

**PUBLIC COMMENTS AND / OR
AIRPORT MASTER PLAN REFERENCES
AT AIRPORT COMMISSION MEETINGS SINCE 2016**

**MIDDLETON AIRPORT COMMISSION
Monday January 4, 2016 5:00 p.m.**

Opportunity for Public Comment

- Jeff Russell, a pilot with an aircraft based at the airport, said he is concerned that the transmission lines ATC is planning to erect west of the airport will raise the minimum instrument approach by 70 feet. He said he has heard that ATC has already ordered the towers even though it is probable that FAA will determine some of them to be a potential hazard to aviation.

Agenda items included (Note: This compilation only lists items with potential public interest)

- FAA notification regarding tree encroachment into runway approach surfaces
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**MIDDLETON AIRPORT COMMISSION
Monday February 8, 2016 5:00 p.m.**

Opportunity for Public Comment

No public comment.

Agenda items included:

- Capital Flight (Hofeldt) hangar plans for Lot 41, 8264 Airport Road
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**MIDDLETON AIRPORT COMMISSION
Monday March 14, 2016 5:00 p.m.**

Opportunity for Public Comment

No public comment.

Agenda items included:

- ATC Transmission Line Project west of airport
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**MIDDLETON AIRPORT COMMISSION
Monday April 11, 2016 5:00 p.m.**

Opportunity for Public Comment

No public comment.

Agenda items included:

- Potential impact of ATC Transmission Line project on airport operations
- Revisions to Transportation Element of City's Comprehensive Plan

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday April 25, 2016 5:00 p.m.

Opportunity for Public Comment

No public comment.

Agenda items included:

- Revisions to Transportation Element of City's Comprehensive Plan
-

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday May 9, 2016 5:00 p.m.

Opportunity for Public Comment

No public comment.

Agenda items included:

Nothing of particular public interest.

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday June 13, 2016 5:00 p.m.

Opportunity for Public Comment

No public comment.

Agenda items included:

Nothing of particular public interest.

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday July 11, 2016 5:00 p.m.

Opportunity for Public Comment

- Debbie Maier, airport office manager, said she feels that the prairie and rain garden area near the terminal entrance is an “ugly mess” and doesn’t portray a good image about the airport. She shared research she has done about prairies and rain gardens. She feels that the area is attracting rodents and isn’t being properly maintained. Opitz said he would share these concerns with the public lands department.

Agenda Items included:

- **Allowing deposition of surplus fill from Laser Express development (north of Lexus) onto airport property**
- **Potential use of TIF to help fund preparation of Master Plan**

Excerpt from Minutes:

Opitz reported that, during the course of reviewing the surplus fill matter above, an FAA program manager recommended that the airport update its master plan. This in turn prompted the city administrator to suggest that this planning work may be fundable as a TID #3 project, given that the City’s annual airport entitlement funds are “spoken for” until 2018. Groom summarized the components that the FAA requires in a master plan, and she stated that a typical master plan costs around \$150,000. She noted that there’s a chance that some State funding assistance may be available on a 50/50 cost share basis yet this year because other projects are not progressing as anticipated. Groom also said it may be possible for the City to recoup some of its expenses in the future, although she will check into all this with Mary Strait.

Groom explained that the BOA requires an airport to go through the airport consultant selection process every five years. She said that consultants are typically chosen based on their ability to assist with the work items that are listed in a sponsor’s “airport improvement aid” petition, which also should be updated every five years. Groom said that BOA uses a ranking process that doesn’t factor in cost. Morey advised that the environmental assessment work be authorized at the same time as the master plan work so that there didn’t have to be two funding requests.

Moved by Conhaim/Fey to advise the Common Council to authorize proceeding with a master plan and environmental assessment if City officials determine it is permissible to use TID #3 funding as the Sponsor’s share of the project. **Motion carried** 5-0.

- **Petition to Wisconsin Dept. of Transportation for Airport Improvement Aid**

Excerpt from Minutes:

Groom said she thought the City had a current petition that **could be used for proceeding with the master plan**, in which case no new petition would be necessary. (Subsequent to the meeting, staff confirmed that a petition had been submitted in 2014.)

MINUTES
MIDDLETON AIRPORT COMMISSION
Wednesday August 10, 2016 5:00 p.m.

Opportunity for Public Comment

There was no one present who wished to address the Commission.

