



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

## OFFICIAL NOTICE AND AGENDA

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

Meeting of the: **AIRPORT COMMITTEE**  
Date/Time: **Wednesday, October 9, 2024 @ 6:00 PM**  
Location: **Wausau Downtown Airport Terminal Building Conference Room**  
Members: Lisa Rasmussen (C), Lou Larson (VC) Micheal Martens, Carol Lukens, Dennis Seitz, Ed Merchant, Steve Gullihier

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

- 1 Public Comment
- 2 Approve minutes of previous meeting(s) (02/14/2024) and 05/08/2024).
- 3 Update and discussion regarding 2025 CIP Projects Including: FBO/Terminal Rehabilitation, Runway 5/23 Rehabilitation, Apron Rehabilitation - Kemper/Chmiel.
- 4 Discussion and possible action regarding request for funding for FBO/Terminal Amenities not covered by FAA Funding- Chmiel/Kemper.
- 5 Discussion and possible action regarding construction of 85' x 75' hangar on south east corner of airport apron by Wausau Flying Service
- 6 Review Airport Manager Report - Chmiel
- 7 Review Airport Budget Status - Groat

Adjournment

Lisa Rasmussen, Chair

**IMPORTANT: FOUR (4) MEMBERS NEEDED FOR A QUORUM:** If you are unable to attend the meeting, please notify by calling (715) 261-6616 or via email [kody.hart2@ci.wausau.wi.us](mailto:kody.hart2@ci.wausau.wi.us)

This Notice was posted at City Hall and transmitted to the Daily Herald newsroom on 10/07/2024 @ 12:00 P.M.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (715) 261-6620 or email [clerk@ci.wausau.wi.us](mailto:clerk@ci.wausau.wi.us) at least 48 hours prior to the scheduled meeting or event to request an accommodation.

## **AIRPORT COMMITTEE**

Date and Time: Wednesday, February 14, 2024 @ 6:00 P.M., Wausau Downtown Airport

Members Present: Lisa Rasmussen (C), Doug Diny (VC), Lou Larson, Carol Lukens, Pat Peckham, Dennis Seitz

Members Absent: Ed Merchant

Others Present: Tegan Troutner, John Chmiel, Karl Kemper, Jennifer Rauscher

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 6:00 P.M.

### **Consider minutes of previous meeting, December 13, 2023**

Motion by Peckham, seconded by Diny, to approve the minutes. Motion carried 6-0.

### **Presentation by Learn Build Fly: Past and upcoming community activities hosted by WFS, EAA 640 and Learn Build Fly.**

Jennifer Rauscher of Learn Build Fly presented on the organization. Discussion was held. No action was taken.

### **Discussion and possible action regarding the renewal of Lease Agreement for Radtke Park and Grace Park with the City of Schofield.**

Peckham questioned who does the annual inspection as outlined in the agreement. It was stated airport staff have been making these inspections and broad language in the agreement means the city can designate a person to conduct the inspection.

Motion by Larson, seconded by Diny, to approve the renewal. Motion carried 6-0.

### **Discussion and possible action regarding installation of LBF parking area.**

Diny questioned if this installation would hamper stormwater collection in the area. It was stated there was no concern.

Rasmussen questioned if there were utility easements which may interfere with the installation. It was stated this would be checked on regarding where lease limits are laid. Rasmussen stated support contingent on that review.

*Without objection*, action was held on this agenda item until research has been completed on easements and utilities.

### **Update Regarding FAA/BOA Funding Process for Future CIP - Chmiel/Kemper**

Rasmussen questioned if more precise direction on eligibility and justification for funding would eliminate the hold up on funding these projects. It was stated this was the hope, but the city would have to wait to see the outcome. Rasmussen questioned if any projects are being held up or can be started. It was stated the design project for runway 523 was on hold due to this issue, the terminal renovations project, and apron reconstruction is still under consideration for funding. It was also stated the runway 1331 rehabilitation project funding has been postponed a year due to the discretionary candidate list.

### **Update Regarding Hangar #3 Door Replacement Project - Kemper.**

Diny questioned if the warm weather helped alleviate the need for using the door. It was stated the door is being used as little as possible to preserve the life use.

### **Review Airport Manager Report - Chmiel.**

*Report placed on file.*

### **Review Airport Budget Status - Groat.**

*Without objection*, this item was held for the next meeting.

### **Adjournment**

Motion by Diny, second by Seitz, to adjourn the meeting. Motion carried. Meeting adjourned at 6:52 p.m.

