

County of Rock  
Public Works Department  
Highways  
Parks  
Airport



3715 Newville Road  
Janesville, WI 53545  
Telephone: 608-757-5450  
Fax: 608-757-5470  
[www.co.rock.wi.us](http://www.co.rock.wi.us)

## PLEASE NOTE LOCATION

### AGENDA

Public Works Committee Meeting  
December 13, 2016 – 8:00 a.m.

Southern Wisconsin Regional Airport – Voyager Room  
1716 W. Airport Rd.  
Janesville, WI 53546

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of October 25, 2016 (Airport) and November 8, 2016 (Parks)
4. Citizen Participation, Communications, and Announcements
5. **PARKS BUSINESS**

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  - a. Approve Gibbs Lake House Lease
  - b. Discussion and Possible Action on Riverside Transmission Line Project
  - c. Discussion on Umbrella Friends Group (Friends of Rock County Parks)
  - d. Parks Director Report See Attached
  - e. Set Next Meeting Date
6. **AIRPORT BUSINESS**

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  - a. Public Hearing on Airport Improvements (8:35 a.m.)
  - b. Consider/Approve Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid
  - c. Consider/Approve Resolution Agency Agreement and Federal block Grant Owner Assurances
  - d. Set 2017 Rates for Leases and T-Hangar Storage Agreements
  - e. Discuss/Approve Letter of Agreement Requirements for Operating in the Runway Safety Areas (RSAs)
  - f. Discuss/Approve Letter of Agreement Control of Vehicular Traffic
  - g. Consider Request from EAA Chapter 93 to Reduce Invoice Resulting from Heavy Bomber's Weekend in July 2016

- h. Accounts Receivables
- i. Set Next Meeting Date

7. **HIGHWAY BUSINESS**

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- a. Follow-up Discussion and Possible Action on Recommendations of Matrix Consulting Group-Public Works, Highway Division Study-
  - 1. (#6) Adopt a 9-year replacement cycle for single-axle dump trucks
  - 2. (#13) Work with CCG Systems to implement a bar code reader system for parts charging
  - 3. (#18) Develop a manual of billing policies and procedures
- b. Set Next Meeting Date
- c. Adjournment

**Rock County Department of Public Works  
Division of Highways – Issue Paper**

ISSUE - Gibbs Lake House Lease for 2017

DISCUSSION - The Gibbs Lake House Lease is again up for renewal for 2017. Given the current monthly rate of \$785.00 and current URI (Urban rate of inflation) 1.6% , I would recommend an increase of \$13.00 per month. This increase is consistent with the rates being proposed by the airport.

RECOMMENDATION – Approval of 1.6 percent increase to \$798.00 per month.

Respectfully submitted by,

A handwritten signature in black ink that reads "Lori Williams". The signature is written in a cursive, flowing style.

Lori A Williams  
Parks Director

Media Line: (877) 506-6117 — [info@atcllc.com](mailto:info@atcllc.com)

## **ATC to host open house for Riverside Transmission Line Project**

Posted on October 26th, 2016

*Proposed line would connect expanded Riverside Energy Center to electric grid*

Madison, Wis. – American Transmission Co. is beginning public outreach for the proposed 345,000-volt Riverside Transmission Line Project with the first in a series of informational open houses for residents and other stakeholders in the area. Project plans include an approximately 4.5- to 6-mile, double-circuit transmission line from a planned new substation near the Alliant Energy Riverside Energy Center in the Town of Beloit to an existing 345-kV transmission line in the Town of Beloit or Town of Rock.

The project is needed to connect the expanded Riverside Energy Center to the electric transmission grid. The expanded Riverside Energy Center will include a natural gas-fueled generating station with an integrated solar installation.

“We have identified a number of preliminary corridors for the project,” said Charles Gonzales, ATC senior local relations representative. “This open house will provide property owners, local officials and other stakeholders in the area an opportunity to review project maps, ask questions and provide input on the project.”

The open house date, time and location are listed below. Members of the project team will be on hand to answer questions and share information. There will not be a formal presentation.

**Tuesday, Nov. 15, 4 to 7 p.m.**

**Boundaries Bar & Grill, Birch Room Banquet Hall, 3807 S. Riverside Drive, Beloit**

Following the open house, public input will be used to narrow the preliminary corridors to proposed routes, which will be presented at an open house in spring 2017. A formal application to the Public Service Commission of Wisconsin will be filed in 2017 for authorization to construct the line. If the project is approved by the PSC, construction is expected to begin in 2018 to meet an in-service date of 2019.

A [project map](#) and up-to-date information are available at [www.atc-projects.com](http://www.atc-projects.com).





# EASEMENT EXHIBIT OF

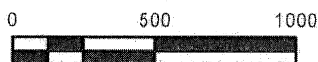
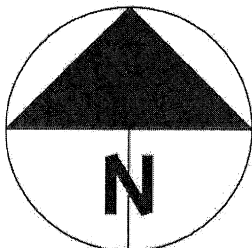
PARTS OF THE WESTERLY HALVES OF SECTIONS 2 AND 11,  
T. 1 N., R. 12 E. OF THE FOURTH P.M., TOWN OF BELOIT,  
ROCK COUNTY WISCONSIN

PARTS OF THE WESTERLY HALVES OF SECTIONS 2 AND  
11, T. 1 N., R. 12 E. OF THE FOURTH P.M., TOWN OF  
BELOIT, ROCK COUNTY WISCONSIN

Commencing at the West-quarter corner of Section 2  
aforesaid;  
thence North  $01^{\circ}23'01''$  East 1114.80 feet;  
thence South  $88^{\circ}36'59''$  East 40.00 feet to the Point of  
Beginning for the CENTERLINE of a 30 foot easement,  
(15 foot either side), described herein;  
thence South  $88^{\circ}36'59''$  East a distance of 5.42 feet;  
thence South  $09^{\circ}33'07''$  East a distance of 663.12 feet;  
thence South  $07^{\circ}59'04''$  East a distance of 432.13 feet;  
thence South  $34^{\circ}00'09''$  East a distance of 70.08 feet;  
thence South  $75^{\circ}10'25''$  East a distance of 60.60 feet;  
thence North  $86^{\circ}12'32''$  East a distance of 143.32 feet;  
thence South  $66^{\circ}15'51''$  East a distance of 66.35 feet;  
thence South  $83^{\circ}48'02''$  East a distance of 98.92 feet;  
thence South  $55^{\circ}09'52''$  East a distance of 96.13 feet;  
thence South  $36^{\circ}20'09''$  East a distance of 179.23 feet;  
thence South  $58^{\circ}43'51''$  East a distance of 68.56 feet;  
thence South  $85^{\circ}47'41''$  East a distance of 150.38 feet;  
thence South  $67^{\circ}46'13''$  East a distance of 137.00 feet;  
thence North  $84^{\circ}01'32''$  East a distance of 95.35 feet;  
thence South  $74^{\circ}36'16''$  East a distance of 78.92 feet;  
thence North  $80^{\circ}32'16''$  East a distance of 67.08 feet;  
thence South  $86^{\circ}03'51''$  East a distance of 65.96 feet;  
thence North  $23^{\circ}51'44''$  East a distance of 130.03 feet;  
thence North  $46^{\circ}45'52''$  East a distance of 104.97 feet;  
thence South  $64^{\circ}06'07''$  East a distance of 120.20 feet;  
thence South  $86^{\circ}04'54''$  East a distance of 50.43 feet;  
thence South  $59^{\circ}22'53''$  East a distance of 39.24 feet;  
thence North  $90^{\circ}00'00''$  East a distance of 22.05 feet;  
thence North  $57^{\circ}05'41''$  East a distance of 195.37 feet;  
thence South  $84^{\circ}52'29''$  East a distance of 57.52 feet;  
thence South  $51^{\circ}54'40''$  East a distance of 42.19 feet;  
thence South  $00^{\circ}56'56''$  West a distance of 480.85 feet;  
thence with a curve turning to the right with an arc  
length of 327.82 feet, with a radius of 897.62 feet, with  
a chord bearing of South  $11^{\circ}24'41''$  West, with a chord  
length of 326.00 feet;  
thence South  $21^{\circ}52'26''$  West a distance of 2884.11  
feet;  
thence with a curve turning to the right with an arc  
length of 229.17 feet, with a radius of 361.84 feet, with  
a chord bearing of South  $40^{\circ}01'06''$  West, with a chord  
length of 225.35 feet;  
thence South  $58^{\circ}09'44''$  West a distance of 14.91 feet  
to the the Point of Terminus.