Agenda items included:

- **Master Plan**

Excerpt from Minutes:

Opitz reported that the City’s Bureau of Aeronautics project manager, Paula Groom, has confirmed the following:

- 50/50 State funding could be available for a “micro master plan” that evaluates completion of a single project such as a new hangar development or runway extension.
- If the City wants to do a full master plan (as was discussed at the July meeting), then we would have to wait to have available entitlement funds or advance local funds to the BOA for future reimbursement.
- A consultant selection process is necessary because the previous selection occurred over five years ago.

Opitz stated that the Plan Commission on August 9 endorsed the submittal of a capital budget request form to allocate up to \$30,000 of TID#3 funding for the preparation of a micro master plan that evaluates a potential additional hangar development area on the northeast side of the airport. Commission members discussed the concept of a reduced scope master plan, with most indicating support as long as the City is confident that the BOA and FAA will accept the result of such a plan. Brar said he would rather see the airport use its own funds as opposed to TIF. Morey advised that the City save its entitlement funds for runway maintenance and similar projects. Geocariss wondered whether a developer would proceed with developing additional hangar spaces on adjoining land that is currently not airport property. Morey said he believes there’s no way a developer could recoup upfront costs. Commission members also expressed concern that a micro master plan include the environmental assessment component and that the City be able to apply the resulting plan toward a future comprehensive master plan.

Moved by Conhaim/Priebe to support the concept of preparing a master plan focused on a potential hangar expansion area on the northeast side of the airport, and to endorse the capital request form as prepared by staff. **Motion carried 5-0.** (Brar had left the meeting.)

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday October 10, 2016 5:00 p.m.

Opportunity for Public Comment

- Skot Weidemann greeted the Commission and said he was simply present to observe.

Agenda items included:

- **Fixed Base Operations Agreement**
- **Airport Managers Agreement**

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday November 14, 2016 5:00 p.m.

Opportunity for Public Comment

- Greg Williams, owner of Network Engineering Technologies, spoke in support of the City renewing the Fixed Base Operator and Airport Manager agreements with Rich Morey.
- Shane Baker said he is a local pilot who got his training at the airport. He stated that he would like to see continued improvements to the facility and that he supports Matt Hofeldt to become the next FBO.

Agenda items included:

- Fixed Base Operations Agreement
 - Airport Manager's Agreement
 - ATC transmission line west of airport
-

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday February 13, 2017 5:00 p.m.

Opportunity for Public Comment

- Josh Holbrook introduced himself, noting that he's the City's new contact at the Bureau of Aeronautics (he replaced Paula Groom). There was no one else present who wished to address the Commission.

Agenda items included:

- Interest in leasing land for solar array north of Runway 10/28 (Eric Udelhofen)
 - Capital Flight / Cirrus partnership
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MINUTES
MIDDLETON AIRPORT COMMISSION
Monday April 10, 2017 5:00 p.m.

Opportunity for Public Comment

- Robert Owen, Middleton Street, recommended using the Solar Glare Hazardous Analysis tool to evaluate possible safety issues with the proposed solar array project. Morey responded that any project at the airport will require FAA approval, and he shared his observations that solar panels have been installed nearby without creating glare issues for pilots.

Agenda items included:

- Interest in leasing land for solar array north of Runway 10/28 (Eric Udelhofen)
 - Drone regulations
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MINUTES
MIDDLETON AIRPORT COMMISSION
Monday May 22, 2017 5:00 p.m.

Opportunity for Public Comment

There was no one present who wished to address the Commission at this time.

Agenda items included:

- Fixed Base Operations Agreement with Capital Flight LLC
- Revisions to Airport Minimum Standards

- Aircraft operations adjoining Runway 10/28
 - Addition of “Marker Balls” to ATC transmission towers west of airport
-

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday July 10, 2017 5:00 p.m.

Opportunity for Public Comment

- Matt Hofeldt (Capital Flight LLC) invited commission members and the public to participate in Capital Flight’s outing to the Milwaukee Air & Water Show on July 15 and their summer appreciation party, “Rock The Ramp,” on July 21.
- Skot Weidemann (EAA Chapter 93) spoke about the recent merger of two local EAA chapters. He reported on the annual pancake breakfast fly-in held on July 9 and said that chapter members appreciated the efforts of 40 volunteers, boy scouts and Madison chapter of the Civil Air Patrol as well as “excellent” support from the City and Morey Airplane Company. Morey stated that this was the smoothest event yet, and Fey called the breakfast a big asset to the airport.

