



**COUNTY BOARD STAFF/FINANCE COMMITTEES**  
**Minutes – July 14, 2020**

**Call to Order.** Chair Purviance called the joint meeting of the County Board Staff Committee and Finance Committee to order at 6:00 P.M. via telephone conference.

**Committee Members Present via Phone:** County Board Staff Committee - Supervisors Purviance, Rich Bostwick, Brien, Podzilni, Sweeney, Peer, Yeomans, Zajac at 6:05 P.M. and Leavy at 6:10 P.M. Finance Committee – Supervisors Aegerter, Fox, Purviance, Mawhinney and Davis.

**Committee Members Absent:** None.

**Staff Members Present via Phone:** Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Sherry Oja, Finance Director; Terri Carlson, Risk Manager; Greg Cullen, Airport Director; Kevin Smith, Airport Crew Leader.

**Others Present:** Supervisor Richard.

**Approval of Agenda.** Supervisor Rich Bostwick moved approval of the agenda, second by Supervisor Davis. ADOPTED.

**Public Comment.** None.

**Review and Discussion of Preliminary 2021 Budget Projections and Program Information – Airport.** Mr. Cullen shared his PowerPoint presentation with the committee (attached).

Supervisor Davis asked if there is full time security for the airport. Mr. Cullen said they are not required by TSA 1542 Security Certificate. They use the Rock County Sheriff's Office for security. He said when Shine is up and running, they would handle their own security.

**Next Meetings.** Tuesday, July 21, 2020 6:00 P.M. Zoom (Public Works)  
Tuesday, July 28, 2020 6:00 P.M. Zoom (Sheriff's Office)

**Adjournment.** Supervisor Peer moved adjournment at 6:57 P.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,  
Tracey VanZandt, Secretary

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**



ROCK COUNTY  
WISCONSIN

A stylized logo featuring a white airplane flying over a blue and white swoosh that forms the letter 'S'.  
SOUTHERN WISCONSIN  
REGIONAL AIRPORT

