

## **Notice of Meeting for The Baraboo-Wisconsin Dells Regional Airport Commission**

**Date and Time:** **Friday, November 5, 2021 at 10:00AM**  
**Location:** Baraboo City Hall, Room 205, 101 South Blvd., Baraboo, WI  
**Commissioners Noticed:** Rob Nelson and Tom Diehl  
**Others Noticed:** Casey Bradley, Kay Mackesey, Village of Lake Delton, Media, Bill Murphy, Joe Canepa, John Webb, Richard Cross, Bureau of Aeronautics (Kimm Kaarto), Kathleen Thurow

This meeting is open to the public. With the health concerns regarding COVID-19, the City requires anyone appearing in person to wear a mask and practice social distancing.

1. **CALL MEETING TO ORDER**
  - A. Roll Call of Membership
  - B. Note Compliance with the Open Meeting Law
  - C. Approval of minutes from April 30, 2021
  - D. Approval of the agenda
2. **APPEARANCES/PRESENTATIONS** -None
3. **PUBLIC COMMENT**
4. **ACTION ITEMS**
  - A. Solar Panels
  - B. Grants
  - C. Intergovernmental Agreement
  - D. 2022 Budget
  - E. Amendment of the Fuel System Project Budget
    - Currently \$800,000 amendment to \$803,000 for BOA having to hire a consultant to ensure wage rates and DBE requirements on the project. Local share would be \$600.
5. **INFORMATION ITEMS**
  - A. Report from Airport Manager, Casey Bradley
  - B. Report from FBO Bill Murphy
  - C. Airport Budget Reports and Balance Sheets
  - D. Fuel System Update
  - E. Next meeting date – Date to be determined
6. **ADJOURNMENT**

Posted Agenda 10/21/2021 by D. Griggel

**PLEASE TAKE NOTICE** that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Baraboo City Clerk, 101 South Blvd, Baraboo, WI, or phone 608-355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

**FOR INFORMATION ONLY AND NOT A NOTICE TO PUBLISH**

**Baraboo-Wisconsin Dells Airport Commission****April 30, 2021****1. Call Meeting to Order**

Present: Rob Nelson (Baraboo), Tom Diehl (Village of Lake Delton).  
 Also Present: Casey Bradley (Airport Manager), Bill Murphy (FBO), Marianne Cother, Beth Perche, Zack Hill, Jeff McCarthy, Ben Letendre,

The owner representatives met at the Baraboo Municipal Building, 101 South Blvd, Room 205, Baraboo was open to the public for this meeting.

The meeting was called to order by Nelson at 10:00 AM and roll call was noted of those present by Nelson. Compliance of the Open Meeting Law was noted by Nelson.

**Previous Minutes**

Approval of the meeting minutes of March 19, 2021. A motion was made by Diehl, seconded by Nelson and approved unanimously.

**Approve Agenda**

Moved by Diehl to approve the agenda, seconded by Nelson and carried unanimously.

**2. APPEARANCES/PRESENTATIONS - None****3. PUBLIC COMMENT - None****4. ACTION ITEMS**

- a. Resolution petitioning the Secretary of Transportation for Airport Improvements, motion by Diehl second by Nelson to approve the petition as presented and submit upon receipt of the Village of Lake Delton's support resolution, motion carried unanimously.
- b. Agency Agreement and Federal Block Grant Owner Assurances, motion by Nelson seconded by Diehl to approve the agreement as presented and submit upon receipt of the Village of Lake Delton's support resolution, motion carried unanimously.
- c. Alliant Energy Solar Facility Proposal. Marianne Cother and Beth Perche representing Powered Up Baraboo voiced their support for the project. Zach Hill and Jeff McCarthy from Alliant Energy discussed the details of the proposed project. Ben Letendre voiced his objections to the proposed location. After discussion Nelson made a motion, seconded by Diehl, to have Alliant to evaluate the Southeast area of the Airport and bring back a proposal in that area, motion carried unanimously.
- d. David Sonntag request for airport use for ultralight (after hours use), motion by Nelson, seconded by Diehl, to all access afterhours just notify Bill Murphy of when he will be out there and carry an aviation radio when flying, motion carried unanimously.
- e. Transfer of Lot 46- Waterman/Fly Away Home motion by Nelson, seconded by Diehl, to approve the lease modification as requested, motion carried unanimously.
- f. Transfer of Lot 40- Dream Kitchens, motion by Diehl, seconded by Nelson, to approve the new lease, motion carried unanimously.

**INFORMATION ITEMS**

- A. Report from Airport Manager, Casey Bradley-No additional report.
- B. Report from FBO Bill Murphy No report.

