#### **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**

Motion by Cmsnr. Armstrong, seconded by Cmsnr. Schauer to adjourn. Motion carried by a voice vote. Meeting adjourned at 6:55 p.m.

Minutes respectfully submitted: Sally Probasco, Chair  
cjl