*Joint Committee – 2021 Budget Request*



Who uses



1 – Fixed Base Operator

General Aviation Pilots

5 – Corporate Hangars

Community Businesses &  
Other County Employees

11 – Businesses

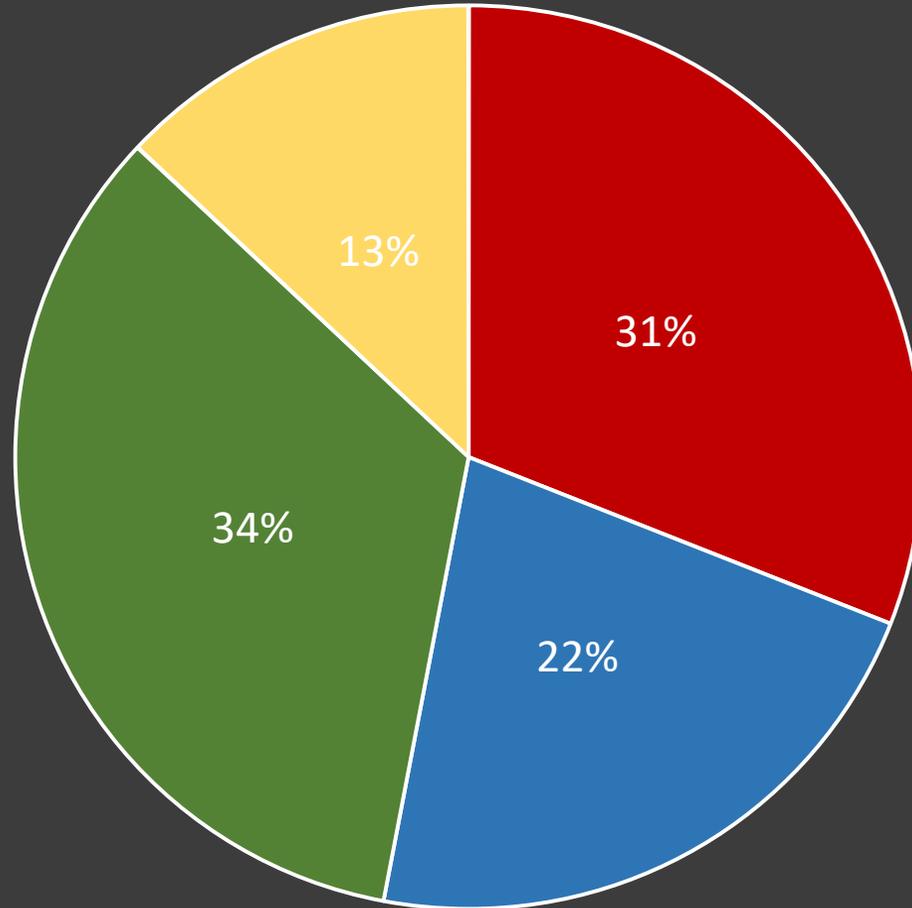
70 – Based Aircraft

130 – Full-time Employees



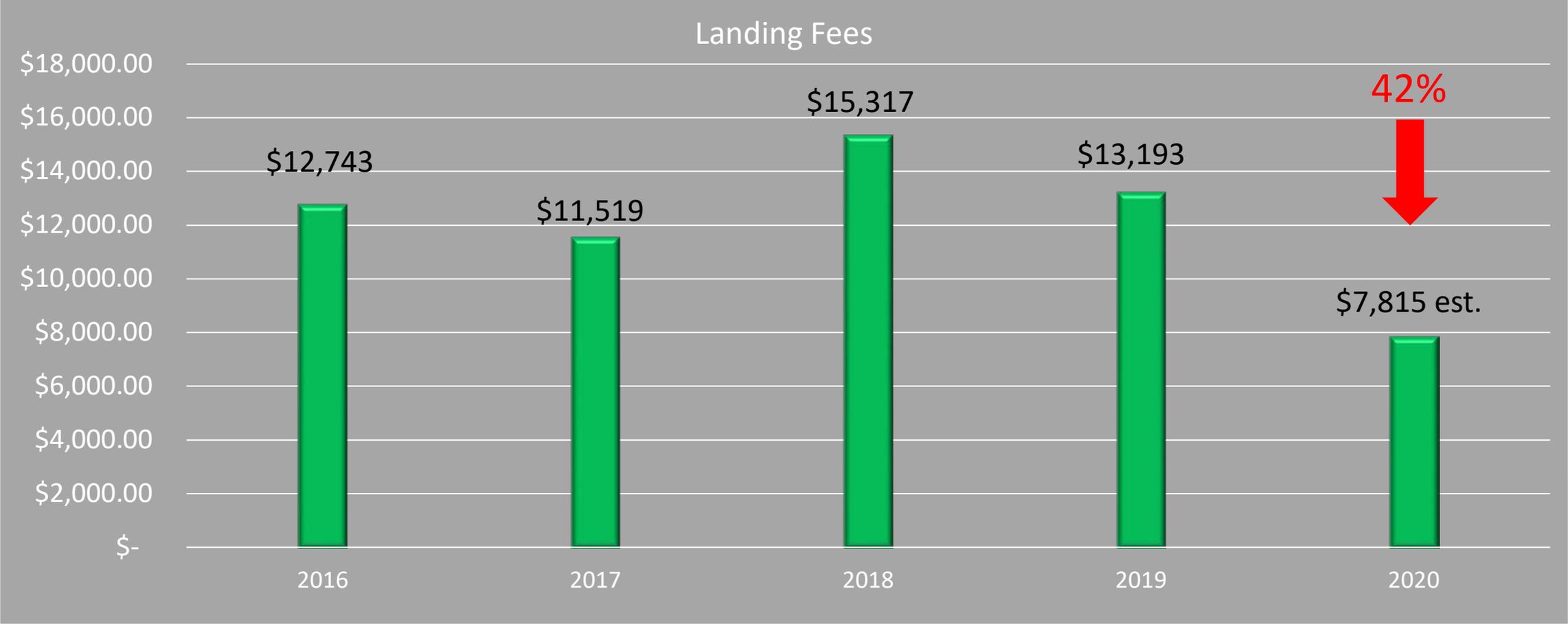
\$63 million dollar economic  
impact to Rock County