Agenda items included:

- Airport Minimum Standards
- City Agreement with Capital Flight LLC
- Solar array project
- **Airport planning**

Excerpt from Minutes:

Commission members also discussed these two agenda items concurrently. Eric Udelhofen reported that he has met with BOA staff to review siting criteria and the approval process, and was given digital files to help him determine that the perimeter of the arrays would comply with necessary setbacks and visibility clear zones based on the configuration of the airport’s existing runways. He stated that MGE has expressed interest in having a larger project, but there are wetland and floodplain constraints in addition to the airport-related restrictions. Udelhofen said that in order to be permitted as a non-aeronautical use, the array has to be shown on a revised Airport Layout Plan (ALP), which itself can’t be undertaken until there is an updated master plan for the airport. He also spoke about the need for the FAA to conduct an airspace study and compliance analysis. Greg Stern (Mead & Hunt) said it may be more difficult to obtain FAA approval without a master plan or ALP update because the solar array is a non-aeronautical use. Udelhofen said that the array and the 7 ft. fence perimeter fence may be low enough in height so as not to create a sightline issue.

Opitz recapped a staff-level airport planning meeting held on July 7, and Greg Stern distributed the ALP that Mead & Hunt prepared in the late 2000s to reflect existing conditions and the City’s vision for improvements to the crosswind runway and development of the northeast hangar area. Stern noted that the ALP was never submitted to, nor approved by, the FAA, and the document no longer reflects all current airport design standards. Opitz and Stern reported that the July 7 meeting participants reached the consensus that there’s a need to prepare a comprehensive Master Plan and ALP update for the airport. Stern estimated it would take about one year and \$250,000 to undertake the master plan. He added that the BOA typically funds master plans with an 80/20

(State/Local) cost share. Teal said it would be a waste of money just to focus on the mini-master plan. Stern suggested that the money previously allocated to do the mini-master plan could instead be applied to undertaking the survey work needed at the beginning of the full master planning process. He added that the Environmental Assessment process is separate, but the cost could be reduced if the master plan is done well. Stern offered to prepare a phased scope of services. He also noted that, of the airports similarly designed in the State Airport System Plan as large general aviation airports, Middleton has the shortest runway by far. Morey said that his flight school business played a big part in securing the large GA designation. Stern noted that the FAA will prioritize runway and safety improvement projects over access road and hangar development. Opitz stated that if City TIF funds were to fund at least a portion of the City's local match, then this would have to occur before TID #3 expenditure period ends in 2025.

Motion by Conhaim/Fey to request the Mead & Hunt prepare a phased scope of services for preparing a comprehensive master plan and updating the ALP to current FAA standards.
Motion carried 6-0.

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday September 11, 2017 5:00 p.m.

Opportunity for Public Comment

- Roger Stuckey, president of EAA Chapter 93, thanked the Commission for their “unwavering” support of the annual pancake fundraiser. He estimated that the July 9 event attracted 1,400 people, including 40 fly-ins. He said that the chapter, following the recent merger with Chapter 1389, now has about 100 members, becoming large enough to searching for an alternate meeting location. Stuckey reported that there is interest in establishing a “chapter house” on the field, and that they are searching for hangar space as well as exploring the possibility of placing a portable shed between two hangars. Fey cautioned that this may create a fire code issue. Given the lower height of a shed, Opitz suggested it might be possible to place it just north of an existing row of hangars, as long as it stays beneath the building restriction line. Morey commended chapter members, commenting that they are the best ambassadors for the airport.
- Jeff Russell said he hopes that the pending master plan ensures that there will continue to be a turf runway at the airport. Greg Stern (Mead & Hunt) responded that it probably will not be possible to get a published approach due to the need for several hundred feet of separation, but takeoffs and landings could occur in a wide safety area to the side of a paved runway.

Agenda items included:

- **Signage at Capital Flight (referral from Plan Commission)**
- **Priorities for use of entitlement funds**
- **Scope of Services for Master Plan / Airport Layout Plan**

Excerpt from Minutes:

Greg Stern and Chris Reis provided an overview of the master plan development process and Mead & Hunt's proposed scope of services. Reis said that the Bureau of Aeronautics will review this scope and then reach an agreement with Mead & Hunt regarding total fee.