C. Fuel System- update was given

D. Next meeting date – May 27, 2021 10:00am

**Adjournment:** motion by Diehl and seconded by Nelson and unanimously approved to adjourn at 11:25 AM.

City of Baraboo  
 Airport Fund 630  
 Balance Sheets

September 30, 2021 and December 31, 2020

<b>Assets:</b>	<b>September 30, 2021</b>	<b>December 31, 2020</b>
<b>Current Assets:</b>		
Cash	\$ 139,915.03	\$ 21,025.93
Accounts Receivable	659.25	757.09
Due from State	-	59,285.44
Prepaid Expenses	-	11,040.94
Advance to Airport Capital Fd	-	-
<b>Total Current Assets</b>	140,574.28	92,109.40
<b>Total Assets</b>	\$ 140,574.28	\$ 92,109.40
 <b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ -	\$ 1,639.78
Deferred Revenue	-	759.68
Def Revenue-Expenditure Grant	-	59,285.44
Advance from General	-	-
<b>Total Liabilities</b>	-	61,684.90
 <b>Fund Equity:</b>		
Fund Balance	19,383.56	(3,846.46)
Non-Spendable Prepaid Expenses	11,040.94	11,040.94
Net Revenues/(Expenditures)	110,149.78	23,230.02
<b>Total Fund Equity</b>	140,574.28	30,424.50
<b>Total Liabilities and Fund Equity</b>	\$ 140,574.28	\$ 92,109.40

City of Baraboo  
 Airport Fund 630

Income Statement with Comparison to Budget  
 For The Nine Months Ending September 30, 2021

Revenues:	Current Month	Year to Date	Budget	Percentage of Budget
Federal Transportation Grant	\$ -	\$ -	\$ 190,000.00	-
Federal Trans Grant - CARES	\$ -	\$ 69,000.00	\$ -	-
Local Transportation Aid	-	-	-	-
Gas Sales	1,368.05	8,474.18	6,500.00	130.37
Landing Fee	-	-	4,665.00	-
Appropriations_County	-	8,200.00	8,200.00	100.00
Appropriations- City	-	40,000.00	40,000.00	100.00
Appropriations-Lake Delton	-	40,000.00	40,000.00	100.00
Interest on Investments	29.14	181.78	140.00	129.84
Rents and Leases	1,767.66	15,502.36	18,000.00	86.12
Ag Land Rental	4,750.00	9,500.00	9,500.00	100.00
Hangar Lot Lease	-	27,422.67	27,244.00	100.66
Hangar Keeper Fee	-	-	-	-
Hangar rental	-	-	-	-
Sale of Assets	-	-	-	-
Insurance Recoveries	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
Miscellaneous Income	-	66.18	-	-
Proceeds from Notes	-	-	-	-
Fund Balance Applied	-	-	-	-
<b>Total Revenues</b>	<b>\$ 7,914.85</b>	<b>\$ 218,347.17</b>	<b>\$ 344,249.00</b>	<b>63.43</b>
<b>Expenditures:</b>				
<i><b>Airport - Airport - Airport</b></i>				
Wages	\$ 974.00	\$ 7,201.20	\$ 9,600.00	75.01
Social Security	69.59	689.34	713.00	96.68
Retirement	79.37	775.20	780.00	99.38
Health Insurance	302.62	2,320.51	1,624.00	<b>142.89</b>
Life Insurance	-	-	5.00	-
Income Continuation	-	-	-	-
Contracted Services	3,535.00	31,815.00	42,420.00	75.00
Publishing	-	24.99	40.00	62.48
Professional Services	-	5,686.02	212,200.00	2.68
Telephone	0.08	508.97	700.00	72.71
Electricity	448.51	4,106.61	7,000.00	58.67
Heat	14.22	658.59	2,000.00	32.93
Repair & Maint Serv-Equipment	-	11,450.08	8,968.00	<b>127.68</b>
Fuel Station Maintenance	-	4,343.81	3,000.00	<b>144.79</b>
Repair & Maint Serv-Buildings	-	543.98	1,200.00	45.33
Special Services	-	2,000.00	2,000.00	100.00

DOT Maintenance Agreement	-	-	-	<b>6 of 9</b>	-
Repair & Maint Serv-Facilities	-	2,407.76	2,500.00		96.31