Airport  
Revenue  
2019

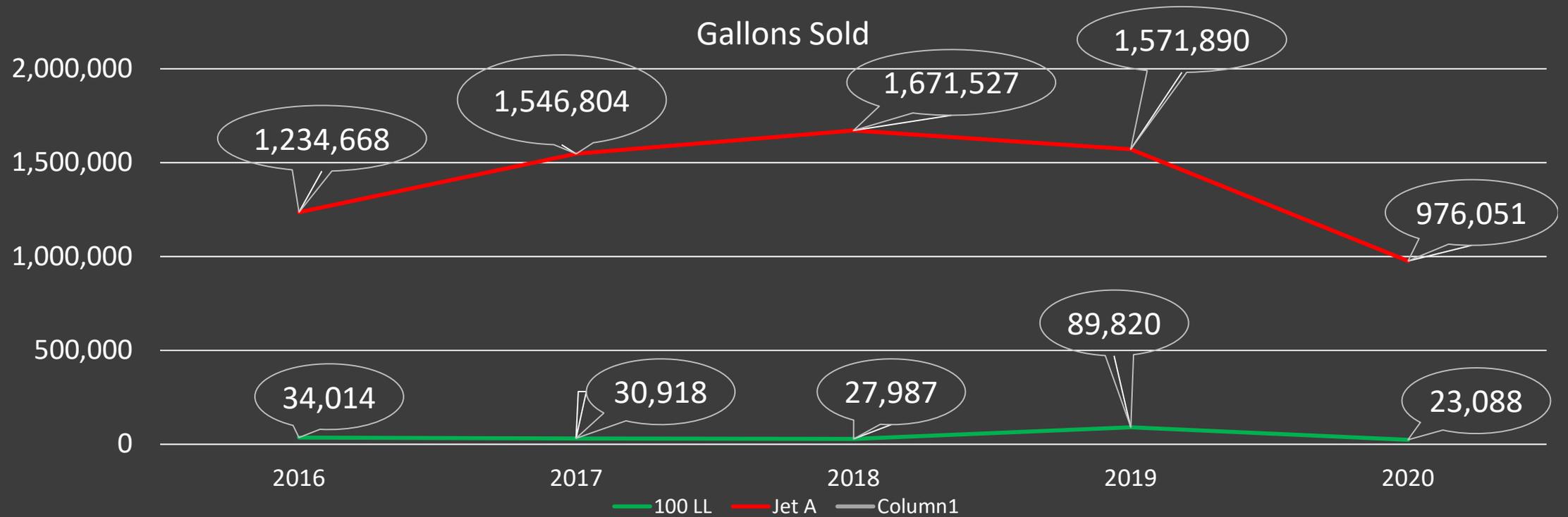


- Lease
- Rent
- Operational
- Non-Aviation

# Operational Revenue Landing Fees

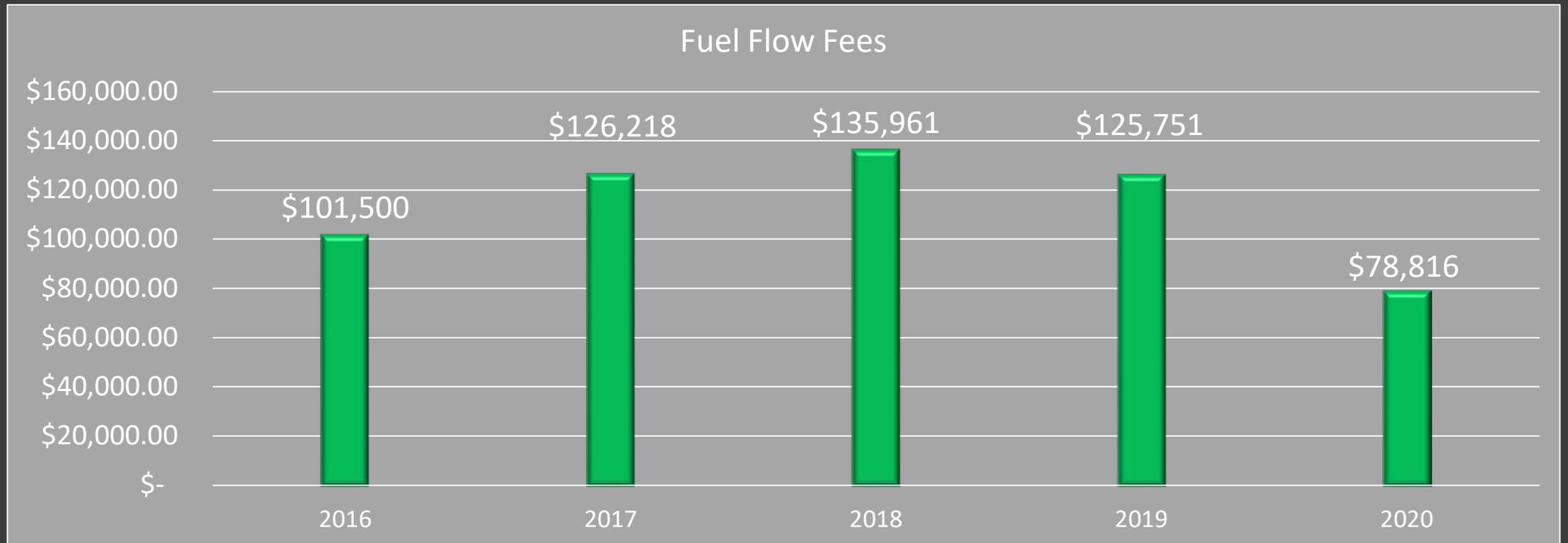


