

# SHEBOYGAN COUNTY

**Charles W. Mayer, Manager**  
*Sheboygan County Airport Department*

January 29, 2009

Honorable Members of the Sheboygan County  
Board of Supervisors, Mr. Michael Vandersteen,  
Chair and Mr. Adam Payne, County Administrator

On behalf of the Sheboygan County Transportation Committee and staff of the Sheboygan County Airport Department, I am pleased to submit the 2008 annual report for the Sheboygan County Airport Department.

Under the direction of the County Administrator and the Transportation Committee, the Airport Department continues its infrastructure improvements and the enhancement and implementation of long-range project planning which allows the airport to qualify for project funding aids under the Federal Aviation Trust Fund which offset 80% to 97.5% of capital project costs.

The Airport Department had initiated the runway 3/21 extension in 2006, with completion scheduled for 2009. This project has received \$2 million in funding under FY 2006 DOT spending bill, \$2.1 million under FY 2007 and \$3.4 million in 2008 to complete the project.

Airport fuel flowage revenues have declined slightly in 2008, due to the economic downturn which began to escalate during the end of 2008. It is anticipated that the poor economy may continue to push Airport revenues down in 2009.

County Officials continue to work diligently with Morgan Aircraft representatives in an effort to create the necessary airport infrastructure that will allow Morgan Aircraft to develop a major manufacturing facility at the airport.

In concert with the continued growth and development of infrastructure which the airport is experiencing, please note that the County Airport Department staff are meeting the challenge of providing the required degree of support services necessary to maintain an efficient and safe airport operation environment.

Thanks to your concern and unwavering support, our airport continues to play a vital role and is an integral part of the economic support infrastructure upon which our local businesses and industries rely upon for access to global markets.

Respectfully submitted,

Charles W. Mayer, Manager  
Sheboygan County Airport Department

CWM/ag

# 2008 Annual Report

## Sheboygan County Airport Department

### **MISSION STATEMENT:**

The Sheboygan County Airport Department will provide outstanding airport support services, leadership, planning, and development so as to provide a safe, modern, and efficient transportation facility for our citizens, air travelers, airport tenants, and clientele.

### **SUMMARY OF RESPONSIBILITIES:**

The Sheboygan County Airport Department is responsible for the development , maintenance, and operation of the airports 1,094 acre airside and landside infrastructure.

The Airport Department is responsible for administering Sheboygan County Code of Ordinance Chapters 61 – 64 which relate to Airport Minimum Standards and Safety.

The Airport Departments three person staff are responsible for keeping this transportation facility operational and are also required to respond to airport incidents, emergencies and other airport related situations 24 hours a day, 365 days a year.

### **GOALS/OBJECTIVES ACHIEVED IN 2008:**

**Meadowlark Road Relocation (County Capital Project #272)** – As part of the runway 21 extension project completed in October.

**Runway 21 Site Grading (County Capital Project #272)** – As part of the runway 21 extension project, completed in October.

**Runway 21 Extension** – 2009 paving project awarded to LaLonde Contractors, Inc. Milwaukee.

**Successfully petitioned the WI Bureau of Aeronautics for qualification of the following projects for State and Federal Airport Improvement Aid:**

- 1) Reconstruction/Strengthening of Runway 13/31 & Parallel Taxiways (Sheboygan County Capital Project 280)
- 2) Replace/Rehabilitate Lighting on Runway 13/31 & Parallel Taxiways (Sheboygan County Capital Project 280)
- 3) Reconstruction/Strengthening of Taxiway A & F (Sheboygan County Capital Project 280)
- 4) Reconstruct Existing Asphalt Apron/Ramp Area (Sheboygan County Capital Project 280)
- 5) Construct New Terminal Development Area (North-Central Quadrant Area) (Sheboygan County Capital Project 282)
- 6) Procurement of SRE (Snow Removal Equipment)

**GOALS/OBJECTIVES ACHIEVED IN 2008 continued:**

- 7) Airport Layout Plan Update.
  - 8) Height Limitation Zoning Map/Ordinance Update
  - 9) Any Other Necessary Related Work For Above Referenced Items
- Approved by WBOA 4-23-08

**Successfully petitioned Bay Lakes Regional Planning Commission for Amending the 2015 Metropolitan Sewer Service Boundary Area** – This will allow municipal sewer to be extended to the Airport, approved by WDNR 7-22-08.

**Completion of a 2007 Airport Economic Impact Study through the WI Bureau of Aeronautics**– Issued 10-21-08

**Decommissioning of the Airports Non-Directional Beacon (NDB) NAV-AID site** – Budgetary cost savings.

**Obstruction Lighting Project (Sheboygan County Capital Project 278)** – West of Runway 13/31 at electric transmission towers site, completed in November.