## Airport Fund 630

## Income Statement with Comparison to Budget (Continued)

For The Nine Months Ending September 30, 2021

Expenditures (Continued):	Current Month	Year to Date	Budget	Percentage of Budget
<b><i>Airport - Airport - Airport (Continued)</i></b>				
Snow Removal & Mowing	-	-	-	-
Lighting Repairs	-	406.25	400.00	101.56
Runway & Taxi Repairs	-	10,000.00	10,000.00	100.00
Road Repair	-	-	-	-
Other Contracted Services	-	-	-	-
Office Supplies	4.41	65.89	50.00	131.78
Publications. Training. Dues	-	-	240.00	-
Travel	-	-	60.00	-
Operating Supplies	-	5,161.53	7,500.00	68.82
Gas. Diesel. Oil. Grease	409.07	3,461.92	4,800.00	72.12
Repair & Maint Materials	-	892.75	750.00	119.03
Repair & Maint - Buildings	-	-	499.00	-
Other Supplies & Expense	-	-	-	-
Small Equipment Purchase	-	799.99	500.00	160.00
Insurance	-	12,877.00	9,700.00	132.75
Rents and Leases	-	-	-	-
Extraordinary Expense	-	-	-	-
Equipment Purchases	-	-	5,000.00	-
Land or Land Improvements	-	-	10,000.00	-
Building Improvements	-	-	-	-
Facilities Improvements	-	-	-	-
Equipment Replacement	-	-	-	-
Cost Allocation	-	-	-	-
<b><i>Total Airport - Airport - Airport</i></b>	<b>\$ 5,836.87</b>	<b>\$ 108,197.39</b>	<b>\$ 344,249.00</b>	<b>31.43</b>
<b>Total Expenditures</b>	<b>\$ 5,836.87</b>	<b>\$ 108,197.39</b>	<b>\$ 344,249.00</b>	<b>31.43</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ 2,077.98</b>	<b>\$ 110,149.78</b>	<b>\$ -</b>	

City of Baraboo  
 Airport Capital Imprvmnt Fund Fund 632  
 Balance Sheets  
 September 30, 2021 and December 31, 2020

<b>Assets:</b>	<u>September 30, 2021</u>	<u>December 31, 2020</u>
<b>Current Assets:</b>		
Cash	\$ 100,017.52	\$ 114,859.37
Due from State	13,568.02	13,568.02
Due from Other Cities. Village	-	-
<b>Total Current Assets</b>	<u>113,585.54</u>	<u>128,427.39</u>
<b>Total Assets</b>	<u><u>\$ 113,585.54</u></u>	<u><u>\$ 128,427.39</u></u>
 <b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ -	\$ 21,472.61
Due to State	-	-
Advance from Airport Operating	-	-
<b>Total Liabilities</b>	<u>-</u>	<u>21,472.61</u>
 <b>Fund Equity:</b>		
Fund Balance	106,954.78	116,124.27
Net Revenues/(Expenditures)	6,630.76	(9,169.49)
<b>Total Fund Equity</b>	<u>113,585.54</u>	<u>106,954.78</u>
<b>Total Liabilities and Fund Equity</b>	<u><u>\$ 113,585.54</u></u>	<u><u>\$ 128,427.39</u></u>



**Airport Capital Imprvmnt Fund Fund 632**  
**Income Statement with Comparison to Budget**  
**For The Nine Months Ending September 30, 2021**

<b>Revenues:</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Budget</b>	<b>Percentage of Budget</b>
Federal Transportation Grant	\$ -	\$ -	\$ 692,210.00	-
Local Transportation Aid	-	-	69,000.00	-
Appropriations	-	-	-	-
Appropriations- City	-	-	-	-
Appropriations-Lake Delton	-	-	-	-
Interest on Investments	20.83	181.94	-	-
Sale of Assets	-	-	-	-
Insurance Recoveries	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
Fund Balance Applied	-	-	107,790.00	-
<b>Total Revenues</b>	<b>\$ 20.83</b>	<b>\$ 181.94</b>	<b>\$ 869,000.00</b>	<b>0.02</b>
 <b>Expenditures:</b>				
<i><b>Airport Capital Imprvmnt Fund - Interest on Notes</b></i>				
Interest	-	-	-	-
<b>Total Airport Capital Imprvmnt Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
 <i><b>Airport Capital Imprvmnt Fund - Capital Losses</b></i>				
Other Supplies & Expense	-	-	-	-
<b>Total Airport Capital Imprvmnt Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
 <i><b>Airport Capital Imprvmnt Fund - Airport - Airport</b></i>				
Wages	-	-	-	-
Social Security	-	-	-	-
Retirement	-	-	-	-
Health Insurance	-	-	-	-
Equipment Purchases	-	-	-	-
Land or Land Improvements	-	-	-	-
Building Improvements	-	-	-	-
Facilities Improvements	-	(6,448.82)	869,000.00	(0.74)
Facilities Improvements-Contra	-	-	-	-
<b>Total Airport Capital Imprvmnt Fund</b>	<b>\$ -</b>	<b>\$ (6,448.82)</b>	<b>\$ 869,000.00</b>	<b>(0.74)</b>
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ (6,448.82)</b>	<b>\$ 869,000.00</b>	<b>(0.74)</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ 20.83</b>	<b>\$ 6,630.76</b>	<b>\$ -</b>	