# Fuel Flowage



# Fuel Flowage Fees 2020 estimated

37%



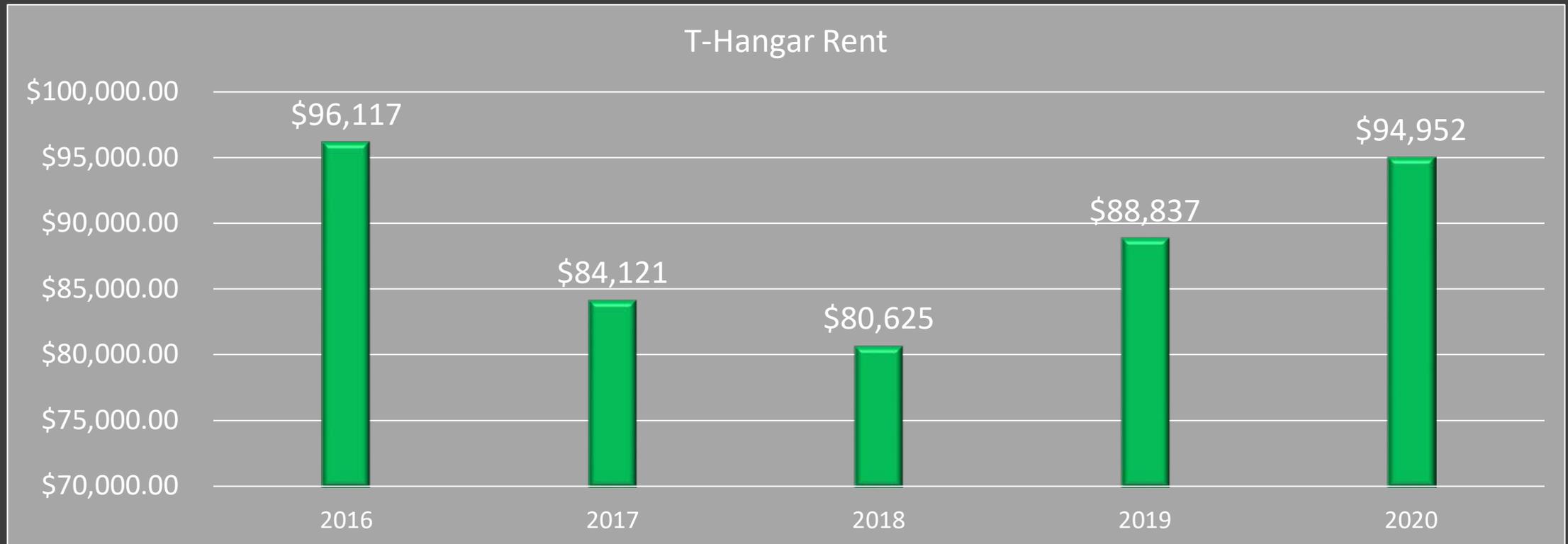
# Lease Revenue 2020 estimated

3.5%



# T-Hangar Revenue 2020 estimated

6.4%