## **AIRPORT COMMITTEE**

Date and Time: Wednesday, May 8, 2024 @ 6:00 P.M., Wausau Downtown Airport

Members Present: Lisa Rasmussen (C), Lou Larson (VC), Micheal Martens, Carol Lukens, Dennis Seitz

Members Absent: Ed Merchant, Steve Gullihier

Others Present: Tegan Troutner, John Chmiel, Karl Kemper, Mayor Diny

Noting the presence of a quorum John Chmiel called the meeting to order at 6:00 P.M.

### **Elect Chairperson and Vice Chairperson for the 2024-2026 term of the Airport Committee.**

Nominations for Chairperson were opened.

Larson nominated Lisa Rasmussen. Rasmussen accepted the nomination.

*Without objection*, nominations were closed and a unanimous ballot was cast for Rasmussen to be the Chairperson for the 2024-2026 term of the Airport Committee. Motion carried 5-0.

Nominations for Vice Chairperson were opened.

Lukens nominated Lou Larson. Larson accepted the nomination.

Motion by Lukens, seconded by Seitz, to close nominations and cast a unanimous ballot for Larson to be the Vice Chairperson for the 2024-2026 term of the Airport Committee. Motion carried 5-0.

### **Establish regular meeting date and time for the 2024-2026 term of the Airport Committee.**

Rasmussen stated that historically the committee met on the second Wednesday of the month of every other month, excluding summer, and asked if that worked for the rest of the committee.

Larson stated that Wednesdays worked for members of the Common Council.

*Without objection*, the regular meeting date interval will remain the same and meeting times will be 5:30pm.

### **Discussion and possible action regarding installation of LBF parking area**

*Without objection*, this item was held for a future agenda.

### **Discussion and Possible Action Regarding Airport CIP Requests for 2025-2029 - Chmiel/Kemper**

Rasmussen questioned how long it had taken for the terminal rehabilitation project to begin. It was stated it had been 4 years of attempting to secure funding. Rasmussen further questioned if projects were bid too late, what would be the consequence. It was stated that generally the concrete companies have been able to schedule projects to make the construction season window.

Seitz questioned the grading on aprons and runways. The process for the grading was discussed.

Rasmussen questioned the timeline for funding and if the city is in danger of losing funding to other airports in the future. It was stated firmer communication with funding officials was taking place.

### **Review Airport Manager Report - Chmiel.**

*Report placed on file.*

### **Review Airport Budget Status - Groat.**

*Without objection*, this item was held for the next meeting.

### **Adjournment**

Motion by Lukens, second by Seitz, to adjourn the meeting. Motion carried. Meeting adjourned at 6:23 p.m.

**AIRPORT MANAGER'S REPORT**  
**May 2024**

**A. FUEL SALES April 2024**

Fuel Type	2018	2019	2020	2021	2022	2023	2024	2023/2024 4 % Change
<b>92 OCT Auto</b>	213	242	205	219	272	154	176	14
<b>100LL</b>	3076	3486	3004	2644	2295	3710	5130	38
<b>Jet A</b>	14670	16441	16115	22472	26226	16229	26228	62
<b>Monthly Totals</b>	17959	20169	19324	25335	28793	20093	31534	57

**B. YEAR TO DATE FUEL TOTALS through April 2024**

2019	2020	2021	2022	2023	2024	2023/2024 % Change
152,449	142,958	209,381	214,482	204,009	202,078	-0.9

**C. AIRCRAFT RENTALS through April 2024**

Month	2018	2019	2020	2021	2022	2023	2024	2023/2024 % Change
<b>January</b>	42.5	57.8	23.0	67.6	110.0	40.3	63.5	57.6
<b>February</b>	27.4	45.0	65.5	47.0	99.3	126.7	187.5	48.0
<b>March</b>	54.3	45.9	34.1	80.3	114.2	137.2	117.6	-14.3
<b>April</b>	49.9	67.3	0.0	139.3	111.9	169.4	120.4	-28.9
<b>May</b>	65.1	101.3	104.8	140.8	190.8	312.9	212.9	-32.0
<b>June</b>	88.5	150.3	173.6	173.0	225.6	315.0	260.8	-17.2
<b>July</b>	93.2	221.8	199.7	229.9	225.7	318.2	289.1	-9.1
<b>August</b>	144.0	183.2	229.4	160.1	237.9	370.8	294.9	-20.5
<b>September</b>	75.9	118.0	187.9	186.3	181.5	273.1	324.9	19.0

