



*** All present are expected to conduct themselves in accordance with our City's Core Values ***

OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation, or sub-unit thereof.

Meeting of the: **AIRPORT COMMITTEE**
Date/Time: **Wednesday, January 14, 2015 @ 6:00 pm.**
Location: **Wausau Downtown Airport Terminal Building Conference Room**
Members: William Nagle (C), Sherry Abitz, Karen Kellbach, Robert Mielke, Bob Mohr, Dick Gehrt, Fred Prehn

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

- Call to Order/Roll Call
 - 1 Consider minutes of previous meeting - November 12, 2014
 - 2 Airport Manager Report - Chmiel
 - 3 Airport Budget Review - Groat
 - 4 Discussion and Possible Action on Boy Scout Troop 465 Request for Storage Shed Location on Airport Property - Jerry Kronschnabel
 - 5 Discussion and Possible Action on Request to Operate FAA Medical Exam Service from Private Hangar - Burt/Abitz
- Adjournment

William Nagle
Chairperson

IMPORTANT: FOUR (4) MEMBERS NEEDED FOR A QUORUM: If you are unable to attend the meeting, please notify Mary by calling (715)261-6621 or via email mary.goede@ci.wausau.wi.us

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 1/09/15 @ 3:00 pm

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For information or to request this service, contact the City Clerk at (715) 261-6620.

Other Distribution: Media, Council (Wagner, Nutting, Neal, Gisselman, Oberbeck, Rasmussen, Winters) Tipple, Chmiel, Groat,*Alfonso, Duncanson

AIRPORT COMMITTEE

Time and Place: Wednesday, November 12th, 2014 at 6:00 p.m. at the Wausau Downtown Airport Terminal Conference Room

Members Present: Mohr, Mielke, Gehrt, Nagle, Prehn, Kellbach

Members Excused: Gerht, Abitz

Others Present: John Chmiel, Airport Manager, Tara Alfonso, Assistant City Attorney, MaryAnne Groat, Finance Director, Honsa Bublik, Max Bublik

In accordance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and copy sent to the Daily Herald in the proper manner.

Chairman Nagle called the meeting to order at 6:00 p.m.

Minutes of Previous Meetings

The minutes of September 10th, 2014 were reviewed and placed on file. Mielke moved to approve the committee minutes as submitted, second by Mohr. Motion approved 6-0

Airport Manager's Report – Chmiel

Chmiel explained the Airport Manager's Report for November 2014; and the report was placed on file. See copy on file. Chmiel also noted that the Milwaukee Flight Standards District Office of the FAA had recognized Chmiel as the Great Lakes Region FAA Team Representative of the Year for promotion of safety in general aviation in our region.

Airport Budget Review - Groat

Groat explained a verbal summary of the Airport Budget Report through November 2014. Groat reiterated that the area of the budget which was not meeting projections was the cost of facilities maintenance at the airport. She also stated that the airport committee's recommendation to increase the enterprise fund for the airport by \$20,000 had been modified to \$10,000 but had not been removed as of yet during the 2015 operating budget planning. No further action taken.

Discussion and Possible Action on Taping and Dissemination of Airport Committee Minutes

Chmiel reminded the committee that a discussion of whether or not to tape airport committee meetings for the purpose of producing the minutes had not yet been finalized. Chmiel stated that he could see the argument from both sides since sometimes taking notes and creating the minutes can be labor intensive and time consuming for the meetings. Prehn asked who would produce the minutes from the tape recording. Chmiel stated that the city clerk's office would then be

responsible for the minutes. Mielke asked how other city departments do it. Alfonso stated that from what she has seen, only the airport does not tape record the minutes. Prehn stated that he felt it was important for the person producing the minutes to be present at the meeting for proper interpretation of the recording. Nagle questioned the committee about whether there had been any problems with minute interpretation from airport meetings in the past. Mohr questioned whether it would make people less likely to express their views or concerns from fear of being misinterpreted. Chmiel stated that if the committee decided not to tape record the meetings, that the committee could decide on a meeting-to-meeting basis whether to record the meeting depending on the agenda. For the purpose of discussion Mohr made a motion to approved tape recording of the airport committee meetings to disseminate the minutes. Mielke second. The motion was defeated 5-0. _____ made a motion to continue the airport committee meeting minutes dissemination without taping the meetings. _____ second. Motion passed 6-0

Discuss T-hangar Rental Rate Adjustment 2015

Chmiel reminded the committee that the committee was considering a 1.5% increase in T-hangar rental rates for the 2015 operating budget. Chmiel stated that a notice had been distributed to the T-hangar tenants for informing them of the proposed increase and inviting them to attend this meeting to voice their opinion. Mr. Bublik who is a tenant at KAUW was asked for comment. Mr. Bublik explained that he and his son Max were attending the airport committee meeting as part of his son's Boy Scout merit badge requirement. Mr. Bublik stated that he felt the current rental hangar rates are reasonable and although he would prefer avoiding an increase in the rental rate he felt it may be right thing to do and a reasonable amount. As a T-hangar tenant he agreed that he would rather see a small increase annually rather than a double digit percentage increase every five years.