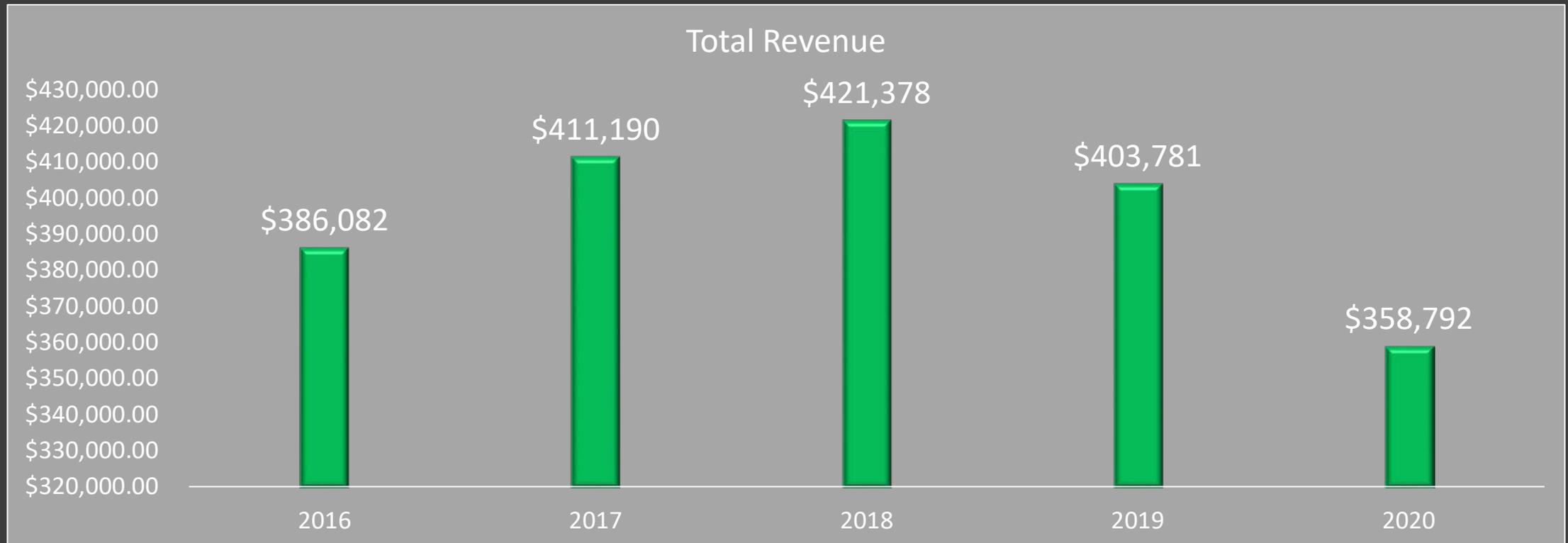
# Non-Aviation Revenue 2020 estimated

9%  
↓



# Airport Revenue 2020 estimated

11.1%



# Administration & Maintenance

Wages/Health Ins.

Wages/Health Ins.

