

AIRPORT COMMITTEE

Time and Place: Wednesday, April 8th, 2015 at 6:00 p.m. at the Wausau Downtown Airport Terminal Conference Room

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

Members Excused: Nagle

Others Present: John Chmiel, Airport Manager, Tara Alfonso, Assistant City Attorney, Sean Gehin, Engineering, Steve Opatik, Becher Hoppe, Karl Kemper Becher Hoppe

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

Vice-Chairman Mohr called the meeting to order at 6:00 p.m.

Minutes of Previous Meeting

The minutes of March 18th, 2015 were reviewed and modified. Kellbach moved to approve the minutes. Second by Mielke. Motion approved 6-0.

Airport Budget Review - Groat

Groat explained the airport budget review through March 2015. There are no large variances in comparison between 2014/2015. In 2015, depreciation is being recorded monthly on the budget statement. The airport is in better budgetary shape in 2015 mainly due to decreased utility costs. The report was placed on file.

Abitz questioned Chmiel about how the mild winter has impacted the airport. Chmiel stated the spring 2015 weather has had a positive impact on airport activity and that will be reflected in the airport manager report. Groat added that a list of private properties on airport will be included on future budgetary reports to indicate how income from those properties impacts the airport financials. No further discussion.

Update Regarding Proposed Kocourek Hangar Construction - Chmiel

Chmiel explained that the Kocourek hangar project is being delayed until 2016. It was hoped that Kocourek would be able to build his hangar in 2015. The main reason for the delay is the time and cost of relocating utilities which are currently on the approved Kocourek building site. The utilities that need to move are electric, gas, sewer/water, and storm sewer. City officials, WPS engineers, City Engineering Dept, and Kocourek's architects have met to discuss the plan. When these utilities are moved to accommodate Kocourek's hangar the discussion surrounded the ideal location to accommodate future development in the proposed "East Hangar

Development Area". The City does not currently have funds allocated to pay for this utility relocation. Ideas floated at the meeting included creating a TIF district on the airport to pay this utility relocation project as well as other airport projects. The problem is the time required to pursue and get a TIF district approved will not give Kocourek's team enough time in the 2015 building season to construct his hangar.

Chmiel explained that he has already communicated with Mr. Kocourek about the utility difficulties. Mr. Kocourek has indicated that he will not cancel his project, but intends to begin hangar construction in 2016. Chmiel explained that he has already contacted Brad in planning and has begun the process of pursuing a one-year extension on the issued conditional use permit for Mr. Kocourek which was originally issued in 09/2014. Chmiel will attend the May planning commission meeting to answer questions about the conditional use permit extension request. No further questions. No action taken.

Discussion and Possible Action to Revise Wisconsin Bureau of Aeronautics 6-Year Plan for Airport Improvement Schedule and City CIP 5-Year Plan

Chmiel distributed a copy of the Airport 6-year plan to those attending the meeting. The Wisconsin Bureau of Aeronautics requires a 6-year capital project plan and the City requires 5-year capital project plan annually. The BOA requires that any airport projects which we request State or FAA funding for must be included on this plan. Whenever the City changes future project plans for the airport, the 6-year plan should be revised accordingly to increase opportunities for FAA and State funding for the projects.

The plan distributed to the committee is the most current plan proposed by airport management for capital planning. Chmiel explained that 2015 projects include crack sealing of all asphalt pavements on the airport, and microfiber sealing of runway 05/23.

Chmiel proceeded to explain the proposed project list. Runway 13/31 would be microfiber sealed in 2016. This would complete all crack sealing on all asphalt surfaces on the airport. The only other sealing on the airport operations area of the airport would be the re-enforced concrete apron in front of the terminal building. T-hangar 1-10 upgrades are also being requested in 2016. Chmiel stated that he has been requesting these upgrades for 3 years. Chmiel stated that he would be disappointed if the upgrades did not take place. The 60+ year old hangars have paid for themselves and earned profit for the City. They are the lowest priced hangars at the airport and can be compared to low income housing. Chmiel stated that these hangars attracted frugal tenants who have historically upgraded to better Wausau airport T-hangars once established as Wausau airport tenants. Prehn expressed that an alternative would be to tear the 10-unit hangar down, and build nicer units that might attract a different kind of airport tenant. Chmiel agreed that could work and the City would ultimately make the decision on whether to fund the upgrades.

