

Rock County, Wisconsin



Airport Board Meeting - Minutes
Monday, November 18, 2019 at 8:00 a.m.
Southern Wisconsin Regional Airport Terminal Conference Room
1716 W. Airport Rd.
Janesville, WI 53546

Call to Order. Chair Fox called the meeting of the Airport Board to order at 8:00 a.m.

Airport Board Members Present. Supervisor Fox, Mr. Eric Baker, Mr. Larry Barton, Mr. Dick Cope, Mr. Joe Quint, and Mrs. Katie Reese.

Members Absent. Supervisors Mawhinney and Richard and Mr. Johnson.

Staff Members:

Greg Cullen	Airport Director
Cynthia Hevel	Airport Specialist
Terri Carlson	Rock County Risk Manager
Jodie Surber	Rock County Analyst

Others Present:

Mark Graczykowski	Wisconsin Bureau of Aeronautics
Coral Swanson	League of Women Voters
Rick Leyes	T-hangar Tenant
Dave Haas	Jetson Aviation
Josh Gowey	Interested Citizen
Jim Freeman	Helicopter Specialties
Jim Dillavou	SC Aviation
Bonnie Cooksey	Janesville Jet Center
Terry Donovan	Mead & Hunt
Everett Reese	Elevation Air
William Gempeler	Interested Citizen

Adoption of Agenda. Mrs. Reese and Mr. Barton moved the Agenda. MOTION CARRIED.

Approval of Minutes of October 21, 2019. Supervisor Fox and Mr. Cope moved the minutes as written. MOTION CARRIED on the following vote. AYES- 5, Supervisor Fox, Board Members Baker, Cope, Quint, and Reese. NOES – 0, ABSTAIN – 1, Mr. Barton.

Citizen Participation, Communications, Announcements, and Information. None.

Consent Calendar

Transfers. None

Review of Payments. The review for October was completed.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Updates, Discussion and Possible Action

Discussion/Possible Action – Approve Lease with Ataraxis Holdings, LLC. Supervisor Fox moved the Lease and Mr. Quint seconded it. Mr. Cullen explained that items 6 a. and 6 b. are basically the same. These Items are Leases for new tenants that intend to build hangars in the spring. Both hangars will be north of the Prent hangar. MOTION CARRIED

Discussion/Possible Action – Approve Lease with Fox, LLC. Mr. Quint and Supervisor Fox moved to approve the Lease. MOTION CARRIED.

Discussion – Lease and T-hangar Rates for 2020. Mr. Cullen explained that the purpose for today's Agenda item is for discussion only. Rates will be set at the meeting in December. Mr. Cullen referred to the handouts in the Agenda and explained that the CPI data in September was for 1.7% and this was the data used in the handouts. During the budget process Mr. Cullen requested an estimated 1% increase in rates towards the airport's revenue for 2020 and this was recommended and approved. The airport has historically used the October data for its request but that data will not be released until later today or tomorrow. Supervisor Fox asked the Board if they had any questions and Mr. Baker asked about t-hangar occupancy. Mr. Cullen stated that we now have 11 tenants out of 20 with another possibility this week so occupancy is increasing.

Mr. Leyes wanted to state that he objects to any increase in rates. He feels it is wrong to tie increases to the rate of inflation. Many t-hangar tenants are just flying for recreational purposes and some are retired. He feels that while commercial tenants can pass increases onto their customers, the t-hangar tenants cannot do that. Supervisor Barton asked Mr. Leyes how he would like to see increases handled and Mr. Leyes responded that he would like increases to be tied to the airport's deficit. Mr. Barton stated that he doesn't disagree with Mr. Leyes in regards to the increases, but he would like Mr. Leyes to bring back something in writing to the Committee on how they could handle it differently.

Supervisor Fox stated that the airport needs to be competitive with other airports in our area. Mr. Gowey asked if a study had ever been done and Mr. Cullen told him that when the Ad Hoc Committee was studying the airport there was a pretty extensive look taken at where we are for rates, and we are pretty much in the middle for rates in comparison to other similar airports.

Discussion – Expiring terms of Board Members Barton and Johnson. Mr. Cullen stated that two of our Airport Board members have terms expiring on December 31, 2019. These terms can be renewed for three years. Supervisor Fox made a motion to approve new 3 year terms for Mr. Barton and Mr. Johnson. Mrs. Reese Seconded it. MOTION CARRIED.

Mr. Gowey asked if there is a chance for anyone else to serve on the Airport Board. Supervisor Fox stated unless one of the currently nominated members declined that there is not at this time. He mentioned that Mr. Gowey could speak with him on the process required to be on the board after the meeting.