Mielke made a motion to increase T-hangar rental rates by 1.5% and for rental rates to be reconsidered for adjustment in October of 2015. Mohr second. Motion approved 6-0.

Mohr moved to adjourn the meeting, second by Kellbach. Motion carried unanimously and meeting adjourned at 6:35 p.m.

Respectfully Submitted by John P. Chmiel, Airport Manager

AIRPORT MANAGER'S REPORT
January 2015

A. FUEL SALES

Fuel Type	2012	2013	2014	2013/2014 % Change
92 OCT Auto	175	83	77	-7
100LL	813	382	779	104
Jet A	5148	4782	7270	52
Monthly Totals	6136	5247	8126	55

B. YEAR TO DATE FUEL TOTALS

2012	2013	2014	2013/2014 % Change
99,411	112,517	122,711	9.1

C. AIRPORT OPERATIONS

Active Wausau Based Aircraft: 33
Inactive Wausau Based Aircraft: 53
 Total Wausau Based Aircraft: 86

TOTAL ESTIMATED FLIGHT OPERATIONS : 2243

Companies Utilizing the Wausau Downtown Airport
(Not Including Aviation Companies)

Becher Hoppe	Cobalt
Cherry Tree Dental	Jefferson St. Inn
Marshfield Clinic/Spirit 2	Pediatric Dental
State of Wisconsin Governor	Aspirus
Granite Peak	Kocourek Automotive
Courtyard Marriott	Eagle's Nest
Integrity Construction	Great Dane
TransCanada Pipeline	River Valley Bank
State of Wisconsin Atty. Gen.	the Mint
Wausau Supply Company	Enterprise Rental Car

Valley Medical	Wausau Steel
Control Technology & Solutions	Wynn Jones & Associates
St. Claire's	Raffel Systems
Prehn Cranberry Co.	Vortex Tool
Valley Med Flight	Best Western
Ministry Health Care	Connexus
Bushman's	Skyward
Prehn Dental	All American Taxi
Ale & Quail	Central WI Firearms

D. AIRPORT MAINTENANCE

Lighting Systems:	All OK
Vehicles:	All OK
Snow Removal:	All OK
Buildings:	All OK

E. AIRCRAFT RENTALS

Month	2012	2013	2014	2013/2014 % Change
January	27.5	12.8	2.0	-84.4
February	31.2	11.4	6.2	-45.6
March	32.8	28.7	18.1	-36.9
April	54.1	23.7	21.3	-10.1
May	46.2	26.2	30.3	15.6
June	68.9	54.0	69.4	28.5
July	65.3	79.7	143.9	80.6
August	60.4	88.9	92.0	3.5
September	24.6	92.2	79.0	-14.3
October	39.1	50.0	94.8	89.6
November	26.1	18.7	42.8	128.9
December	18.5	7.7	36.7	376.6
Year-To-Date	494.7	494.0	636.5	28.8

F. HANGAR TENANT CONCERNS

CORPORATE HANGAR ACTIVITY

Month	WFS Aircraft	Local Tenants*	Transient Tenants**
December	4	10	3

* 1 jet, 3 turbine, 5 singles, 1 helicopter

** 1 jet, 2 turbine

T-HANGARS – 100 % occupancy, 8 aircraft owners on waiting list

PRIVATE HANGARS – No issues

CITY HANGARS – No issues

TERMINAL BUILDING – No issues

KOCOUREK HANGAR CONSTRUCTION UPDATE- Hangar has been approved by City. Kocourek has not announced when construction will begin.

G. AIRPORT PROMOTION

- EAA Chapter 640 is in the process of pursuing 501 (C)(3) status for their “Learn, Build, Fly” organization. The group which completed their first airplane, the Baby Ace, this summer, has begun construction on their next project: a Wittman Buttercup. The Buttercup is being built from scratch. Wing rib construction is the main focus for the group now. Building meetings take place on Tuesday evenings and Sundays. The goal is to build aircraft and introduce adults and youth to aviation and homebuilding. About 30 people are active in the organization.
- WFS started Private/Recreational/Sport Pilot Ground School January 7th. The course is designed to help students pass the FAA knowledge Exam
- WFS flight instructor J.P. Chmiel was named FAAS Team Representative of the 2015 for the Milwaukee Region.
- Please check out Flywausau.com and Wausau Downtown Airport FB page are being updated regularly.
- Sign-Up now for our monthly email newsletter “CONTACT”