 Telephone

Repair & Maintenance

Training

 Storm Water

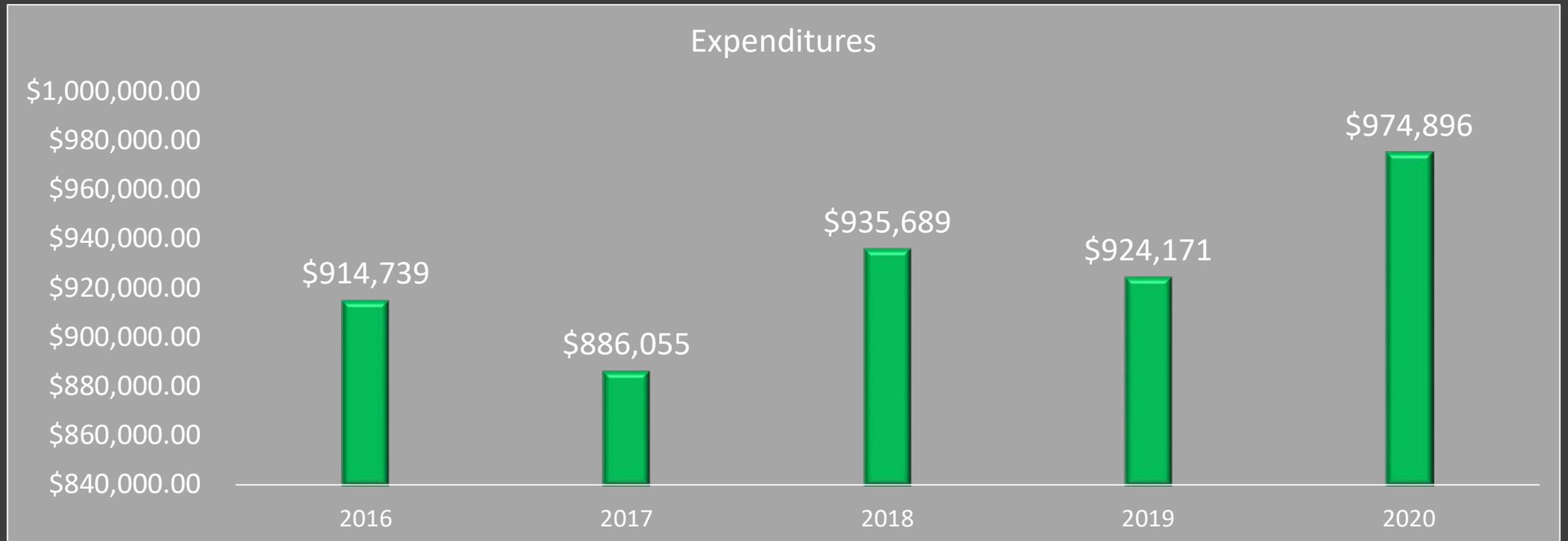
Liability Insurance

Other Supplies & Expenses

 Electric

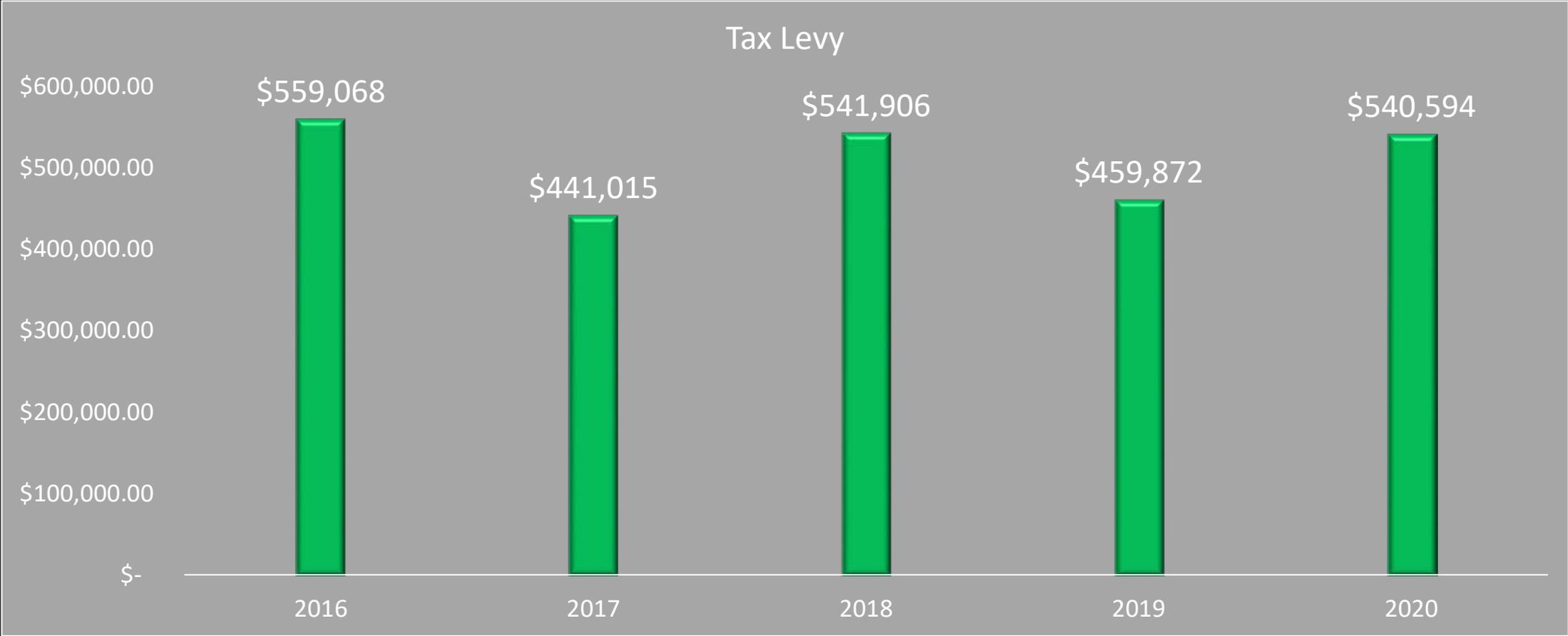
# Expenditures

## 2020 estimated



# Tax Levy

## 2020 estimated



# 2021 Budget Proposal

## Cost To Continue

Description	2020 Budget	2021 Budget	% Difference
Administration	\$227,929	\$235,017	3%
Operating and Maintenance	\$769,558	\$800,195	3.8%
Total Operating Expenses	\$997,487	\$1,035,212	3.6%
Operating Revenue	\$468,802	\$486,588	3.7%
Tax Levy	\$528,685	\$548,624	3.6%

# Inflation or Status Quo?

Our budget request would need to be reduced by **\$19,949** to only see a 2% increase.

Our budget request would need to be reduced by **\$35,909** to achieve 0% increase.

# WHY SO MANY EXPENSES?

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1. People – wages & benefits
2. Part 139 compliance: training, ARFF, markings, mowing, snow removal
3. Providing a safe worker and customer environment
4. Out of our control charges: storm water, utilities, insurance, etc.
5. Equipment repairs

# Action

Planning for Airport Secretary's retirement.

Requesting to advertise, hire, and have 8 weeks of transition between the outgoing and incoming.

The Secretary II job classification doesn't fully capture the unique airport daily tasks. Losing 25 years of experience will have an impact.

# Action

Currently exploring options to reduce utility expenses; specifically storm water fees approaching \$100,000 annually

Although the expense wouldn't be eliminated entirely, any savings in this area would be good.

# Action

Generate more land lease and T-hangar revenue.

Considering the present economy and impacts of COVID-19, none of the revenue predictions considered a rate increase.

2% increase = \$4,469

4% increase = \$8,938

# Action

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Raise fuel flowage fee from \$.08 to \$.09 per gallon