Motion by Conhaim/Fey to recommend that the Common Council approve the proposed scope of services as prepared. **Motion carried** 4-0.

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday November 13, 2017 5:00 p.m.

Opportunity for Public Comment

- Matt Hofeldt reported that Capital Flight will be celebrating the arrival of a new Cirrus SR22 and a visit by a Cirrus Vision Jet on Nov. 16.

Agenda items included:

- **Potential, temporary use of another airport's entitlement funds**
- **Revisions to Airport Minimum Standards**
- **Farmland Lease with John Meinholz**

Excerpt from Minutes:

Commission members reviewed a letter dated 10/4/17 from John Meinholz, in which he requests to renew the lease for a 5-year term. They briefly discussed having a shorter term in the event the City wishes to pursue any of the recommendations arising from **the airport master planning process.**

Motion by Conhaim/Ramsey to recommend that the City renew the farmland lease for a 3-year term at an annual rate of \$200 per acre. **Motion carried 5-0.**

- **Airport Manager and City Staff Updates (not action items)**

Excerpt from Minutes:

Airport Master Plan: Holbrook said he is working to release the \$30,000 in funds that the BOA has previously indicated could be made available as a 50/50 match for the purpose of doing a mini-master plan until Federal funding is available to undertake a comprehensive planning process. Greg Stern reported that the aerial photography was completed before leaf-drop, and Mead & Hunt intends to begin inventorying existing conditions and assisting the City in preparing a survey of existing and prospective airport users. Teal suggested using the City's "Polco" survey process. Ryan Meyer, also of Mead & Hunt, stated that the firm won't proceed with additional work until they receive the go-ahead from the BOA. Stern commented that Eric Udelhofen has paid for Mead & Hunt's work to update the airport layout plan to incorporate Eric's planned solar array project.

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday February 19, 2018 5:00 p.m.

Opportunity for Public Comment

There was no one present who wished to address the Commission at this time.

Agenda items included:

- **Master Plan**

Excerpt from Meeting Minutes:

Opitz announced that the Bureau of Aeronautics has signaled that there is funding for Mead & Hunt to undertake a full master plan, not just a mini-master plan as was initially authorized. Greg Stern, Mead & Hunt, reported that he has discussed minor revisions to the scope of services with BOA and that they are drafting a contract for execution in early March. He elaborated that undertaking a full master plan will determine the optimal length and orientation of a potential, upgraded crosswind runway, as well as the ultimate length of the existing primary runway. Stern distributed a project schedule showing completion of the master plan report in early spring 2019 and the airport layout plan sets by early summer.

Stern and Opitz said that one of the first tasks will be to prepare a user survey and ensure that it is accessible to existing airport users, visitors/itinerants, and prospective users. Morey agreed that there is a diverse group of people who use or want to use the airport. Stern suggested sharing the draft survey with FAA. Noel asked what it would take for the airport to get a control tower. Stern replied that it is hard to get Federal funding to construct one at a general aviation airport, even a larger one like Middleton's, because the FAA considers towers to be low priority. He said he'll make sure this is addressed in the master plan.

Commission members discussed the desirability of having an advisory committee to help guide the planning process. Stern said that the airport manager is typically the sponsor's primary point of contact for a master planning process. Given how airport oversight roles are distributed between Morey and Opitz, Morey stated it would make sense for city staff to fulfill this role. Commission members suggested including an Airport Commission member and perhaps a former member, liaisons from the Chamber of Commerce and the Friends of Pheasant Branch, and other interested parties—including people who aren't pilots or have aircraft based at the airport.

No action was necessary at this time.

- **Capital Flight site alterations**

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday March 19, 2018 5:00 p.m.

Opportunity for Public Comment

- There was no one present who wished to address the Commission at this time.

Agenda items included:

- **Master Plan Development**

Excerpt from Minutes:

Greg Stern provided an overview of the airport user survey, which was drafted by Mead & Hunt and is based on a conglomeration of other surveys they have administered for other airports. Commission members discussed the following:

- How to best reach transient pilots (Morey noted they have records of many who travel through the airport).
- Combining a few questions to reduce the survey length.