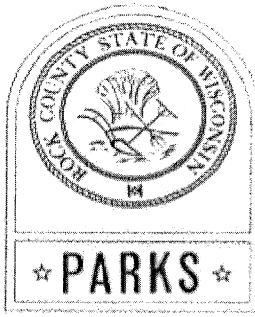
**NOTE:**

THIS MAP DOES NOT CONSTITUTE  
A BOUNDARY SURVEY.



**ROCK COUNTY SURVEYORS OFFICE**

COURTHOUSE BUILDING - 51 S. MAIN STREET  
JANESVILLE, WI. 53545  
PH. 608-757-5658



## **Parks Director Report**

**December 6, 2016**

### **Projects in planning and or process**

#### **Carver Roehl Park**

Fanning construction scheduled for demolition of bathroom.

Vault Toilet ordered and in production.

Erosion Control Project in progress.

Candle light hike planned for December 16, 2016

#### **Gibbs Lake Park**

Well pump repair complete.

#### **Indianford Park**

Well back on line.

#### **Lee Park**

Timber Sale contract signatures completed with work to be done this winter.

\$1,000 payment on timber sale received.

### **Magnolia Bluff**

Signs for trail system project to being installed on 12/7/2016. This is a Joint project with staff and volunteers.

### **Sweet Allyn**

Ballfield fence installation completed field work in progress by volunteers and contractor.

### **Turtle Creek Parkway**

Working on canoe launch options and specifications.

Working with contractors on estimates for reworking old water line.

Contacting contractors to get estimates for Kitchen cabinet re-facing and countertop replacement – Waiting for responses.

### **Welty Center (former)**

Welty Center House demolition complete and finish work to be completed.

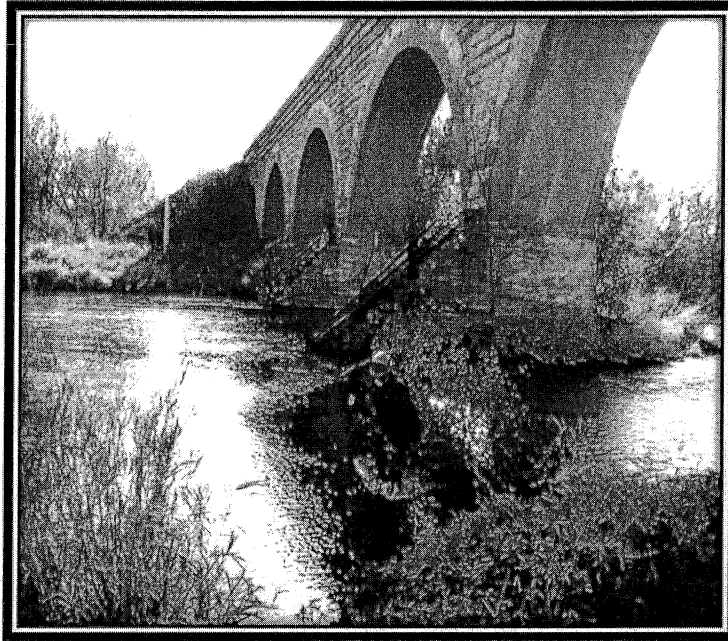
### **Miscellaneous**

Tentative Trails Grant Award for Beloit to Janesville Trail.

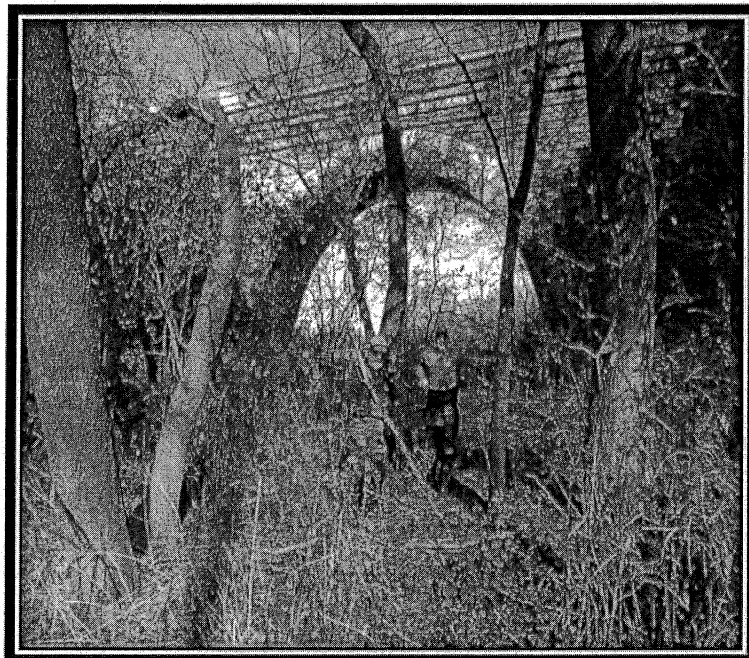
Snowmobile grant reimbursement completed.

Attended ATC open house about proposed project.

Friends of Rock County Parks meeting scheduled for January 18, 2017 at 6:00 p.m. at Turtle Creek Parkway.

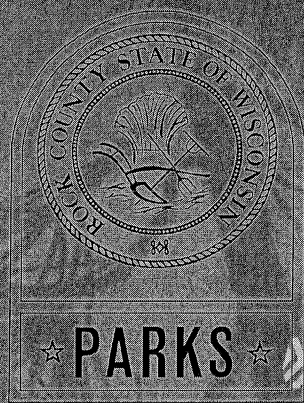


5 Arch Bridge Clean Up Day with Volunteers



5 Arch Bridge on Delong side

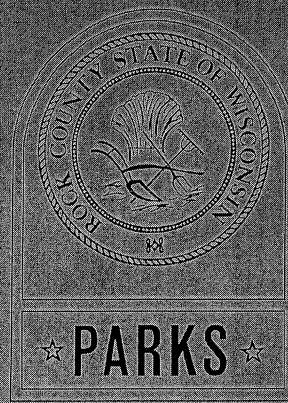




**Carver Roehl County Park**  
**Friday, December 16, 2016**

**5:30pm - 8:30pm**

(Back-up date: Saturday, February 11, 2017)



# **CANDLELIGHT SNOWSHOE & HIKE**

**The 15th Annual Candlelight snowshoe/hike hosted by the Rock County Parks Advisory Committee is a fundraiser benefiting the Rock County Parks Green Fund. Hundreds of candles will illuminate the trails for a beautiful night hike through the woods! Food and refreshments will be available, and donations are greatly appreciated.**

**A limited amount of adult and children size snowshoes will be available on a first-come, first-serve basis!**

This fundraiser benefits the Rock County Parks Green Fund. The Green Fund was created in 2001 to raise funds for the Rock County Park System for long-range park planning, park land acquisition, and to support projects that go above and beyond the county parks budget.