Director's Updates. Mr. Cullen updated the Board on some activities that are taking place on the airport right now including:

- Part 139 Inspection on November 21 & 22.
- Completion of the South East Ramp Reconstruction Project – Painting to take place in the spring. The project came in under budget and the savings will be passed on to the tenants. Invoices will go out soon.
- Another potential new hangar in the area over by Janesville Jet Center that would be built in the spring.
- The first meeting of the Airport Governance Committee on November 15, 2019. Minutes will be created and available soon. The next meeting will be on December 6, 2019 and recommendations will be made to the Board sometime after that.
- Shine has received FAA Approval to construct two temporary cranes in order to build their new facility. One crane is 196' and the other is 124' above ground level and will be in place for about a year.

Supervisor Fox asked if Mr. Cullen would be willing to explain the snow removal priorities to the audience and Board. Mr. Cullen explained that snow removal is broken down into three priorities.

- Priority 1 – Active runway and associated taxiway, Oakhill Ave. for emergency response vehicles, the FBO's ramp, Airport Rd. and the terminal parking lot.
- Priority 2 – Secondary runway and taxiway and aviation businesses' ramps.
- Priority 3 – Runway 18/36, service roads, and T-hangars.

Supervisor Fox asked if someone can get plowed if they call and ask. Mr. Cullen replied that if someone notifies us that they are going out, we do our best to make sure they have a path.

Guest Speaker on State Airport Funding – Mark Graczykowski, Wisconsin Bureau of Aeronautics.

Mr. Graczykowski introduced himself, he is an Airport Development Engineer assigned to Southern Wisconsin Regional Airport. Mr. Graczykowski presented a slide show to explain the process an airport must go through in order to obtain state and federal funding for airport projects.

First an airport must create a Petition for airport improvement. This is done at the county level and requires a Public Hearing and Resolution approved by the full county board. Once that has been approved, it is sent to the state for review. The State then determines eligibility and State or Federal funding. If the projects in the petition are deemed eligible they can be put in the "que" for future work on the airport.

Projects are funded in one of four ways.

1. Federal aid which is funded 90% federal, 5% state and 5% local
2. State aid which is funded 80% state and 20% local
3. Land Loan Program – used only to purchase land
4. Sponsor only which is 100% local

Mr. Graczykowski explained different funding sources: AIP funding, state aid and land loans. A brief discussion on how to obtain more federal funding took place, this would require scheduled commercial service.

Mr. Graczykowski went over a list of fundable project types that include: Pavement rehab, construction or expansion, safety items, building work, vehicles, land acquisition and others. He also explained some factors on how projects are chosen and how to create a productive project cycle.

Mr. Graczykowski also explained that sometimes projects that are not eligible for AIP funding can be completed during of an AIP project, but the funding must be 50% state and 50% local as the state share cannot exceed the county's share in an AIP project.

Mr. Barton asked Mr. Graczykowski if he is in charge of Southern Wisconsin Regional Airport and Mr. Graczykowski responded that he is, but he is responsible for 10 different airports in the State of Wisconsin.

Mr. Cullen asked Mr. Graczykowski to explain how careful you have to be when wording petitions for AIP money. Mr. Graczykowski explained that there is a difference between a rehabilitation and a reconstruction. For instance when an airport requests a runway be re-constructed, the FAA takes a much harder look at justifying the runway as to its need, its length and width versus how they look at a rehabilitation. If you really just want a rehabilitation and ask for a reconstruction, if you can't justify the reconstruction, you could find yourself in a position of having to remove the runway.

Committee Requests and Motions. None

Next Meeting Date. The next meeting of the Airport Board will be on Monday, December 16, 2019, at 8:00 a.m.

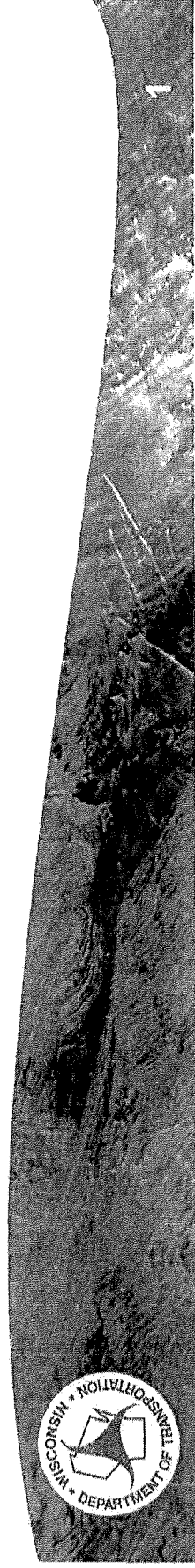
Adjournment. Mr. Cope and Supervisor Fox moved to adjourn at 8:46 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel
Airport Specialist

Airport Project Initiation and Funding

Southern Wisconsin Regional Airport Board
Mark Graczykowski, P.E.