<b>October</b>	67.8	93.3	144.3	124.5	144.8	248.4	0.0	-100.0
<b>November</b>	58.4	94.3	126.7	100.2	99.2	183.7	0.0	-100.0
<b>December</b>	33.8	50.0	133.3	80.6	80.2	160.7	0.0	-100.0
<b>Year-To-Date</b>	<b>640.8</b>	<b>990.6</b>	<b>1018.0</b>	<b>1224.3</b>	<b>1496.9</b>	<b>2063.6</b>	<b>1871.6</b>	<b>-9.3</b>

#### **D. AIRPORT OPERATIONS**

Wausau Based Aircraft: 78  
Unregistered or unairworthy Aircraft: 8  
Total Wausau Based Aircraft: 70

#### **Some of the Companies Recently Benefiting from Use of the Wausau Downtown Airport**

LPS Equipment	Incredible Bank
Vortex Tool	Wausau Supply Company
Marshfield Clinic/Spirit 2	Life Link
Hilton	Medevac
Cardinal Glass	Enterprise Rental Car
Clark Industries	Aspirus
Ministry Health Care	Guardian Flight
Vortec Tool	Wausau Supply
Guardian Medical	Uber
Mayo Clinic	North Central Technical College
U.W. Health Care	Lee's Famous Recipe
All American Taxi	Kocourek Automotive
Log Cabin	Eagle's Nest
CTech Manufacturing	Ascension Hospital
Wood Trust	Merrill Iron & Steel
The Hilton	State of WI Gov. Evers
DeJong Consulting	Lewis Construction
Eagle Sky Patrol	Jefferson Street Inn
Jack Links	A&A Restaurant
Northwest Petroleum	Incredible Bank
Peterson & Matz	Greenheck Fan Co.
BBJ Investments LLC	Sulzer Machining
McNeill Transportation	The Mint
Life Link	L&S Electric
Granite Peak Ski	Greenheck/Turner Center
Sconni's	Marriott

#### **E. AIRPORT MAINTENANCE**

Lighting Systems: All OK  
Vehicles: All OK  
Snow Removal: All OK  
Buildings: Corporate Hangar #2 roof scheduled for replacement November

SRE BUILDING – All OK

TERMINAL BUILDING – Moving out process is started

CIVIL AIR PATROL OFFICES – Using this area to store FBO/Terminal items

SECURITY GATE SYSTEM – working now, but struck by lightening over summer

## F. HANGAR TENANT CONCERNS

### CORPORATE HANGAR ACTIVITY

Locally Based Aircraft using corporate hangar space: 2 jet, 2 turbine, 7 singles

T-HANGARS – 100 % occupancy 12 aircraft owners on waiting list

PRIVATE HANGARS - Jones hangar beginning construction soon in East Hangar Development Area

CITY HANGARS – WFS moving into offices in hangar 4 over the winter

SRE BUILDING - No issues

## G. AIRPORT PROMOTION

- **Wausau Airshow June 21/22Weekend 2024** will included both a day and night airshow but weather forced a minimal show for 2024.Plans for 2025 are currently underway and will include The US Army Golden Knights.
- **Wausau was start/finish for the AirVenture Cup Race for the third consecutive year in 2024!!**  
There were 80+ race participants aircraft and their crews stayed in Wausau Friday through Sunday at the Jefferson where they also had their banquet and they were very happy with the accommodations. The AirVenture Cup is returning again in 2025 with a round robin course from Wausau.
- Wausau had one Wisconsin Flying Hamburger Socials in 2024. We served close to 200 + people with 25+ aircraft attending over the evenings. Wausau Flying Service sponsored the August event.
- (4) Pilot For A Day programs were scheduled for summer 2024 with over 120 participants
- Air Cadet Day 2023/2024 Aviation 101 has (14) high school students enrolled. Aviation 101 is a partnership between the Wausau School District, Wausau Flying Service and Learn Build Fly. The Lewitzke Foundation has funded a portion of the program through 2025 for up to 20 students annually.
- “Learn, Build, Fly” has completed about 90% of their current Buttercup airplane project.
- EAA Chapter 640/Learn Build Fly’s big event was “Armed Forces Day” at the Learn Build Fly Education Center at the Wausau Downtown Airport in May! The event will included Young Eagle Flights, military fly-overs, and Black Hawk helicopter display. For more details visit [LearnBuildFly.org](http://LearnBuildFly.org)