***Creating Community, through People, Parks, & Programs***

**Carver Roehl County Park: 4907 S. Carvers Rock Rd. Clinton, WI 53525**

This event will take place regardless of snow conditions, but may be cancelled due to high wind speeds and inclement weather.

More information can be found at [www.co.rock.wi.us/parks](http://www.co.rock.wi.us/parks) For further information, please contact the Rock County Parks Division at (608) 757-5473 - weekdays between 7:00 a.m. - 4:00 p.m.

State of Wisconsin  
DEPARTMENT OF NATURAL RESOURCES  
3911 Fish Hatchery Road  
Fitchburg WI 53711-5397

Scott Walker, Governor  
Cathy Stepp, Secretary  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



November 11, 2016

Lori Williams  
Rock County Parks  
3715 Newville Rd  
Janesville, WI 53545

Dear Ms. Williams:

This will advise you that our 2016(FY 17 Funding) project rankings and recommendations for outdoor recreation grant assistance funding for **State Stewardship and Federal Land & Water Conservation (LWCF)** programs have now been completed. Regrettably, based on final scoring results and a large request for funding, we will be unable to offer any grant assistance for the County project:

- **Beloit-Janesville Connector**

Applications received as of May 1, 2016 began a very competitive grant cycle; 71 project applications were received statewide requesting over \$14 million in matching assistance for public outdoor recreation projects.

I look forward to working with the County on the \$45,000 Recreational Trails Program grant for this project which was tentatively awarded in September. Project confirmation with Federal Highways and other reviews are underway. Please contact me with any questions you may have or to discuss this or future project(s) at (608) 275-3218 or email me at [Cheryl.Housley@Wisconsin.gov](mailto:Cheryl.Housley@Wisconsin.gov).

Sincerely,

Cheryl Housley  
Community Services Specialist  
South Central Region

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY

Public Works Committee  
SUBMITTED BY



Ronald D. Burdick, Airport Director  
DRAFTED BY

November 15, 2016  
DATE DRAFTED

### PETITIONING THE SECRETARY OF TRANSPORTATION FOR AIRPORT IMPROVEMENT AID

1     **WHEREAS**, the County Board of Supervisors, Rock County, Wisconsin hereinafter referred to  
2     as the Sponsor, being a municipal Body Corporate of the State of Wisconsin, is authorized by law  
3     (sec. 114.11, Wis. Stats.) to acquire, establish, construct, own, control, lease, equip, improve,  
4     maintain, and operate an airport, and  
5

6     **WHEREAS**, the Sponsor desires to develop or improve the Southern Wisconsin Regional  
7     Airport, Rock County, Wisconsin,  
8

9                                   **"PETITION FOR AIRPORT PROJECT"**

10  
11     **WHEREAS**, airport users have been consulted in formulation of the improvements included in  
12     this Resolution, and  
13

14     **WHEREAS**, a public hearing was held prior to the adoption of this petition in accordance with  
15     Chapter §114.33(2) as amended, and a transcript of the hearing is transmitted with this petition,  
16     and  
17

18     **NOW, THEREFORE, BE IT RESOLVED**, by the Sponsor that a petition for federal and (or)  
19     state aid in the following form is hereby approved:  
20

21             The petitioner, desiring to sponsor an airport development project with federal and state aid or  
22             state aid only, in accordance with the applicable state and federal laws, respectfully represents  
23             and states:  
24

25             1. That the airport, which it is desired to develop, should generally conform to the  
26             requirements for a General Aviation type airport as defined by the Federal Aviation  
27             Administration.  
28

29             2. The character, extent, and kind of improvements desired under the project are as follows:  
30

31                     Expand/improve/rehabilitate snow removal equipment building, including wash bay;  
32                     reconstruct south end of Runway 18/36 and groove per RSAT; reconstruct Runway 04/22;  
33                     construct east side hangar development; security improvements, including gates, card  
34                     reader and lighting; and any necessary related work.  
35

36             3. That the airport project, which your petitioner desires to sponsor, is necessary for the  
37             following reasons: to meet the existing and future needs of the airport.  
38

39     **WHEREAS**, it is recognized that the improvements petitioned for as listed will be funded individually  
40     or collectively as funds are available, with specific project costs to be approved as work is authorized,  
41     the proportionate cost of the airport development projects described above which are to be paid by the  
42     Sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter



PETITIONING THE SECRETARY OF TRANSPORTATION FOR AIRPORT IMPROVEMENT  
AID

referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the Sponsor by the Secretary; the Sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the Sponsor does not provide the same; in the event the sponsor unilaterally terminates the project, all reasonable federal and state expenditures related to the project shall be paid by the sponsor; and

**WHEREAS**, the Sponsor is required by law Wis. Stat. §114.32(5) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the Federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

**"DESIGNATION OF SECRETARY OF TRANSPORTATION AS SPONSOR'S AGENT"**

**NOW, THEREFORE, BE IT RESOLVED**, by the Sponsor that the Secretary is hereby designated as its agent and is requested to agree to act as such in matters relating to the airport development project described above, and is hereby authorized as its agent to make all arrangements for the development and final acceptance of the completed project whether by contract, agreement, force account or otherwise; and particularly, to accept, receive, receipt for and disburse federal monies or other monies, either public or private, for the acquisition, construction, improvement, maintenance and operation of the airport; and, to acquire property or interest in property by purchase, gift, lease, or eminent domain under Chapter 32 of the Wisconsin Statutes; and, to supervise the work of any engineer, appraiser, negotiator, contractor or other person employed by the Secretary; and, to execute any assurances or other documents required or requested by any agency of the federal government and to comply with all federal and state laws, rules, and regulations relating to airport development projects.

**FURTHER**, the Sponsor requests that the Secretary provide, per Wis. Stat. §114.33(8)(a), that the Sponsor may acquire certain parts of the required land or interests in land that the Secretary shall find necessary to complete the aforesaid project.

**"AIRPORT OWNER ASSURANCES"**

**BE IT FURTHER RESOLVED** that the Sponsor agrees to maintain and operate the airport in accordance with certain conditions established in Wisconsin Administrative Code §55, or in accordance with Sponsor assurances enumerated in a federal grant agreement.

**BE IT FURTHER RESOLVED** that the County Board Chair and County Clerk be authorized to sign and execute the Agency Agreement and Federal Block Grant "Owner Assurances" authorized by this Resolution.

**CERTIFICATION**

I, \_\_\_\_\_, Clerk of Rock County, Wisconsin, do hereby certify that the foregoing is a correct copy of a Resolution introduced at a \_\_\_\_\_ meeting of the \_\_\_\_\_ on \_\_\_\_\_, 2016, adopted by a majority vote, and recorded in the minutes of said meeting.