- Ensuring the FAA is comfortable with the survey questions.
- Conducting a separate community survey that leaves out the detailed technical questions, and making that survey available through social media (e.g., Nextdoor) and is distributed to the Towns of Middleton and Springfield and is mailed to people near flight paths.
- Administering the online surveys through POLCO, with whom the City already has a contract for conducting surveys. Although POLCO requires a user id and password (such as through a link to a social media account), it minimize incidences of spamming, duplicate responses, and reports a respondent's general location information. Stern said he would ask the FAA if they are concerned about a survey that requires user id/password to obtain access.
- Potential questions for the community survey: What are your thoughts about the airport? Do you come to the airport for Young Eagles, Annual Pancake Breakfast, other airports? How would you assess the following: noise from propeller planes, noise from jets, lighting, etc.

Commission members also continued discussing the composition of a potential advisory committee to help guide the master planning process. In addition to the Friends of Pheasant Branch and the Chamber of Commerce (previously discussed), it's key to have representatives from the Towns of Middleton and Springfield and the EAA Chapter.

Morey reported that two people have recently inquired about the master planning process and expressed concern about potential airport plans.

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday April 23, 2018 5:00 p.m.

Opportunity for Public Comment

- Jeff Russell, a hangar land lessee, advocated for the airport to keep an officially-designated grass runway, which he said is the preferred surface for tail-wheel aircraft.
- Roger Stuckey also advocated keeping a grass runway, and he spoke about plans for building a youth aviation center. He announced that there would be two upcoming Young Eagle flights, including on May 12 and another in August. On July 8, the EAA Chapter is hosting the annual pancake breakfast, and in September they are planning another "hamburger social."
- Bruce Case and Skot Weidemann also spoke in support of maintaining a grass runway.

Agenda items included:

- **Master Plan Development: Airport User Survey**

Excerpt from Minutes:

Greg Stern of Mead & Hunt cited an email from Gary Wilson, an airport planner with the FAA's Chicago office, stating that there is no prohibition on using web based user surveys, but that they should ensure that they obtain the same type of data and be as reliable as a paper survey. Morey stated he has reached out to the Recreational Aircraft Association, the EAA, and Dave Weiman of Midwest Flyer magazine to help announce the survey's availability. He also suggested mailing a postcard to pilots and to his list of charter operators. Jeff Russell offered to assist with distributing the survey.

- **Solar array project**

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday July 16, 2018 5:00 p.m.

Opportunity for Public Comment

- Matt Hofeldt extended an invitation to their annual “Rock the Ramp” event on Friday, starting at 6:30. He said this is doubling as a fundraiser for Corey Barr (fallen Sun Prairie firefighter) and the Humane Society.
- Morey made a report on behalf of Roger Stuckey of EAA Chapter 93, thanking the City, Morey Airplane Company and volunteers for their unwavering support of the annual pancake breakfast. Over 1,400 meals were served, 60-70 aircraft and over 400 cars parked at the airport, and Channel 3 and the State Journal provided news coverage.

Agenda items included:

- Land Lease and Solar Easement with OneEnergy Development
- **Amendment #1 to Agreement between Mead & Hunt and the Bureau of Aeronautics to Replace Parcel Map in Master Plan with an Exhibit A Map**

Excerpt from Minutes:

Opitz explained that, in order to approve the solar array project, the FAA requires a concurrent use easement to be shown on the airport property map. This requires preparation of a map entitled “Exhibit A.” Unfortunately, the person who was going to prepare this map at the Bureau of Aeronautics recently retired. Mead & Hunt has offered to do this work for a cost of \$5,000 as a component of their work on the Master Plan. Their approved scope was to prepare a “parcel map” as one of the Airport Layout Plan sheets, but preparation of an Exhibit A is the other accepted way to satisfy the FAA’s mapping requirement. Opitz reported that the BOA has said they are willing to include this as part of the Master Plan project, meaning the City’s share of the project (20%) will be only \$1,000.

Motion by Ramsey/Noel to recommend that the Common Council and Bureau of Aeronautics approve this amendment to the agreement with the local match of \$1,000 funded by TID #3 funds. **Motion carried** 7-0.