Chmiel explained the request to replace corporate hangar #3 bi-fold door for an estimate of \$300,000. Mielke questioned the high cost of the door. Chmiel stated that there may be a less expensive alternative. Schweiss Doors offers to upgrade any existing bi-fold door to their

proven strap and torque bar system. Chmiel stated that the current door is the last of its kind and recent upgrades were only intended to extend its life a limited amount of time.

Parking lot needs to be resurfaced. There is some question within the City whether Woods Place is a City street or just the airport parking lot. If it is a City street then the funding for repairs would come from DPW. If it's an airport parking lot, then the funding will come from the airport budget. That is why it's included on the airport CIP plan.

Replacement of the concrete apron could cost in excess of \$1.2M. That's why it is important to keep the cracks sealed. The re-enforced concrete apron was installed at the Wausau Airport when the airlines served KAUW. Chmiel explained that the "East Hangar Development Area" would be explained later in the airport meeting agenda. Taxiway/Runway LED lighting upgrades will save on annual utility costs for the airport. Relocation of the ASOS weather reporting facility may be needed if the certain hangars are built in the hangar development area. Structures of a certain height cannot be built within a certain radius of ASOS facilities requiring the facility to be moved to allow for further hangar development. The perimeter inspection road will give more convenient access for emergency response outside the fence.

Runway 05/23 and runway 13/31 reconstruction will hopefully be delayed further out after the crack sealing projects and microfiber sealing projects are completed in 2015/16. The last item on the list included a snow removal vehicle purchase.

Chmiel explained that a motion to pass this plan tonight allows him to begin the formal CIP request process with the City for 2016. Approval of the BOA 6-year plan will also require approval by the finance committee, a public hearing and City Council approval for BOA planning purposes. Going through the BOA 6-year plan approval process does not obligate the City to pursue those projects.

Alfonso questioned whether the projects on this year's plan were the same projects requested on last year's plan. Chmiel stated that yes they were, but the year of the project may have been adjusted. The "East Hangar Development Area" project is an added project.

Abitz made a motion to approve the proposed 6-year plan presented by Chmiel to the committee. Mielke second. Motion approved 6-0.

Discussion and Possible Action to Authorize Utility Installations In East Hangar Development Area

Chmiel showed the committee a map created by Becher Hoppe showing a preliminary layout of taxiways and hangars in the proposed East Hangar Development Area. Chmiel explained the layout and showed where construction of the Kocourek hangar will take place. Also pointed out where the access road going to proposed hangar locations along the fence accessed through a proposed electronic sliding vehicle gate near Airport Park. Chmiel explained proposed locations for utilities installation between the vehicle access road and the current fence line.

Chmiel explained the hangar layout shown on the map. An 80 X 80 hangar currently shown near the Kocourek hangar would not be shown on a modified plan. He also explained that the layout to the east would most likely be modified since it is unlikely that the number of large hangars currently shown on the map will be constructed. It is more realistic to consider that if an airport access agreement is approved a good number of smaller hangars will be constructed where there are currently large hangars shown.

Chmiel explained to the committee that a difference between the West Hangar Development Area (WHDA) and the East Hangar Development Area (EHDA). The WHDA approved land leases were approved based on hangar dimensions. Chmiel proposed that EHDA land leases be approved based on lot size with hangars that cover a minimum percentage of the lot. This would make pre-approval easier and avoid the cumbersome City meeting process required to approve “non-standard” sized hangars in the WHDA. The “percentage” requirement would be insured that airport space was well managed and used properly for the development of the hangar area. Condominium style hangars could also be accommodated in the EHDA.

Prehn questioned who would be responsible for the cost of the asphalt ramp in front of the Kocourek hangar. Chmiel explained that in the WHDA the hangar builder is responsible preparing the area from the front of their hangar to the existing taxiway and to the existing taxiway/ramp each side of the new hangar, or halfway to their future hangar neighbor. The goal is to have continuous ramp for snow removal purposes. The City is responsible from installing the asphalt in the prepared area. Chmiel stated that when hangars are built to the size of the Kocourek hangar, it requires a lot of apron space and that is expensive. But he encouraged the committee to consider the tax revenue generated by a hangar valued at \$500,000-\$600,000 and to compare that to the initial asphalt investment that the City would have to make. The problem for the City is where to find the (estimated) \$52,000 to pay for the investment in asphalt. Chmiel suggested that creating a TIF district on airport property could possible help pay for investments in apron asphalt.