\_\_\_\_\_  
Clerk

PETITIONING THE SECRETARY OF TRANSPORTATION FOR AIRPORT IMPROVEMENT  
AID

Respectfully submitted,

PUBLIC WORKS COMMITTEE

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Betty Jo Bussie, Chair

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Brent Fox, Vice-Chair

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Eva Arnold

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Brenton Driscoll

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Rick Richard

FISCAL NOTE:

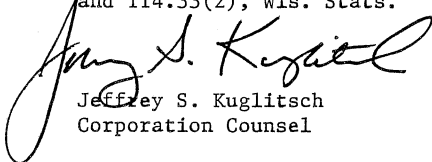
This resolution outlines the state and federal requirements for applying for funding. If any projects are approved for federal and/or state funding then a budget amendment, including the County's share, would be required.



Sherry Oja  
Finance Director

LEGAL NOTE:

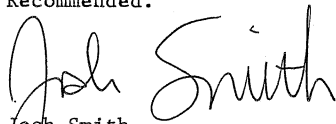
The County Board is authorized to take this action pursuant to secs. 59.02 and 114.33(2), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

PETITIONING THE SECRETARY OF TRANSPORTATION FOR AIRPORT IMPROVEMENT  
AID

**Executive Summary**

**Petitioning the Secretary of Transportation  
for Airport Improvement Aid**

This Resolution petitions the State of Wisconsin and/or the Federal Government for the necessary improvements to meet the existing and future needs of the Southern Wisconsin Regional Airport.

This Resolution also outlines the state and federal requirements for applying to obtain funding assistance. This Resolution is important for the future planning and timely execution of development as it becomes necessary.

The Resolution does not require county funds to be available, however should a part or all of the projects become eligible, and state and or federal aid become available, a request would be brought to the county board through future airport capital improvement budgets to provide the sponsor share for each project.

If approved, this Resolution and the Airport Owner Assurances signed by the County Board Chair and County Clerk will be forwarded to the State of Wisconsin, Bureau of Aeronautics for their approval.

Respectfully Submitted,

Ronald D. Burdick  
Airport Director

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY

Public Works Committee  
SUBMITTED BY



Ronald D. Burdick  
DRAFTED BY

November 15, 2016  
DATE DRAFTED

### AGENCY AGREEMENT AND FEDERAL BLOCK GRANT OWNER ASSURANCES

1 **WHEREAS**, Rock County, Wisconsin, hereinafter referred to as the Sponsor, desires to sponsor an  
2 airport development project to be constructed with federal aid and/or state aid, specifically, the  
3 Southern Wisconsin Regional Airport project to:

4  
5 Expand/improve/rehabilitate snow removal equipment building, including wash bay;  
6 reconstruct south end of Runway 18/36 and groove per RSAT; reconstruct Runway 04/22;  
7 construct east side hangar development; security improvements, including gates, card reader  
8 and lighting; and any necessary related work.  
9

10 **WHEREAS**, the Sponsor adopted a resolution on \_\_\_\_\_, 2016, a copy of  
11 which is attached and the prescribed terms and conditions of which are fully incorporated into this  
12 agreement, designating the Secretary as its agent and requesting the Secretary to act as such as set forth  
13 in the Resolution, and agreeing to maintain and operate the airport in accordance with certain  
14 conditions; and  
15

### AGENCY AGREEMENT

16  
17  
18 **WHEREAS**, upon such request, the Secretary is authorized by law to act as agent for the Sponsor until  
19 financial closing of this project;  
20

21 **NOW, THEREFORE, BE IT RESOLVED**, the Sponsor and the Secretary do mutually agree that the  
22 Secretary shall act as the Sponsor's agent in the matter of the airport development as provided by law  
23 and as set forth in the referenced resolution; provided, however, that the Secretary is not required to  
24 provide legal services to the Sponsor.  
25

26 Secretary of Transportation

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31  
32 David M. Greene, Director  
33 Bureau of Aeronautics  
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35 Date: \_\_\_\_\_

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FEDERAL BLOCK GRANT OWNER ASSURANCES

WHEREAS, the Sponsor does agree to the conditions established in Trans 55, Wisconsin Administrative Code, and for projects receiving federal aid, to the attached Federal Sponsor Assurances which are a condition of a Federal Grant of Funds.

The Federal Block Grant Owner Assurances shall remain in full force and effect throughout the useful life of the facilities developed under this project, but in any event not to exceed twenty (20) years from the date of the Finding, (except for land projects, which shall run in perpetuity);

ACCEPTANCE:

The Sponsor does hereby accept the Agency Agreement and the Federal Block Grant Owner Assurances.

SPONSOR

ROCK COUNTY, WISCONSIN

Name

Title

Date

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FISCAL NOTE:

This resolution states the County will follow the Wisconsin Administrative Code and federal rules if we accept federal block grant funding. If any projects are approved for federal block grant funding then a budget amendment, including the County's share, would be required.

Respectfully submitted,

PUBLIC WORKS COMMITTEE


Betty Jo Bussie, Chair

Brent Fox, Vice-Chair

Eva Arnold

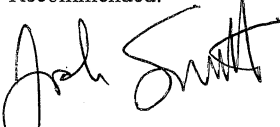
Brenton Driscoll

Rick Richard

  
Sherry Oja  
Finance Director


ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01, 59.02, 59.52(19), and 114.33(2), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

## **Executive Summary**

### **Petitioning the Secretary of Transportation for Airport Improvement Aid**

This Resolution petitions the State of Wisconsin and/or the Federal Government for the necessary improvements to meet the existing and future needs of the Southern Wisconsin Regional Airport.

This Resolution also outlines the state and federal requirements for applying to obtain funding assistance. This Resolution is important for the future planning and timely execution of development as it becomes necessary.

The Resolution does not require county funds to be available, however should a part or all of the projects become eligible, and state and or federal aid become available, a request would be brought to the county board through future airport capital improvement budgets to provide the sponsor share for each project.

If approved, this Resolution and the Airport Owner Assurances signed by the County Board Chair and County Clerk will be forwarded to the State of Wisconsin, Bureau of Aeronautics for their approval.

Respectfully Submitted,

Ronald D. Burdick  
Airport Director

**Rock County Department of Public Works  
Airport Division – Issue Paper**

**Issue** – Setting the 2017 Land Lease and T-hangar Rates

**Discussion** – On December 18, 1991, the Public Works Committee approved an addendum to the Airport Leases to standardize the following items;

1. Lease rates equal between like businesses
2. Renegotiate lease rate annually
3. Increase based on the US CPI-U not to exceed 4% annually

Each Lease contains the following language: Annually during the month of December, rental rates shall be re-negotiated by the parties and will be based on the urban rate of inflation, not to exceed 4% annually. Said rates are to be equal to the rental rates for other buildings in its category and be effective January 1. The Airport Director shall be responsible for re-negotiating the yearly rental charge on behalf of the **LESSOR**, subject to final approval of the Public Works Committee.

For the 12-month period ending in October, the CPI-U increased 1.6 percent. This increase would raise the current unimproved rate of .1119 per square foot to .1137 and the improved rate of .1792 per square foot to .1821 per square foot. The average monthly effect of this increase is \$9.61.

The t-hangar storage agreement states that all rates are reviewed during the month of December every year and that rates may be adjusted. Adjustments will be based on the urban rate of inflation (CPI-U). It is also agreed that the Public Works Committee may from time to time make adjustments due to market evaluations. New rates will be effective as of February 1.

