



# 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?*

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Wednesday, November 11, 2020

5:30 PM

Virtual Zoom Meeting: See top of agenda for  
instructions on how to join the webinar or call in by  
phone.

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**Virtual Zoom Meeting: See top of agenda for instructions on how to join the webinar or  
call in by phone.**

The November 11, 2020 Airport Commission Meeting is being held virtually. The public can access the meeting with the Zoom application or by telephone.

To join the meeting in Zoom, click the following link (after you fill out the form, the meeting link and access information will be emailed to you):

[https://us02web.zoom.us/webinar/register/WN\\_pDBojx1cQnGM\\_H5gj0Njng](https://us02web.zoom.us/webinar/register/WN_pDBojx1cQnGM_H5gj0Njng)

This link will be active until the end of the meeting.

To join the meeting by phone, dial in using one of the following three toll-free phone numbers:

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**PROCESS TO PROVIDE PUBLIC COMMENT: ANY MEMBERS OF THE PUBLIC WISHING TO REGISTER TO SPEAK ON/SUPPORT/OPPOSE AN AGENDA ITEM MUST REGISTER USING THE LINK ABOVE (even if you plan to attend using your phone).**

In order to testify (provide public comment), you must be in attendance at the meeting via Zoom or phone, you will then either be un-muted or promoted to a panelist and provided time to speak to the Commission.

Registrations to provide public comment will be accepted until 30 minutes prior to the beginning of the meeting.

**A. Call To Order**

**STAFF PRESENT:** Kimberly Jones, Gene Meyers, Michael Kirchner, Julie Gallagher

**Also Present:** Kevin Kunde, Jeff Manzetti with Mead & Hunt, Kathleen Vanderstappen with Mortenson

**Present:** 8 - PERRY ARMSTRONG, JERRY BOLLIG, WILLIAM HAIGHT, MAUREEN McCARVILLE, STEVEN PETERS, ANDREW SCHAUER, ANGELA THOMAS and JASON ILSTRUP

**B. Consideration of Minutes**

1. [2020 MIN-131](#) Minutes of the 8/12/20 Airport Commission

**Attachments:** [2020 MIN-131](#)

A motion was made by Supervisor PETERS, seconded by Supervisor SCHAUER, that the minutes be approved. Motion carried by a voice vote (8-0)

**C. Reports of Subcommittees - None**

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

1. [2020 RES-244](#) AUTHORIZING SIXTH AMENDMENT OF PURCHASE OF SERVICES AGREEMENT FOR MARKETING AND ADVERTISING SERVICES FOR THE DANE COUNTY REGIONAL AIRPORT PURCHASE OF SERVICES AGREEMENT NO. 12910

**Sponsors:** McCARVILLE, BOLLIG, RIPP and SCHAUER

**Attachments:** [2020 RES-244](#)  
[2020 RES-244 FISCAL NOTE](#)

A motion was made by Supervisor BOLLIG, seconded by Supervisor McCARVILLE that the Resolution be recommended for approval. The motion carried by a voice vote. (8-0)

- 2. [2020 RES-248](#) AUTHORIZING EXECUTION AND SUBMITTAL OF A REQUEST FOR APPROVAL OF AN APPLICATION FOR FOREIGN-TRADE SUBZONE DESIGNATION FTZ NO. 266

Sponsors: BARE, McCARVILLE, RATCLIFF and RIPP

Attachments: [2020 RES-248](#)  
[2020 RES-248 FISCAL NOTE](#)

A motion was made by Supervisor McCARVILLE, seconded by Supervisor SCHAUER, that the Resolution be recommended for approval. The motion carried by a voice vote (8-0).

### E. Items Requiring Committee Action

- 1. Per Diem for Airport Commission Members in Attendance at this, remote, November 11, 2020 Meeting of the Airport Commission.

A motion was made by Commissioner Armstrong, seconded by Supervisor McCARVILLE, to approve per diem for Commissioners in attendance. Motion carried with a voice vote (8-0).

### F. Presentations

South Expansion - Michael Kirchner, Mead & Hunt

Power point presentation was given by Jeff Manzetti with Mead & Hunt on the status of the South Terminal Expansion.

### G. Reports to Commission

- 1. Activity Report

Director Jones reported on activity since the last Commission meeting. Passenger travel was down 75.4% in August, 74.8% in September. Through October we have been holding steady between 65-75% decline in passenger travel resulting in a 61.6% year to date decline compared to this time last year. Sun Country seasonal trips return November-December. While leisure travel marks the recovery nationwide, Jones stated because MSN has traditionally been dominated by business travel, our numbers trend lower than the national average.

- 2. Airport Terminal Rent and Landing Fees 2020 OA-020

Director Jones provided a brief history on this Ordinance Amendment that was discussed by Airport Deputy Director Gene Meyers in August in relation to the 2021 Budget. This amendment was required for passage in conjunction with the annual budget, so it has already been approved by the Board..

[2020 OA-020](#) AMENDING CHAPTER 67 OF THE DANE COUNTY CODE OF ORDINANCES ADDRESSING AIRPORT TERMINAL RENT AND LANDING FEES

**Sponsors:** McCARVILLE, BOLLIG, RATCLIFF, RIPP and SCHAUER

**Attachments:** [2020 OA-020](#)  
[2020 OA-020 FISCAL NOTE](#)  
[2020 OA-020 SIGNED COPY](#)

**3. Holiday Music Program**

Director Jones provided an update on the revised plan for this year's Holiday music and light programs which include virtual and live music.

**4. Paul Rusk Memorial Discussion**

The Commission discussed the impact and loss of Supervisor Paul Rusk. Director Jones read a portion of the Resolution created for him. Ideas were raised on how to best recognize Supervisor Rusk within the Airport with an agreement to discuss in detail at our next meeting. Director Jones will present ideas at that time.

**H. Future Meeting Items and Dates**

The Next Meeting is tentatively scheduled for Wednesday, December 9, 2020 at 5:30pm, or Call of the Chair.

**I. Public Comment on Items not on the Agenda**

**J. Such Other Business as Allowed by Law**

**K. Adjourn**

A motion to adjourn was made by McCARVILLE, seconded by SCHAUER. The motion was carried by a voice vote (8-0) and the meeting adjourned at 6:21pm.

**SIGNED: WILLIAM HAIGHT, CHAIR**

*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.*