Discussion Topics

- ▶ How to Initiation a Project with WBOA
- ▶ Source of Funding
- ▶ Federal Aid (AIP)
- ▶ State Aid (SAP)
- ▶ Project Development Cycle



Project Initiation

- ▶ Airport Sponsor Petitions for Aid
 - Formal Process including Public Hearing and Resolution by the Rock County Board (as owner)
- ▶ WBOA Reviews Petition and Deems Eligibility
 - Eligibility Statement Created and Reviewed
 - Determines Eligibility for Federal and State Aid
- ▶ Consultant Selection, Project Finding and the start of planning and/or design



JVL's Current Petition

► From December 13, 2016

A. Petition

The sponsor of the proposed project, Rock County, petitioned the Secretary of Transportation, under Wis. Stats. §114.33(2) (1971) for Federal and State Aid to improve the Southern Wisconsin Regional Airport. The improvement(s) desired were requested in a petition dated December 13, 2016. The requested improvement(s) are:

1. Expand/improve/rehabilitate snow removal equipment building, including wash bay
2. Reconstruct south end of Runway 18/36 and groove per RSAT
3. Reconstruct Runway 04/22
4. Construct east side hangar development
5. Security improvements, including gates, card reader and lighting
6. And any other necessary related work.



Eligibility Statement

WISCONSIN DEPARTMENT OF TRANSPORTATION
DIVISION OF TRANSPORTATION INVESTMENT MANAGEMENT
BUREAU OF AERONAUTICS

Eligibility statement

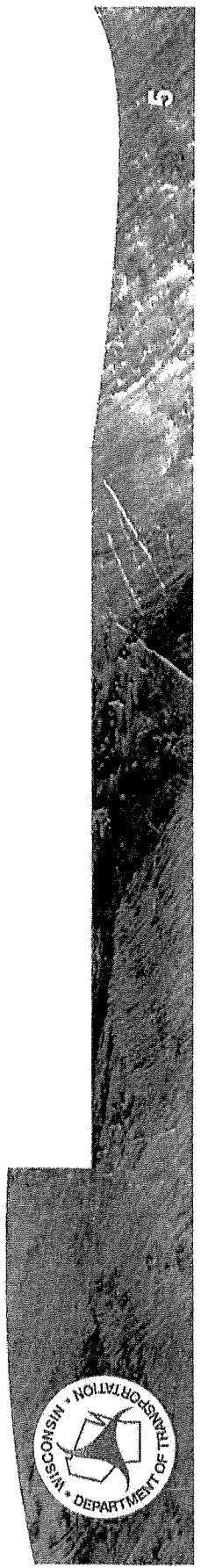
for

Petition dated December 15, 2016

Submitted by:

Rock County

Southern Wisconsin Regional



Eligibility Statement Review

▶ Assessment of Petitioned Items

3. **Reconstruct Runway 04/22:** Runway 04/22 was originally built in 1943, extended in 1969 and overlaid in 1975. Crack sealing and a seal coat were completed over the years. The current (2018) PCI for Runway 04/22 varies from 64 to 67, and is projected to decrease to 52 to 55 by 2023. The Wisconsin State Airport System Plan states that the minimum PCI threshold for reconstruction is below 70 for all types of general aviation airports. While the pavements are visually in good condition, they will continue to deteriorate due to their age.

▶ Eligibility Review

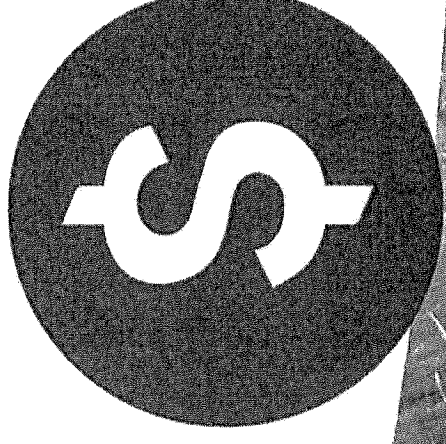
3. Reconstruct Runway 04/22

The committee finds that the reconstruction of Runway 04/22 to be eligible for Federal and/or State Funds, within the guidelines of AC 150/5300-13A, and when PCI and an engineering assessment of the pavement condition warrant.