- **Master Plan Development**
 - Airport User Survey
 - Review drafts of Chapter 1 – Inventory and Chapter 2 – Forecasts of Operations

Excerpt from Minutes:

Greg Stern of Mead & Hunt stated that the survey is being administered through the City’s POLCO account and has been open since May 29. To date, there have been 92 responses. He discussed initial results, and he and Morey fielded questions about who has been notified about availability of the survey. Morey said he has emailed all hangar owners, charter operators (about a dozen operate regularly at the airport), Swiss Colony, flight school students, and is handing out the survey to every itinerant that comes through (and will do so as people travel to Oshkosh). Several Commission members expressed concern that the survey isn’t reaching prospective airport users—people who would use the airport but aren’t because of inadequate facilities. Morey talked about striking the proper balance between what existing and prospective users want. Noel and Geocaris referred to the airport’s future as an economic development issue

for the City. Teal noted that a growing percentage of businesses use the airport. He is concerned that people may be discouraged from responding because they are asked to register at the end of the survey. Geocarls wondered about having a different, shorter survey geared to prospective airport users. Opitz said he will ask the Chamber of Commerce for more help with announcing the availability of the survey, and Morey said he will contact Jeff Baum at Dane County Airport. Commission members suggested contacting the National Business Aircraft Association, Menard's, Park Bank, and Plastic Ingenuity. Stern said it is already clear that there is a pent-up demand for more hangar space, and Mead & Hunt will redouble efforts to expand the reach of the survey.

Regarding the draft chapters, Stern said that Mead & Hunt staff reviewed socioeconomic data and trends and used a couple different methodologies to prepare the traffic forecast chapter, which is the only chapter reviewed by the FAA. He requested Commission feedback at the next meeting.

- **City's Need for Agreement Concerning Capital Flight's Commercial Activities**
- **Revisions to Airport Minimum Standards**
- **Expiration of land leases: Potential statement of City Intent**

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday August 20, 2018 5:00 p.m.

Opportunity for Public Comment

There was no public comment.

Agenda items included:

- **Potential revisions to Airport Minimum Standards**
- **Master Plan Development: Airport User Survey and Feedback on drafts of Chapters 1 (Inventory) and 2 (Forecasts of Operations)**

Excerpt from Minutes:

Greg Stern continued to discuss Mead & Hunt's work in these areas, noting that only 500 annual turbine operations are needed to justify lengthening the runway to 5,000 ft. (the airport currently has 410). Commission members discussed the possibility of supplementing the existing survey with a shorter one. Morey said he can provide the addresses of all registered owners of charter aircraft. Matt Hofeldt stressed the need to reach out to people who don't currently fly here and to ask people to sign a letter of support for airport facility improvements. Jade Hofeldt offered to pull contact information for pilots in nearby states from Jet-Net. Noel pointed out that as of August 2, Garmin no longer directs pilots to airports with less than a 5,000 ft. long runway. Munson said he would provide his comments on the chapters to project staff, and Morey said he'll also forward edits he has identified. Holbrook said he's already provided comments.

- **Specialized Aviation Service Operation Agreement with Capital Flight**

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday September 17, 2018 5:00 p.m.

Opportunity for Public Comment

- Jeff Russell, a hangar land lessee, spoke about the Recreational Aviation Foundation, advocated for retaining a grass runway to accommodate big-tire/tail-dragger aircraft, stated his believe that the solar array project is not an appropriate use of airport property, and stated that Ted Davis (biplane owner) is leaving because he didn't want a formal agreement to provide biplane rides at the airport.

Discussion / Action Items

• **Master Plan Development**

- Airport User Survey
- Chapter 1 – Inventory and Chapter 2 – Forecasts of Operations

Excerpt from Minutes:

Stern reported he had received a few comments on the draft chapters, and he spoke about moving forward with documentation of facility requirements based on no growth and aggressive growth at the airport.

Motion by Conhaim/Noel to approve in concept the two chapters. **Motion carried 5-0.**

Stern spoke about development of a second, shorter survey to supplement the limited responses received to the initial survey. Jade Hofeldt reported that she developed a list of contacts based on a digital search for records of owners of aircraft (ranging from light piston twins to Gulfstream G650s) based in seven or eight other Midwestern states. Opitz reported that the Chamber of Commerce is willing to help again with publicizing the availability of the survey. No further Commission action is necessary at this time.

- **Morey Airplane Company Request re: Land Lease Rate Reduction**
 - **Revisions to Airport Minimum Standards**
 - **Specialized Aviation Service Operation Agreement with Capital Flight**
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MINUTES
MIDDLETON AIRPORT COMMISSION
Monday October 22, 2018 5:00 p.m.

Opportunity for Public Comment

- Matt Hofeldt announced the addition of a third Cirrus to their fleet and spoke about two fundraisers Capital Flight has hosted or will host at their hangar.