Estimated revenue increase = \$17,300



Impact: affects pilots & FBO: research has proven we are competitive with other WI airports our size

# Financial Relief

2020 Federal CARES Act - \$157,000

2020 State Bureau of Aeronautics refund -  
\$162,500est.

# Action

Reduce or defer requested Capital Assets

Impact: Many items requested are safety related. It would not be a good idea to save money in those areas. However, some items could be postponed without too much impact to the section.

# 2021 Capital Improvement Projects

## Federal Aid 90/5/5

Project	Total Cost	Local Share	Budgeted	Requested
Update Master & Airport Layout Plan & Wildlife Study	\$330,000est	\$16,500	\$16,500	
2022 Rehab Runway 4-22 Surface (phase II)	\$5,000,000est	\$250,000		

## State Aid 80/20

### Local Funding

Improve Runway 36-18 Surface				\$150,000
SRE Broom Truck	\$382,000est		\$32,000	\$350,000

Total Request = \$500,000

# 2021 Capital Improvement Projects

## Federal Aid 90/5/5

Project	Total Cost	Local Share	Budgeted	Requested
Update Master & Airport Layout Plan & Wildlife Study	\$330,000est	\$16,500	\$16,500	
SRE Broom Truck	\$790,000est	\$39,500	\$32,000	\$7,500
2022 Rehab Runway 4-22 Surface (phase II)	\$5,000,000est	\$250,000		

## State Aid 80/20

### Local Funding

Improve Runway 36-18 Surface				\$150,000
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Total Request = \$157,500

# 2021 Capital Equipment

## Local Sales Tax

Project	Total Cost
Repair Terminal door safety release	\$3,500
Install water softener systems (Terminal & SRE bldg.)	\$3,200/\$5,400
Install T-Hangar fire extinguishers	\$1,200
Replace SRE 24' Door Opening system	\$3,600
Replace security gate 1 w/new opening system	\$20,000
Replace S. Oakhill Ave culvert/asphalt	\$5,500
Purchase frequently used/needed tools	\$12,500
Install Terminal automatic opening restroom doors	\$5,400
Replace gate 30 operating system	\$12,000
Replace emergency communication siren	<u>\$7,500</u>

Total Request = \$79,800

Questions??