Alfonso reminded Chmiel to get back to the agenda item topic. Prehn asked what the plan is if hangars are constructed in the area currently used by the annual balloon rally. Chmiel attempted to show the airport committee how the balloon rally could be shifted south of the EHDA. Chmiel stated that he was still in support of the balloon rally and wanted to accommodate the balloon rally and encourage hangar construction. The public could still access the “new” balloon rally area from the same gate as in previous years. Prehn stated that the balloon rally is a very popular and important event for the community. Chmiel concluded by stating this was a brief summary of the EHDA plan and its layout and more details about the plan will be released at a future airport committee meeting. Chmiel stated that revealing this preliminary EHDA plan would help explain the utility requirements planned for the area.

Chmiel explained that the growth of the balloon rally in recent years has required an increase in demand for electricity for the event on airport property. WPS was concerned by the amount of electricity required by the event in 2014 and the strain it put on electrical services to the area. WPS contacted the City to try to solve the electric power requirements of the balloon rally for 2015. Conversation between Mayor Tipple and WPS about balloon rally electrical requirements also brought up the utility requirements of the “future” Kocourek hangar. At that point the

decision was made to call a meeting to discuss: 1. relocating the utilities currently located in the space which will be the future location of the Kocourek hangar; 2. Installing these utilities in the proposed EHDA; and 3. Make sure that the power installation can accommodate the needs of the balloon rally. This way all goals could be accomplished in one project, saving tax payer money. It would also ensure that utilities would be placed in areas that would not require their displacement in the near future. During that meeting it was decided that WPS should create an estimate for moving utilities from the current approved Kocourek hangar location to the EHDA phase I area (which is the area used by the balloon rally). WPS was unable to create an estimate before the airport committee meeting. Without investigating all details WPS officials gave a verbal non-binding estimate of \$20,000-\$30,000. Chmiel stated that the power needs to be removed from the Kocourek site. We need to relocate it for future needs so that it won't need to be moved again, and we should consider the needs of the balloon rally for this year. Otherwise hosting the balloon rally in 2015 is in jeopardy.

Prehn questioned if this power installation would provide for the entire EHDA. Chmiel stated the estimate is only for the phase I area of the EHDA. Prehn questioned if it was short-sighted to only pursue the phase I area. Groat stated that it was her understanding that WPS would be able to extend from the installation done this year. Groat stated that the electrical problems did not only occur in 2014. The power consumption of the event has been increasing in recent years as evidenced by vendor complaints about pieces of equipment failing. WPS reiterated that this is an indication of lack of power and continuing in the same manner would be a safety hazard. Prehn questioned who finances the event. Groat stated it is an event sponsored and organized by Wausau Area Events and it loses approximately \$15,000 annually. Admission is free for the event. Revenue sources include charges to vendors, beverages, etc. but expenses make profit difficult and Wausau Area Events does not have the funding available to pay for this electrical upgrade.

Chmiel stated that sewer and water upgrades to the area are not necessary this year. Once the EHDA plan is approved by the City and the FAA, funding could be available for sewer/water installation.

Alfonso questioned when the EHDA was introduced on the airport CIP plan process with the City. Chmiel stated that the EHDA will be a new request on the CIP planning process with the City. Chmiel stated that the airport is currently in pursuit of approval from the City and FAA for the EHDA plan. Chmiel stated that early this year it became apparent the lack of large hangar space at the Wausau airport was going to be an urgent issue. A large cabin-sized jet has been making serious inquiries with airport management about basing its aircraft at the Wausau airport. When that takes place, the Wausau Airport will be at 100% occupancy in all its large hangars. There will be no room for transient aircraft staying in Wausau overnight. There will also be no room for growth unless a plan for future hangars is executed. This demand for large aircraft hangar space was not evident during previous CIP planning years.