**Recommendation** – That the Public Works Committee approve an increase of 1.6% effective January 1, 2017 for land leases and effective February 1, 2017 for storage agreements.

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## Databases, Tables & Calculators by Subject

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From: 2006 To: 2016 GO

☐ include graphs ☐ include annual averages

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Data extracted on: November 29, 2016 (2:11:25 PM)

### Consumer Price Index - All Urban Consumers

Series Id: CUUR0000SA0  
 Not Seasonally Adjusted  
 Area: U.S. city average  
 Item: All items  
 Base Period: 1982-84=100

Download: [XLS](#) [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2006	198.3	198.7	199.8	201.5	202.5	202.9	203.5	203.9	202.9	201.8	201.5	201.8	200.6	202.6
2007	202.416	203.499	205.352	206.686	207.949	208.352	208.299	207.917	208.490	208.936	210.177	210.036	205.709	208.976
2008	211.080	211.693	213.528	214.823	216.632	218.815	219.964	219.086	218.783	216.573	212.425	210.228	214.429	216.177
2009	211.143	212.193	212.709	213.240	213.856	215.693	215.351	215.834	215.969	216.177	216.330	215.949	213.139	215.935
2010	216.687	216.741	217.631	218.009	218.178	217.965	218.011	218.312	218.439	218.711	218.803	219.179	217.535	218.576
2011	220.223	221.309	223.467	224.906	225.964	225.722	225.922	226.545	226.889	226.421	226.230	225.672	223.598	226.280
2012	226.665	227.663	229.392	230.085	229.815	229.478	229.104	230.379	231.407	231.317	230.221	229.601	228.850	230.338
2013	230.280	232.166	232.773	232.531	232.945	233.504	233.596	233.877	234.149	233.546	233.069	233.049	232.366	233.548
2014	233.916	234.781	236.293	237.072	237.900	238.343	238.250	237.852	238.031	237.433	236.151	234.812	236.384	237.088
2015	233.707	234.722	236.119	236.599	237.805	238.638	238.654	238.316	237.945	237.838	237.336	236.525	236.265	237.769
2016	236.916	237.111	238.132	239.261	240.229	241.018	240.628	240.849	241.428	241.729			238.778(R)	

R : Revised

### 12-Month Percent Change

Series Id: CUUR0000SA0  
 Not Seasonally Adjusted  
 Area: U.S. city average  
 Item: All items  
 Base Period: 1982-84=100

Download: [XLS](#) [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2006	4.0	3.6	3.4	3.5	4.2	4.3	4.1	3.8	2.1	1.3	2.0	2.5	3.8	2.6
2007	2.1	2.4	2.8	2.6	2.7	2.7	2.4	2.0	2.8	3.5	4.3	4.1	2.5	3.1
2008	4.3	4.0	4.0	3.9	4.2	5.0	5.6	5.4	4.9	3.7	1.1	0.1	4.2	3.4
2009	0.0	0.2	-0.4	-0.7	-1.3	-1.4	-2.1	-1.5	-1.3	-0.2	1.8	2.7	-0.6	-0.1
2010	2.6	2.1	2.3	2.2	2.0	1.1	1.2	1.1	1.1	1.2	1.1	1.5	2.1	1.2
2011	1.6	2.1	2.7	3.2	3.6	3.6	3.8	3.9	3.5	3.4	3.0	2.8	3.5	
2012	2.9	2.9	2.7	2.3	1.7	1.7	1.4	1.7	2.0	2.2	1.8	1.7	2.3	1.8
2013	1.6	2.0	1.5	1.1	1.4	1.8	2.0	1.5	1.2	1.0	1.2	1.5	1.5	1.4
2014	1.6	1.1	1.5	2.0	2.1	2.1	2.0	1.7	1.7	1.7	1.3	0.8	1.7	1.5
2015	-0.1	0.0	-0.1	-0.2	0.0	0.1	0.2	0.2	0.0	0.2	0.5	0.7	-0.1	0.3
2016	1.4	1.0	0.9	1.1	1.0	1.0	0.8	1.1	1.5	1.6			1.1(R)	

R : Revised

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## Rate Increase History

Date Increased	For Year	CPI	Land Lease Increase	T-Hangar Increase	Date Effective
2005	1/1/2006	4.30%	4.00%	4.00%	2/1/2006
2006	1/1/2007	1.30%	1.30%	1.30%	2/1/2007
2007	1/1/2008	3.50%	3.50%	3.50%	2/1/2008
2008	1/1/2009	3.70%	3.00%	3.00%	2/1/2009
2009	1/1/2010	-1.30%	0.0%	0.0%	2/1/2010
2010	1/1/2011	1.20%	1.2%	0.0%	2/1/2011
2011	1/1/2012	3.50%	1.3%	1.3%	2/1/2012
2012	1/1/2013	2.20%	0.0%	0.0%	2/1/2013
2013	1/1/2014	1.00%	0.0%	0.0%	2/1/2014
2014	1/1/2015	1.70%	0.0%	0.0%	2/1/2015
2015	1/1/2016	0.20%	0.0%	0.0%	2/1/2016

# Southern Wisconsin Regional Airport

## Lease Rate Summary for 2017

1.6% U-CPI

Lessee	Sq. Ft.	2016	Monthly Payment	2017	Monthly Payment	Monthly Increase	Total Yearly Increase
Airport House		729.00	\$729.00	740.66	\$741.00	\$12.00	\$144.00
Anderson, Chris	10,350	0.1119	\$96.51	0.1137	\$98.07	\$1.56	\$18.72
Bales, Peter	9,312	0.1119	\$86.83	0.1137	\$88.23	\$1.40	\$16.80
Blackhawk Technical College	15,176 72,360	0.1119 0.1792	 \$1,222.09	0.1137 0.1821	 \$1,241.86	 \$19.76	 \$237.12
Dacy, Susan	27,500	0.1119	\$256.44	0.1137	\$260.56	\$4.13	\$49.56
Erect-A-Tube	33,000	0.1119	\$307.73	0.1137	\$312.68	\$4.95	\$59.40
Helicopter Specialties	48,692 35,498	0.1119 0.1792	 \$984.16	0.1137 0.1821	 \$1,000.04	 \$15.88	 \$190.56
Hendricks Commercial Properties	25,115 31,025	0.1119 0.1792	 \$697.50	0.1137 0.1821	 \$708.77	 \$11.26	 \$135.12
Hershey Lane	9,500	0.1119	\$88.59	0.1137	\$90.01	\$1.42	\$17.04
Janesville Jet Center	36,706 73,597	0.1119 0.1792	 \$1,441.33	0.1137 0.1821	 \$1,464.62	 \$23.29	 \$279.48
Jestson Aviation LLC	32,625 39,475	0.1119 0.1792	 \$893.72	0.1137 0.1821	 \$908.16	 \$14.44	 \$173.28
Restaurant Fixed Rate				0.00		\$0.00	\$0.00
Restaurant %							
NJJ Properties	12,452 21,400	0.1119 0.1792	 \$435.69	0.1137 0.1821	 \$442.73	 \$7.04	 \$84.48
Prent	30,625	0.1119	\$285.58	0.1137	\$290.17	\$4.59	\$55.08
Regal Beloit Corp.	22,756 12,000	0.1119 0.1792	 \$391.40	0.1137 0.1821	 \$397.71	 \$6.31	 \$75.72
S.C. Aviation	100,292 66,040	0.1119 0.1792	 \$1,921.42	0.1137 0.1821	 \$1,952.42	 \$31.00	 \$372.00
Seneca Foods	18,630	0.1119	\$173.72	0.1137	\$176.52	\$2.79	\$33.48
Smith, Alex	9,797	0.1119	\$91.36	0.1137	\$92.83	\$1.47	\$17.64
<b>Total Yearly Increase</b>							<b>\$1,959.48</b>