Agenda items included:

- **Revisions to Airport Minimum Standards**
- **Specialized Aviation Service Operation Agreement with Capital Flight**
- **Airport Manager and Staff Updates (not action items)**

Master Plan development:

Stern said that only about half of the respondents to the second survey have said that the existing runways meet their needs. Mead & Hunt staff will follow-up with respondents who indicated that airport facilities do not currently meet their needs, and he spoke about reaching out to

companies such as Hycite and Cardinal Glass to ensure they have had a chance to weigh in. Stern said that they have submitted the Forecasts chapter to the FAA.

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday November 5, 2018 5:00 p.m.

Opportunity for Public Comment

- Matt Hofeldt announced that Capital Flight is holding a fundraiser for the Middleton Police Canine Fund on Nov. 9 at 10:00 a.m.

Agenda items included:

- **Revisions to Airport Minimum Standards**
 - **Specialized Aviation Service Operation Agreement with Capital Flight**
-

MINUTES
MIDDLETON AIRPORT COMMISSION
Monday December 17, 2018 5:00 p.m.

Opportunity for Public Comment

- Jeff Russell, a hangar land lessee, advocated for the master plan to identify an officially designated grass runway.

Agenda items included:

- **Revisions to Airport Minimum Standards**
- **Specialized Aviation Service Operations Agreement with Capital Flight LLC**
- **Capital Flight Lease Request for Undeveloped Airport Property East of the Airport Terminal**
- **Master Plan development: Creation of Advisory Committee**

Excerpt from Minutes:

Opitz noted that Mead & Hunt's scope of services identified the creation of an advisory committee to serve as a sounding board for proposed development alternatives and be a conduit for information among various interest groups. Referring to the recent school referendum, Munson spoke about the importance of the public knowing what is going on with a project like this, and that we don't want to undermine the good relationship that the airport currently has with the surrounding community. Fey advocated for having an active business leader serve on the committee, and Morey suggested including a person who is concerned about aircraft noise.

Moved by Ramsey/Conhaim to recommend that the membership of the advisory committee include the following:

- Airport Commission member
- Plan Commission member
- One resident or elected official from the Town of Middleton, and another from the Town of Springfield
- Chamber of Commerce representative
- Friends of Pheasant Branch representative
- A pilot

- Someone who is “skeptical” or concerned about the airport
- Motion carried 5-0.**

Regarding the grass runway idea raised by Jeff Russell, Morey said having an official designation is the only way to guarantee having a grass runway in perpetuity. Stern explained that various factors—property constraints, competing land interests (e.g., the solar array and productive farmland), floodplain and wetlands, and the lateral separation requirements for runways—would make it challenging to accommodate a turf runway, in addition to the primary runway and the proposed conversion of the crosswind runway to a paved surface. He noted that some airports maintain a wide safety area along a paved runway so that pilots can take off and land on a turf surface (e.g., Hartford’s airport), but such a facility can’t be published or shown on an airport layout plan. Fey wondered whether an informal grass runway raises insurance concerns. Opitz said he would think it is safer to have a primary and turf runway alongside one another than to have an additional runway with a different approach angle.

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday February 11, 2019 5:00 p.m.

Opportunity for Public Comment

- Jeff Russell, a hangar land lessee, advocated for the master plan to identify an officially designated grass runway.

Agenda items included:

- **Airport Master Plan:**
 - Advisory Committee update
 - Increasing public awareness and transparency
 - Documenting facility requirements

Excerpt from Minutes:

Opitz reported that the Council endorsed formation of the advisory committee at their Feb. 5 meeting and hopefully the mayor will recommend appointments at the Feb. 19 meeting. **Munson said the committee will help increase public awareness about the airport and its role in the community, and that increasing awareness shouldn’t hold up completion of the master plan.** He added that he periodically receives calls from pilots inquiring about hangar space. Ramsey pointed to the City’s goal of assembling a group of people with different backgrounds. In addition to the prospective representatives identified at the 12/17/18 meeting, commission members suggested adding a representative of Middleton Area Development Corporation and seeking a retired Bureau of Aeronautics employee. **Morey emphasized providing an opportunity for public input sooner and not just toward the end of the planning process.** Opitz will put draft chapters on the City’s website.

Stern reported that Mead & Hunt has completed the inventory and forecast chapter, which they submitted to the FAA for their review. He said they are now ready to assess demand, capacity, and facility requirements.