Chmiel encouraged the committee to approve the plan which would relocate and install electrical utilities in the proposed EHDA phase I area to accommodate the EHDA plan and provide power for the balloon rally power for this year and into the future. Mielke asked what the cost of the additional electricity for just the balloon rally event would cost. Chmiel stated he did not know

that specific amount, but he thought that the unofficial quote that WPS officials gave could be less because gas might not have to be moved. Mielke asked Groat about funding sources. Groat's ideas include funding from room tax because the balloon rally is a Wausau event that brings people to the community. And, possibly the economic development fund could be used since the power would be used for the development of hangars. Ideally funding for this project would come from both sources.

Alfonso stated that this plan was not discussed with her before this meeting. She questioned whether BOA needed to approve the plan, and if it was OK with the BOA to install power for the balloon rally. Chmiel stated that if the electrical were installed in 2015, it would be a City of Wausau investment without FAA or State participation. Chmiel explained that he and Alfonso were unable to discuss the plan in complete detail when the agenda was put together because of how quickly the needs of the Kocourek hangar, EHDA plan, and the balloon rally's needs were coming to light. Mielke stated he did not have a problem with investing in the utility installation but was concerned about making the investment completely from room tax income but he was concerned that it might appear that compared to other events, the investment might appear to favor the balloon rally. Groat stated that the investment would favor the event because it was an investment in a fixed asset for the City.

Mohr stated that power is needed in the area. It is prudent to consider all the needs of that area if the power needs to be moved from one location and installed in a new location. Planning like this avoids relocation again in the future. Mielke asked Alfonso whether it is OK for the airport committee to make the decision. Alfonso stated that she did not feel comfortable giving her legal opinion based on the facts presented at the meeting. Alfonso questioned the motivation of the project whether it is to provide for the balloon rally or the EHDA. Chmiel stated it will satisfy both needs. Chmiel told the committee that even the investment would incurred by the City this year and would solve multiple needs, once hangars were constructed in the area, each hangar builder would be charged to hook up to the utilities. Once the area was fully developed, the cost to the City associated with installation would be completely reimbursed.

Mielke questioned whether the installation would be permanent. Chmiel indicated yes. Mielke asked Alfonso whether pursuing room tax money is OK. Alfonso stated that based on the facts presented at the meeting she did not feel she could give her legal opinion. Groat stated that this agenda item is on the agenda for consideration by the Finance committee at their next meeting. Groat was not sure the item needed to be approved by Airport prior to the Finance meeting. Alfonso questioned what airport needed to approve. Mielke and Groat agreed that airport committee support for the utility installation at the airport was the goal. Then Finance would be responsible for approving a budget modification to allow funding of the project. Mielke reiterate the need to be transparent when making the decision. Alfonso questioned whether the decision could be made before the 6-year/CIP budget is approved. Groat stated that financial decisions about the airport have been made in the past without 6-year plan approval. CIP/6-Year plan approval is only required if FAA/BOA financial participation is requested. Alfonso expressed concern about whether FAA grant assurances might be jeopardized. Alfonso stated that discussing the decision with the BOA would be prudent to make sure all the rules were followed. Groat/Chmiel agreed there would be plenty of time to confer with the BOA/FAA before breaking ground on the project.

Gehrt questioned whether the public is aware of the proposed EHDA. Chmiel stated that informing the public and the neighborhood will be part of the EHDA concept, but that part of the EHDA process has not begun. Other steps include finance committee approval, a public hearing, approval by planning, City Council and the BOA.

Alfonso questioned whether the utility investment should be made if the EHDA has not been approved. Prehn/Chmiel stated that Keith's hangar construction has already been approved. Chmiel stated the reason this has come together so quickly was the recent urgency to solve moving the utilities from the current Kocourek construction site so that the Kocourek hangar could begin construction this summer. The decision was made on Friday 04/03 that the City did not have all the funding required to be able to accommodate Kocourek hangar construction in 2015. Chmiel stated that he has spoken with Mr. Kocourek and explained why Kocourek hangar construction cannot take place until 2016.

Alfonso expressed concern about making an investment connected to the balloon rally and how that would be accepted by the BOA/FAA. Groat stated that the intention of the investment is to make permanent improvements to the airport which will have a lasting impact on future development of private hangars at the airport but the timing of the installation is that it will positively impact the electrical needs of the balloon rally. Groat explained that there is already electricity installed on the airport site that is solely used by the balloon rally. These proposed upgrades will eliminate those installations and will make all electrical access solely airport purposed. The new installation will be designed so that future hangars will have access to that utility.