Revised 12/2/16

Average Yearly Increase is \$115.26

# 2017 1.6% Increase

Hangar Numbers	1 Year Current Base Rate	Increase Rounded New Base Rate	Increase	6 Month Lease = Base + \$10.00	3 Month Lease = Base + \$20.00	1 Month Lease = Base + \$30.00
25-44	Current	\$ 216.00	\$ 219.00	\$ 3.00	These hangars will be rented on a month to month basis only.	
	Security Deposit	One Month's Rent				
45-54	Current	\$ 230.00	\$ 234.00	\$ 4.00	\$ 244.00	\$ 254.00
	Security Deposit	One Month's Rent			50% Month's Rent	25% Month's Rent
55-64	Current	\$ 253.00	\$ 257.00	\$ 4.00	\$ 267.00	\$ 277.00
	Security Deposit	One Month's Rent			50% Month's Rent	25% Month's Rent

**Southern Wisconsin Regional Airport,  
Madison FAA Technical Operations  
and  
Janesville FAA Contract Tower (JVL FCT)**

**LETTER OF AGREEMENT**

EFFECTIVE: December 15, 2016

**SUBJECT:** Requirements for Operating in the Runway Safety Areas (RSAs)

---

1. **PURPOSE.** This Letter of Agreement (LOA) defines the responsibilities and procedures that parties entering into this agreement must consider for accessing, operating within, and exiting the Southern Wisconsin Regional Airport's RSA during aircraft operations.

2. **RESPONSIBILITIES.**

a. The Southern Wisconsin Airport Director must:

- (1) Provide training for personnel with permission to operate within the RSA, with special emphasis that vehicles avoid the Instrument Landing System (ILS) or Localizer arrays during low visibility conditions.
- (2) Ensure personnel maintain positive radio communications with JVL FCT on frequency 118.8 MHz while operating within the RSA.

b. JVL FCT must:

- (1) Provide training for FCT personnel on RSA procedures.
- (2) Maintain positive radio communications with personnel operating within the RSA on frequency 118.8 MHz

c. Madison FAA Technical Operations must:

- (1) Provide training for entities with permission to operate within the RSA.
- (2) Obtain prior permission from Southern Wisconsin Regional Airport Management and JVL FCT prior to operating within the RSA.

- (3) Maintain positive radio communications with JVL FCT on frequency 118.8 MHz while operating in the RSA.

### 3. PROCEDURES.

#### a. Southern Wisconsin Regional Airport Director:

- (1) Shall provide annual training to all vehicle operators who have permission to operate in the Southern WI Regional Airport RSA.
- (2) Shall instruct all approved personnel to use perimeter roads to the greatest extent possible.
- (3) The above training shall be sufficient approval for vehicle operators to operate within the Southern WI Regional Airport RSA each year.

#### b. JVL FCT:

- (1) Shall require all approved personnel to use perimeter roads to the greatest extent possible.
- (2) Janesville FCT manager shall provide annual Runway Safety Training to all approved vehicle operators.

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#### c. Madison FAA Technical Operations:

- (1) Shall require all approved personnel to take part in the annual training provided by the Southern Wisconsin Regional Airport Director and the JVL FCT.

### 4. ATTACHMENT

- (1) Safety area map.

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Earl E. Arrowood  
Air Traffic Manager  
Janesville FCT  
Midwest Air Traffic Control Service

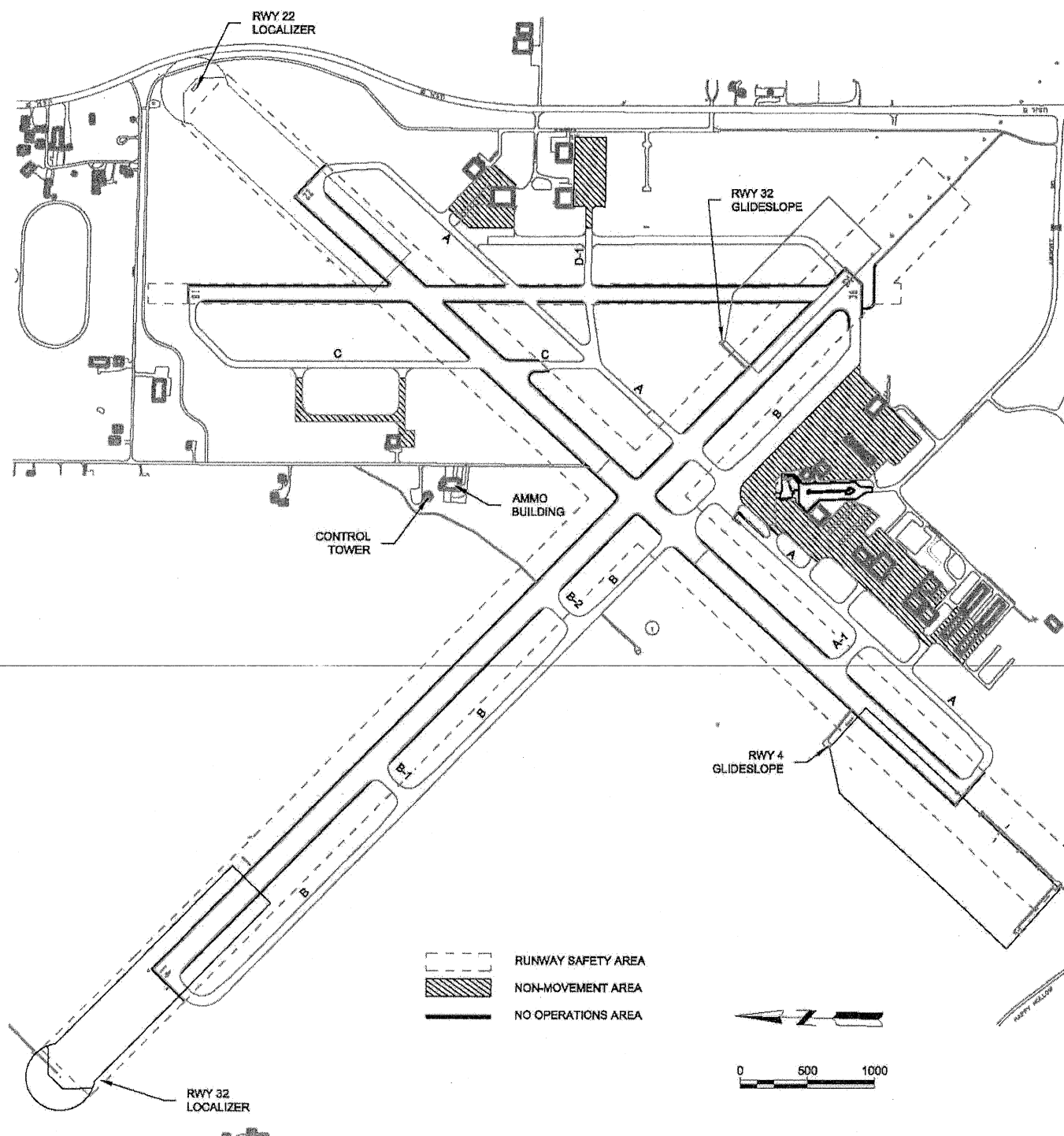
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Ronald D. Burdick  
Airport Director  
Southern Wisconsin Regional Airport

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Cheryl Stinnett  
Manager  
Madison System Support Center

**ATTACHMENT 1 - MOVEMENT, NON-MOVEMENT AND RUNWAY SAFETY AREAS**



**Southern Wisconsin Regional Airport  
and  
Midwest Air Traffic Control Service, Inc**

**LETTER OF AGREEMENT**

EFFECTIVE: December 15, 2016

**SUBJECT:** Control of Vehicular Traffic

**1. PURPOSE:** To provide procedures and define responsibilities for the control of vehicular traffic on movement, non-movement and safety areas.