**Airport Land Acquisition of a 33 acre parcel and 9.2 acre parcel as part of the Runway 21 Extension Project.**

**Completion of Preliminary Site Preparation for North Industrial Development Area (Sheboygan County Capital Project 282)**

Note: Portion of site grading and access completed by County Highway Department in December. Morgan Aircraft to begin construction in March for an \$18 million office/hangar facility.

Please note that over the past fifteen years, the County Resource Committee and now the Transportation Committee (April 2002) have overseen a very thorough process of Airport Master Planning Study updates, Economic and Environmental Impact studies for a multitude of recommended Airport expansion projects.

The year 2008 was a continuation of phased capital project implementation, which initially commenced in 2000.

**The Airport Department is overseeing the plan/spec development for such future projects as:**

- ➔ Runway 13/31, Taxiways & Apron Reconstruction (2009 > 2012)
- ➔ North Terminal/Industrial Area Development Project (2009 > 2013)
- ➔ Sewer Service to Airport (2010 > 2011)

The Sheboygan County Airport Department had enumerated the above-referenced capital projects via the County 2008 Five Year Capital Projects Plan, (Resolution No. 17 – 2008/2009).

Funding for all airside projects delineated under the five year capital plan, will ultimately qualify and

be eligible for funding assistance from the WI Bureau of Aeronautics and the FAA. These funds typically cover 80% of project costs. Also, some projects will qualify for Federal Entitlement Funds, which cover 97.5% of project costs, thereby leaving Sheboygan County obligated to cover only 2.5% to 20% of project costs. Note: Funding source for capital project 284 – sewer service to Airport, has yet to be determined.

All Airport management, project planning and coordination, funding initiatives, daily ground operations, snow removal, etc. are handled by the Airport Department's three full time staff.

In addition to the diverse daily workload required by Airport management of the 1,094 acre Airport facility to ensure a safe operational environment for the public, the Airport Department was also involved in the following activities:

- Wings and Wheels public event (June 17)
- T-28 Clinic – July 23 > 28
- County Employee Appreciation Picnic – August 7
- Maywood Earth Ride – September 20
- Airport Manager, Executive Member of Wisconsin Airport Managers Association (WAMA), member of the American Association of Airport Executives (AAAE), member of Aircraft Owners and Pilots Association (AOPA) and member of Experimental Aircraft Association (EAA).
- Smart Growth Study Committee for Town of Sheboygan Falls.
- WIS 23 Freeway Designation and Corridor Preservation Study
- Addresses to local civic groups.
- Continuing efforts and programs to enhance solid public/business relations with Airport tenants, local municipalities, State and federal agencies.

### **2008 Airport Department Operational Budget Status:**

The approved 2008 budget was \$445,213, while the actual expense totaled \$445,528.

The 2008 levy appropriation was \$262,806.

2008 budgeted revenue was \$182,407, while 2008 actual revenue totaled \$181,236.

For the 2009 budget, the Airport Department met the initial target reduction for its operational expenses, which resulted in a tax levy of \$241,362 (compared to the 2008 tax levy of \$262,806). However, an additional tax levy amount of \$50,686 was allowed for the purchase of grounds maintenance vehicles and equipment. The final 2009 operating budget for the Airport Department is \$633,970, with revenues projected at \$341,922 and a tax levy of \$292,048.

### **AIRPORT DEPARTMENT ISSUES, CONCERNS OR CONSTRAINTS:**

The Airport is continuing to realize expansion of its infrastructure by the lengthening of its four runways, creation of new industrial hangar areas and additional land acquisitions resulting in the relocation of adjacent town and county trunk roads.

The Airport Department has maintained a very lean table of organization consisting of three full time positions and continues to absorb the additional work load of responsibilities associated with the growth of infrastructure.

It is becoming more difficult to provide the required level of services and there is a growing concern regarding the mechanical condition and reliability of the Airport Departments fleet of aging vehicles used for winter snow-plowing/removal operations.

- (2) 1987 IHC dump/plow truck
- (1) 1992 Ford dump/plow truck
- (1) 1986 loader
- (1) 1992 Oshkosh snow blower

In order to meet these growing demands and maintain a safe operations environment, the Airport Department will need to phase in the replacement of its aging fleet of vehicles; add special purpose Airport vehicles to its fleet; look at acceptable options for increasing manpower and look into shared services from within County government agencies.