Prehn/Mielke stated that balloon flying is an aeronautical activity. Alfonso questioned whether it was since we were required to fill out BOA paperwork requesting permission for the balloon rally. Chmiel stated that he had received a verbal OK from the BOA for the event and he expected a written approval in the near future. Groat explained that is why Chmiel had involved Becher Hoppe in the utility planning process to ensure that the utility plan was not only balloon rally related and airport/aeronautical concerns would be addressed.

Prehn questioned whether utilities should be installed in the proposed EHDA area since it has not been approved. Chmiel explained that the reason the Kocourek hangar, the EHDA, and the balloon rally utility are all related is because the current location serving the electrical needs of the airport is on the site which will be where the Kocourek hangar will be located. The Kocourek hangar cannot be built until the electrical is moved from this site. So a new site must be decided upon. Let's pick a site that is right the first time and will provide for the current and future needs of the airport are provided for.

Prehn made a motion to approve the moving of the electrical utility from the Kocourek hangar site, to a location that considers the need for a possible hangar expansion and for future balloon rally usage. Mielke second. Alfonso stated that the EHDA has not been approved by any City group or BOA. Mielke stated that the investment does make fiscal sense since it will save money in the long run. Prehn questioned if the City needs BOA permission to run power someplace on the airport. Chmiel stated that the BOA should be consulted, but ultimately the

property owner makes the decision about how the land is modified.

Steve Opatik from Becher Hoppe explained that he was invited by Chmiel to meet with City and WPS officials to explain the proposed hangar development area plan and help coordinate any utility changes to the property. Becher Hoppe is in the preliminary stages of the plan. It was decided at that meeting that utilities running along the fence perimeter fence line in the phase I area would meet the needs of future development without interfering with the current preliminary EHDA plan. Chmiel reiterated that the EHDA is not a new concept and reminded the airport committee that they authorized funding for the design of the EHDA through the BOA. The BOA authorized Becher Hoppe to move ahead with the EHDA. Opatik also stated that the current airport layout plan (approved by the FAA) shows future hangar development in the currently being considered by Becher Hoppe as the EHDA. The BOA and FAA have always known that the area would be reserved for future hangar development. The airport layout plan is planning level design. The EHDA is pursuit a higher level plan.

No further discussion. Motion approved 6-0.

Discussion and Possible Action Modification of Airport Minimum Standards to Allow Aspirus/PHI Helicopter Air Ambulance Operations – Chmiel

Chmiel explained to the committee that it was pointed out at the last airport committee meeting that the Aspirus/PHI Helicopter Air Ambulance operation is not specifically addressed under the current airport minimum standards ordinance and that they do not have an agreement with the City to perform these services from the airport. Chmiel explained that these are FAA requirements covered under the grant assurances required for FAA funding of airport projects. In addition a fee for these services would have to be set for allowing this type of commercial operation to take place from the Wausau Downtown Airport. Chmiel recommended that the fee that the committee ultimately decided upon would not have to be in addition to the rent that the air ambulance operation currently pays. The fee could be a percentage of the rent currently paid to the City for office and hangar space. Chmiel stated that this would be on a future airport committee agenda for approval once the City Attorney and airport manager had time to investigate which standards should be addressed, modified and/or added to the existing minimum standards ordinance for this particular type of operation. No further discussion or action taken.

Discussion and Possible Action on Airport Management/FBO Contract Regarding Contract Modification of Extension and CPI Escalation Provision – Chmiel/Groat

Chmiel stated to the committee that this item will be on the next airport committee agenda and that the airport committee be allowed to go into closed session to discuss it. Per the agreement between the City of Wausau and Wausau Flying Service, Inc., every five years the terms of the airport management agreement and the FBO agreement are considered. Now is the time to consider those terms. Chmiel stated that he believed there are 10 years left on the contracts. Chmiel stated that Wausau Flying Service, Inc. is happy with the current agreements and he

hoped that City officials feel the same way.

Chmiel stated that there would be only on two requests for changes in the contracts with the City. One change would be to extend the contracts to 20-25 years. This would allow Chmiel to finish his career managing the Wausau Downtown Airport. At the age of 50 this would allow him to work in this capacity until he was 75 and currently he has no plans to retire at 65.