**2. SCOPE:** The procedures outlined herein are for the use of the Janesville FAA Contract Tower (FCT) and Southern Wisconsin Regional Airport Management for the control and operation of vehicular traffic on movement, non-movement and safety areas within the boundaries of the Southern Wisconsin Regional Airport.

**3. SUPERCEDES:** Letter of Agreement between Midwest ATC Service, Inc. and Southern Wisconsin Regional Airport dated March 24, 2009.

**4. DEFINITIONS:**

a. Movement areas shall be defined as all the runways and taxiways utilized for takeoff, landing and the taxiing of aircraft.

b. Non-movement areas shall be defined as the loading ramps and parking areas under the jurisdiction of Airport Management. This includes all paved and non-paved areas not specifically defined as movement areas.

c. Runway Safety areas shall be defined as 250 feet either side of the runway centerline.

d. Closed Movement Areas shall be defined as Runways and Taxiways which are NOTAM'ed closed by the airport management.

**5. PROCEDURES:**

a. Operators of vehicles equipped with two-way radios shall establish radio contact with Janesville Ground Control prior to entering any movement or safety area by stating their position and intentions. Operators shall comply with all clearances as issued by Janesville Ground Control.

(1). The preferred route for vehicles crossing from the south side to the north side of the airport is via Taxiway Bravo to the service road. The return route should be from the service road to Taxiway Bravo. This routing shall be used unless traffic dictates an alternate route.



b. Operators of vehicles shall continuously monitor the assigned frequency while operating on any movement or safety area.

c. Any continuous operations of vehicles within the runway safety areas will be assigned the local control frequency -118.8. These operations include but are not limited to runway light check vehicle, mowing operations, and snow removal vehicles. Once the operations are completed, the vehicle will be returned to ground control frequency - 121.65. All operations outside of the safety areas will be conducted on 121.65.

(1). Mowing operations are allowed within safety areas between the runway lights and the edge of the safety area provided they have direct communications with the control tower and traffic information is given to both the aircraft and the mower.

(2). Mowing operations will not be allowed between the runway lights and the runway edge during aircraft operations.

d. Operators of vehicles not equipped with two-way radios shall contact Southern Wisconsin Regional Airport management by telephone or in person prior to entering any movement areas to obtain a vehicle escort.

(1) Escort vehicles shall always give way to aircraft unless specifically instructed by Janesville Ground Control. Escort vehicle shall be equipped with a two-way radio and comply with a. above.

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e. Operators of vehicles not normally authorized to operate within the movement area shall be required to contact Southern Wisconsin Regional Airport Management for an escort.

f. All vehicles operating in movement and/or safety areas must have an amber beacon on the vehicle or operate their emergency flashers.

## **6. RESPONSIBILITIES:**

a. Southern Wisconsin Regional Airport Management:

(1). Shall require all operators to pass an Airport Driver's Test prior to operating a vehicle on any movement, non-movement or safety areas on Southern Wisconsin Regional Airport.

(2). Shall require all vehicle operators to contact Janesville Ground Control for approval prior to entering any movement or safety area.

(3). Shall ensure that all vehicles authorized for access to the movement or safety areas comply with all applicable rules and restrictions and that the vehicle operators demonstrate knowledge of Air Traffic Control procedures.

(4). Shall inform JVL FCT personnel of Movement Area closures and re-openings. Airport Management shall issue those NOTAMS accordingly.

(5). May require those vehicles which will not enter the movement area but may impede aircraft movement in the parking area to contact Janesville Ground Control for advisories prior to moving. Information provided by Janesville Ground Control related to vehicle movement in the non-movement areas is advisory in nature and does not imply control responsibility.

(6). Covenants expressly agree that with regard to any liability which may arise from the movement of vehicles not equipped with two-way radios, that each party shall be solely and exclusively liable for the negligence of its own agents, servants, and/or employees, in accordance with applicable law, and that neither party looks to the other to save or hold it harmless for the consequences of any negligence on the part of one of its own agents, servants, and/or employees.

c. Janesville FCT:

(1). Shall provide routine control to vehicular traffic operating on the movement or safety areas.

(2). Shall instruct non-essential vehicles to utilize the airport perimeter road as much as possible.

(3). Shall allow authorized vehicles to enter and exit Movement Areas that are NOTAM'ed closed by Southern WI Regional Airport Management without air traffic control clearances.

(4). Shall report all violations to the Airport Director.