Sources of Funding

- ▶ Federal Aid (AIP: Airport Improvement Program)
 - Funding Split is 90% Federal, 5% State, 5% Local
- ▶ State Aid
 - Funding Split is 80% State and 20% Local or
 - 50% State and 50% Local (SAP work in an AIP project)
- ▶ State Land Loan Program
- ▶ Sponsor Only



Federal Funding

- ▶ Sources of AIP Funding
 - Non-Primary Entitlement
 - JVL receives \$150,000 Annually
 - Apportionment
 - Additional AIP for State to distribute
 - Discretionary
 - Funding mechanism for large AIP projects
 - Supplemental



State Aid

- ▶ 80% State, 20% Local on most projects
- ▶ 50/50 for AIP ineligible work in an AIP Project
- ▶ Federal Match (5% of AIP Projects) is the priority
- ▶ Available State Funds vary year to year based on Federal Match



Land Loan

- ▶ Buy land now while waiting for AIP reimbursement
- ▶ 20% down payment
- ▶ 4% interest
- ▶ For land, planning, EA



Fundable Project Types

- ▶ Pavement rehab
- ▶ Pavement construction/expansion
- ▶ Safety (approach clearing, pavement alignment)
- ▶ Buildings (terminals, hangars, SRE, fire)
- ▶ Vehicles (snow removal, mowing, fire protection)
- ▶ Land Acquisition
- ▶ Fueling, Fencing, AWOS, Security, Nav aids, Noise
- ▶ Planning/Environmental/Design



Choosing Projects

- ▶ State Airport System Plan
- ▶ Pavement Condition survey & reports
- ▶ Federal & State Priority Ratings
- ▶ FAA initiatives
- ▶ Airport Owner's needs
- ▶ Business interests
- ▶ Elected officials' interest



Creating a Productive Project Cycle

Plan Ahead!

- Well thought out and consistent CIP is key
- Planning, Environmental Docs and Construction Plans in advance



Image from flaticon.com

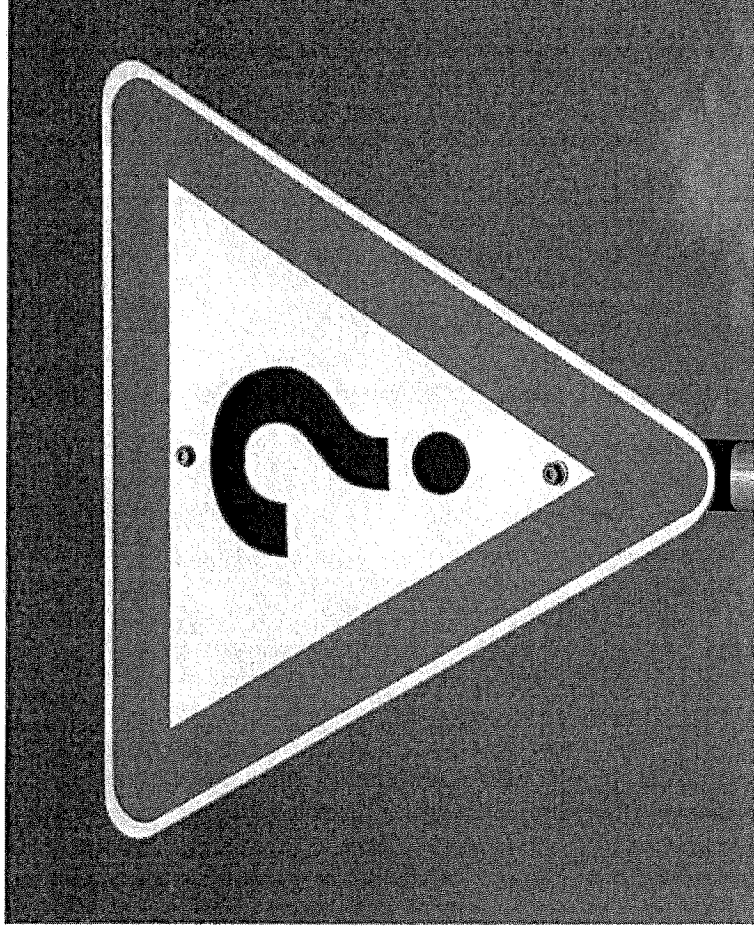


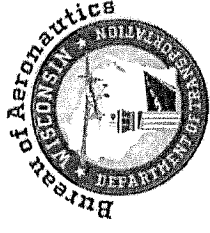
End Result of the Process...

- ▶ “A Usable Unit for Work”
 - FAA term for the finished product of a successful project
 - Planning: Master Plan, ALP, etc.
 - Construction: new, reconstructed or rehabbed pavement, NAVAID, tree clearing, building, equipment
 - Land: new acquisition or easement



Questions?





Contact Information

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