Change #2 would be to add an annual modifier of consumer price index increase to the airport management fee paid to Wausau Flying Service, Inc. by the City.

Groat stated that Wausau Flying Service, Inc. has not had a airport management fee increase since 2012. Chmiel stated that he loves his job and he wants to keep it that way. Groat explained that because Wausau Flying Service, Inc. is a corporation that there is continuity built into the agreement. Chmiel stated that he and his wife planned to own Wausau Flying Service in the future and planned to create a situation that would allow the corporation to continue after their departure. No further discussion or action.

Discussion and Possible Action Regarding Alexander Park Proposed Improvements by the Southeast Side Neighborhood Group

Chmiel explained that the Southeast Side Neighborhood Group is a group of residents from the neighborhood around the airport. The group is passionate about their neighborhood, the parks in the neighborhood and especially Airport Park. Airport Park is the located at the southeast corner of Pied Piper and Lakeview Drive on airport property outside the fence. The neighborhood group is interested in preserving the park and making improvements to the park which include giving it an aviation themed motif. The group has initiated meetings with their alderman Bill Nagle, community development, and airport management to see if there is interest in their idea and how to go about creating a plan of action. They have investigated several funding sources to pay for park modifications. They have approached Becher Hoppe to assist with the park design.

The ideas discussed for an aviation theme include pathways in the park laid out as runways/taxiways with painted markings like real runways/taxiways. Solar lights alongside the “runways” could simulate runway lighting. The boards currently being used for tennis practice could be painted with an aviation themed mural. The mural could be chosen through a contest asking for local artists to create an aviation mural for the park. Playground equipment could include a “control tower” type structure and “airplanes”.

Prehn confirmed which park location we were describing. Chmiel confirmed it was the park on the corner of Lakeview Drive and Pied Piper. Gehrt questioned whether the park modification plans will remain compatible with the East Hangar Development Area concept. Chmiel stated that it would because the hangar development plan does not interfere with airport property currently used as parks. Chmiel explained that he like the idea of an aviation themed park because it would attract youth to the area that someday will become interested in learning about aviation at the Wausau Downtown Airport.

Airport Manager's Report – Chmiel

Chmiel explained the Airport Manager's Report for April 2015; and the report was placed on file. All areas have experienced growth. Wausau Flying Service, Inc. interviewed a pilot last week so that equates to the company hiring 3 new additional employees in the last 12 months. Good weather has had a positive impact on the growth in activity this spring, just as poor weather had a negative impact on growth last spring.

Abitz questioned how plans for Hamburger Night are going. Chmiel stated that Hamburger Night takes place in our region on Wednesday nights in June through August. The event is growing in other areas of the state as well. Abitz stated that it may be something that should be promoted through the City's quarterly newsletter. Chmiel stated that although the public is welcome to attend, the event was not designed to be open to the general public. Some airports do make it a public event to promote the airport, but Wausau's organizers goal was to encourage local pilots to fly, meet other pilots and explore different airports. The food provided on hamburger night is prepared by volunteers and Chmiel was concerned that if a public invitation was made it could overwhelm the food volunteers. Chmiel stated that the local goal was to create a "quality" experience rather than a "quantity" experience. This way local aviation enthusiasts could personalize the airport experience for their friends, family members, or neighbors through personal tours and flights. Abitz stated that it could be a great aviation and airport promotion tool.

Chmiel stated that an aviation activity that would be ideal for City newsletter promotion would be the AirVenture Cup Race. The AirVenture Cup Race is perfect activity to invite the public to. Chmiel stated that he was concerned the military operations south of Wausau may interfere with the Cup using Wausau as the finish line this year. Event organizers are currently negotiating with military officials to provide a corridor for the race. If that happens Chmiel stated he would pursue promotion in the newsletter.

Gehrt recommended to Chmiel to consider promoting flying through local high school science programs and coordinating with the science teachers to promote aviation to youth. Activities could include introductory flight lessons. Chmiel stated it may be a promotion that WFS would attempt in the fall. Chmiel concluded by saying that he anticipated that 2015 would be one of the best years for flight instruction and rental the WFS has seen in 10 years.

Mielke moved to adjourn the meeting, second by Gehrt. Motion carried unanimously and meeting adjourned at 7:20 p.m.

Respectfully Submitted by John P. Chmiel, Airport Manager