**7. ATTACHMENT 1** depicts movement, non-movement and safety areas at Southern Wisconsin Regional Airport.

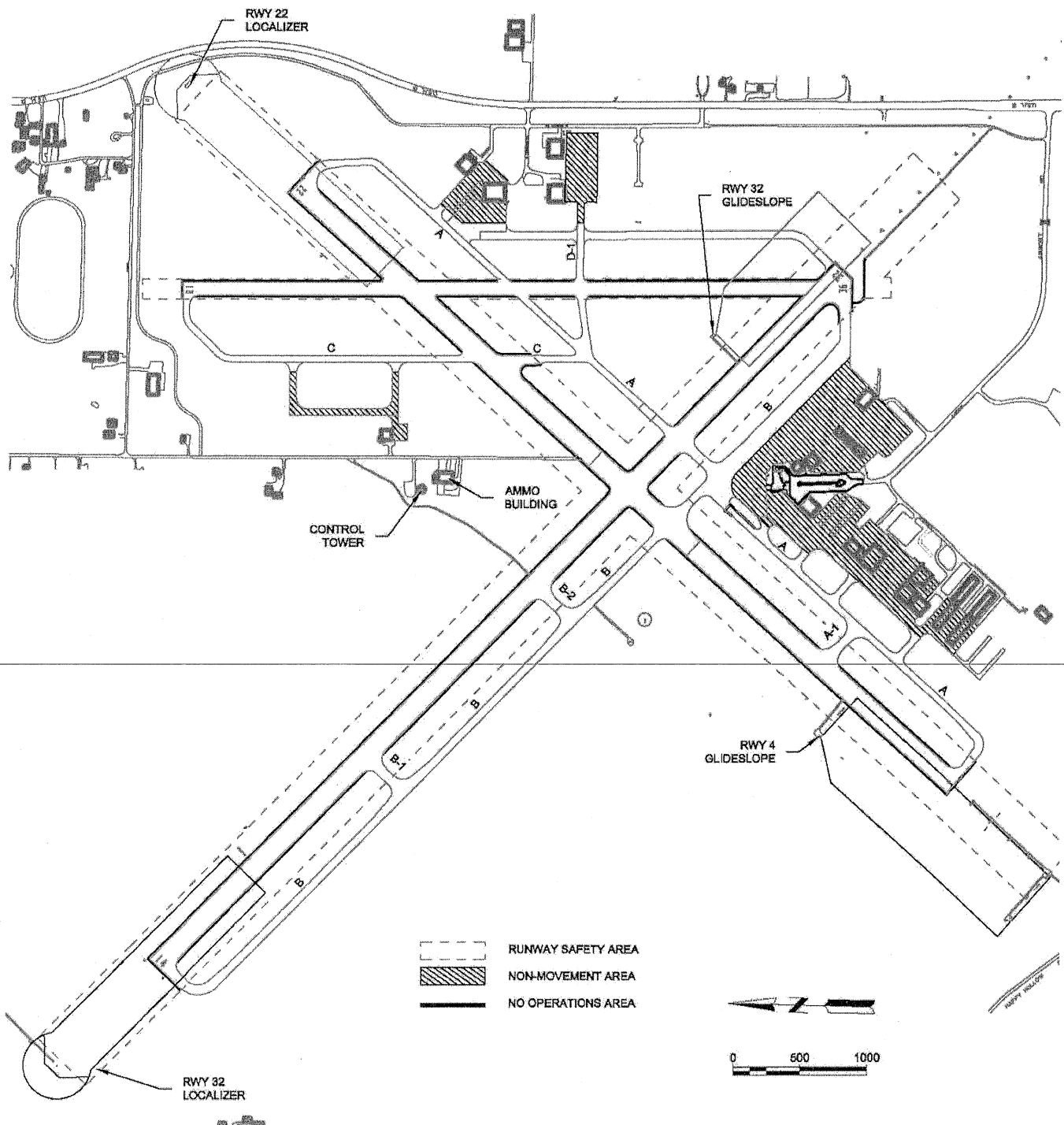
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Earl E. Arrowood  
Air Traffic Manager  
Janesville FCT  
Midwest Air Traffic Control Service, Inc.

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Ronald D. Burdick  
Airport Director  
Southern Wisconsin Regional Airport

# ATTACHMENT 1 - MOVEMENT, NON-MOVEMENT AND RUNWAY SAFETY AREAS



# I N V O I C E F O R S E R V I C E S

PLEASE REMIT TO:

SOUTHERN WISCONSIN REGIONAL AIRPORT  
1716 W. AIRPORT RD., SUITE 100  
JANESVILLE, WI 53546

CUST	INVOICE	INVOICE
NO.	DATE	NO.
AR052991	09/19/16	AA160398

(608) 757-5768

TO:

EAA CHAPTER 93  
C/O ROBERT TWEED  
2860 OSMUNDSEN RD  
FITCHBURG, WI 53711

DATE	DESCRIPTION	QUANTITY	RATE	AMOUNT
09/19/16	LABOR	10.00	67.220	672.20
09/19/16	LABOR	10.00	62.980	629.80
09/19/16	EQUIPMENT NO. 57 PICK UP	1.00	13.800	13.80
09/19/16	EQUIPMENT NO. 107 STEP VAN	1.00	38.380	38.38
09/19/16	CLEANING	1.00	180.000	180.00

TOTAL DUE 1,534.18

PAYMENT FOR T-HANGER RENT IS DUE BY THE 1ST OF THE MONTH.  
PLEASE REFERENCE YOUR LEASE AGREEMENT FOR DUE DATE ON LEASE PAYMENTS  
LATE PAYMENTS WILL BE CHARGED 1 1/2% INTEREST PER MONTH UNTIL PAID IN FULL.

NOW ACCEPTING CREDIT CARDS, DEBIT CARDS & E-CHECKS  
PAY ONLINE AT WWW.JVLAIRPORT.COM CLICK ON TENANTS  
PAY IN THE OFFICE OR PAY BY PHONE AT 844-893-3404  
A CONVENIENCE FEE APPLIES FOR THESE SERVICES

PAGE 1

FOR PROPER CREDIT PLEASE RETURN THIS PORTION WITH REMITTANCE

CUST	INVOICE	INVOICE
NO.	DATE	NO.
AR052991	09/19/16	AA160398

EAA CHAPTER 93  
C/O ROBERT TWEED  
2860 OSMUNDSEN RD  
FITCHBURG, WI 53711

TOTAL DUE 1,534.18

## RON BURDICK

---

**From:** Robert Tweed <rbtweed@charter.net>  
**Sent:** Friday, November 04, 2016 10:10 AM  
**To:** RON BURDICK  
**Subject:** SWRA Invoice

Hello Ron,

In response to your recent invoice to EAA Chapter 93 detailing the various additional costs incurred by SWRA as a result of the Heavy Bombers Weekend event in July, I would like to provide you with several additional perspectives to consider. First, on behalf of Chapter 93, I would like to thank you and your team once again for all of your support that enabled our first HBW event at SWRA to be such a resounding success. All of our thousands of guests that attended HBW, along with our partners and stakeholders we worked with to make it happen couldn't have been more pleased with the outcome. I observed lots of smiles and heard strong support from the many visitors (pleas) for us to bring HBW back to SWRA next year.

While the event was tremendously successful from external observation, I must share with you that internally, from a Chapter 93 financial perspective, we found ourselves reeling. As you may recall, our HBW event at your airport marked the first time that Chapter 93 planned a major hospitality event for Saturday evening to recognize our participants, sponsors and partners. This event, "Warbirds Under the Stars" was intended to provide everyone attending a relaxing and enjoyable evening around the iconic aircraft. A huge 40' x 40' tent was rented and erected, musical entertainment was contracted, beer and wine was set up and an agreement was signed with Best Events in Janesville for catered food throughout the event. Sadly, a major storm blew through the area forcing me to cancel the event in order to ensure everyone's safety. The tent was completely destroyed and months of planning and many thousands of dollars were lost as a result of this cancellation.

Chapter 93 created Heavy Bombers Weekend to recognize our veterans and ensure an important chapter in our nation's history is made available for the public to experience. We work very hard to make sure the HBW events are memorable and safe to all those attending. Chapter 93 earns proceeds from the HBW gate receipts that we use to provide scholarships to students learning to fly. Scholarships are also awarded to youths so that they may attend the EAA Air Academy. One of our 2015 recipients of a \$1,000 scholarship from Chapter 93 is Philip Smeko, a Janesville High School student. EAA Chapter 93 is one of the longest serving chapters in the EAA organization with nearly 60 years of continuous service.

Chapter 93 is proud of its service to our community but, in the end, we are a small non-profit organization of forty-six volunteers. Chapter 93 has very limited resources and we suffered a terrible financial blow from the losses described above associated with the canceled Warbirds Under the Stars event. Your invoice, while justified, presents an additional financial challenge for us. Ron, given the wonderful exposure the HBW event provided SWRA and the many benefits it gave to the Janesville community, I am hopeful that SWRA will choose to waive or greatly reduce the pending charges. EAA Chapter 93 is a recognized 501 (c) (3) non profit organization. Perhaps waiving or reducing the invoice as requested could benefit SWRA from a tax perspective. Chapter 93 would be pleased to provide SWRA with recognition of this as a charitable gift.

Thank you, Ron, for your assistance in this matter. We greatly appreciate appreciate your consideration.

Rob Tweed  
President  
EAA Chapter 93