### **FUTURE GOALS AND OBJECTIVES FOR 2009:**

The Airport Department is responsible for overseeing programming, plan/spec formulation, and construction of the following projects:

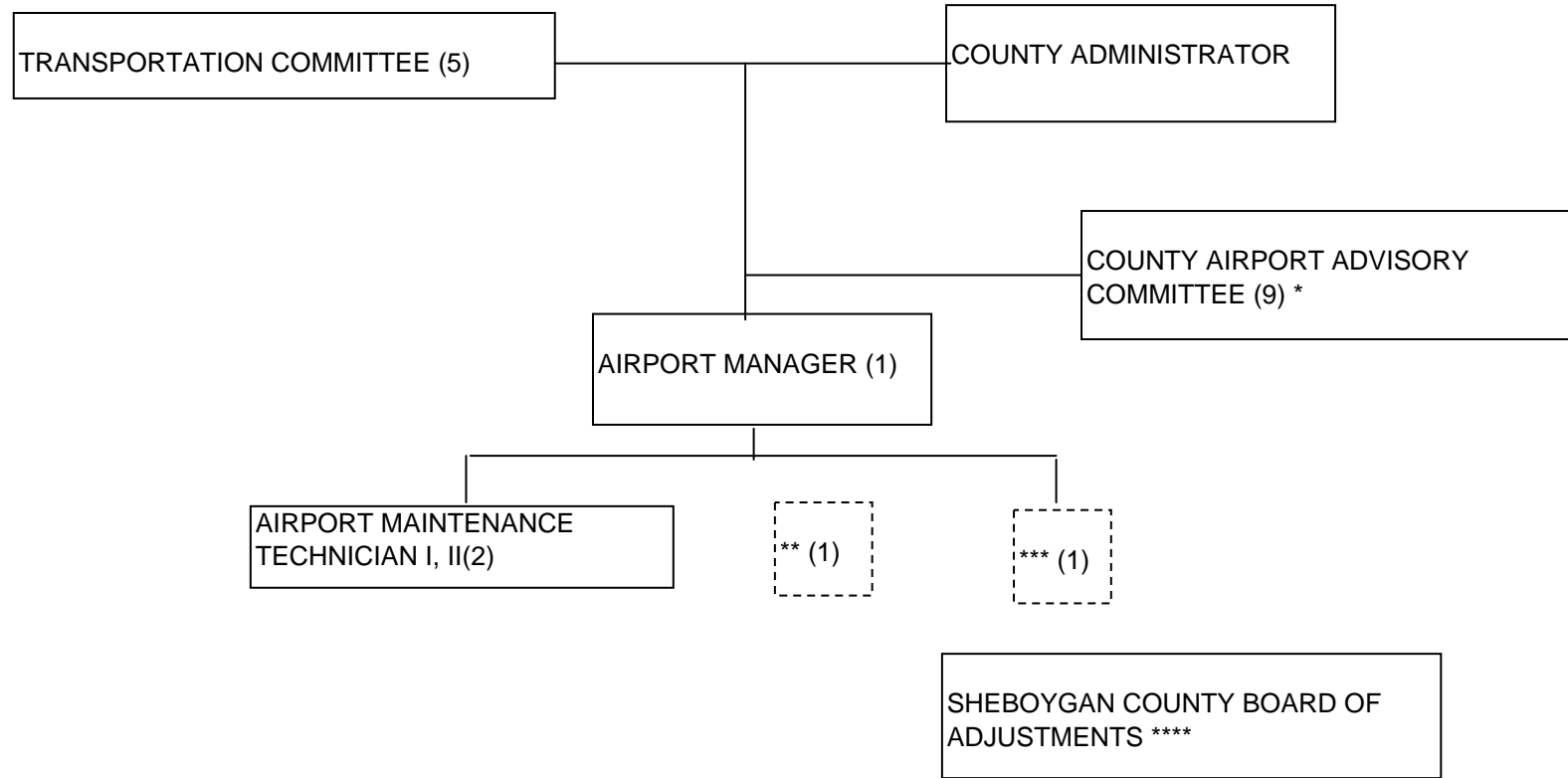
- Runway 21 Extension (Capital Project 272)
- Reconstruction of Taxiway A & R (Capital Project 280)
- Phased Development – North Industrial Hangar Area – 2009 > 2010 (Capital Project 282)
- Phased Development – Reconstruction of Runway 13/31, Associated Taxiways and Ramp Areas – 2009 > 2013
- 19 Acre Wetland Mitigation Site (Abler/Schneiter parcel – Town of Greenbush) Develop and Maintain for 10 years.

The Airport Department will continue to work diligently with Morgan Aircraft Representatives in an effort to assure that appropriate infrastructure can be put in place at the Airport, which will then allow for Morgan Aircraft to build a manufacturing facility.

The Airport Department will continue its planning and implementation of projects defined in the Airport Master Plan, in addition to providing for and improving the caliber of daily support services, as defined in its Mission Statement.

4/27/2009

## SHEBOYGAN COUNTY AIRPORT



**SPECIAL NOTE:**

\*COMMITTEE CREATED PURSUANT TO CH.65.01 - NO PER DIEM OR MILEAGE

\*\*PRIVATE SECTOR CONTRACT MAINTENANCE SERVICES GROUP

\*\*\*SECRETARIAL SUPPORT PERSON FROM HIGHWAY DEPARTMENT

\*\*\*\*REQUIRED PURSUANT TO AIRPORT ORD. CH.63.10(b) - PAID PER DIEM AND MILEAGE

---- NOT PART OF AIRPORT DEPARTMENT TABLE OF ORGANIZATION