- **Vacant land directly east of terminal building**

Excerpt from Minutes:

Stern recounted a January meeting initiated by Mayor Brar regarding this site and the airport master planning process in general. Stern said that this site is not a focus of the master plan, but Mead & Hunt is reviewing how existing and potential runway configurations and approach protections could affect development on the site. He noted that previous airport layout plans (ALP) have not identified

a specific use of this site, which is less than 10,000 sq.ft. in area. Stern explained that any development on this and other airport sites has to be reviewed and approved by the FAA as an amendment to the ALP, similar to the review process for the solar array project. He said the matter boils down to, “what is the highest and best use?” Stern said evaluation of the site wouldn’t require much effort and could be on a dual track with the master plan work, allowing an updated ALP to be submitted by the end of the year. Holbrook advised allowing six months for FAA review and approval.

Munson wondered about the value of the land per square foot, what was it designed for, and what can be done with it to maximize revenue for the airport fund? Noel said the land should be used for an aviation-related commercial use, not just a hangar storage building. Geocaris said that potential income shouldn’t be the main criterion for evaluating a prospective use of the site, and he urged that the City not just “give away” the land. He expressed concern about a potential building inhibiting use of the terminal given that there is already active use of the adjoining ramp space, and he said that enabling spectators to see the ramp has a public relations value to the airport. Morey said it is advantageous for people to interact with the airport, and he noted that the City hasn’t previously announced that the site is available for development; therefore there haven’t been any proposals. He thinks the site should be reserved for terminal-related use. Ramsey advised the following decision-making approach: Is this a developable piece of land? If yes, now or later, and how should the City dispense with the land? Ramsey said that if the decision is made to allow development, he wants to see the City issue an RFP.

Opitz stated that the City has a longstanding commitment to helping existing businesses expand within the community, and he noted that Capital Flight took the initiative to identify this site as a potential building area. Morey commented that the City didn’t want a fixed based operator to own the terminal building, and he pointed out that the parking lot has limited capacity. Fey said we need to make sure we ask the right questions to get the right answers. Opitz said it is important for the evaluation of the site to incorporate the greatest potential expansion of runway approach surfaces and building restrictions lines so that a new building doesn’t hinder airport improvement options.

Motion by Ramsey/Noel that the Commission is willing to consider development options for this site. **Motion** carried 6-0.

- **Revisions to Airport Minimum Standards**
- **Specialized Aviation Service Operations Agreement with Capital Flight LLC**
- **Addition to hangar at 3310 Bravo Lane**

MINUTES

MIDDLETON AIRPORT COMMISSION

Monday April 8, 2019 5:00 p.m.

Opportunity for Public Comment

- Matt Hofeldt stated that Capital Flight has acquired a new Husky, which enables the business to offer tailwheel instruction and training in short take-off and landing techniques. He also announced that this year’s “Rock the Ramp” will be held July 19 and has an Octoberfest theme.

Agenda items included:

- **Airport Minimum Standards: Final Draft**
- **Specialized Aviation Service Operations Agreement with Capital Flight LLC**

MINUTES

MIDDLETON AIRPORT COMMISSION

Thursday May 30, 2019 5:30 p.m.

Opportunity for Public Comment

- Robert Bartholomew, 3316 River Birch Lane, spoke about his research into aircraft approach speeds and airplane design groups, a topic that is central to the master planning process that is currently underway. He cited various aircraft and FAA sources, concluding that the “FAA doesn’t like a ‘build it and they will come’ justification.” He added that pilots who have concerns about the length of the primary runway should instead use Dane County Regional Airport. Bartholomew also said that the City should have to purchase all land that is within an identified Runway Protection Zone to limit its highest and best use—otherwise, a “taking” may be involved.
- Greg DiMiceli, Town of Middleton administrator, thanked the Commission for meeting at the airport and announced that township residents are “completely engaged” in the master planning process.
- Jeff Russell, 5106 Reynolds Ave. (Town of Westport), said he was looking forward to working with the new Commission members to “do the best we can for the airport.”

Agenda items included:

- **“Middleton Airport 101”—Orientation for Commission Members**
- **Airport Layout Plan progress report (how the ALP has evolved; not a discussion of future planning)**

Excerpt from Minutes:

Greg Stern, Mead & Hunt project engineer, spoke about the role of Airport Layout Plans and made the following comments:

- ALPs show existing, proposed, and anticipated ultimate (10+ year) conditions for a particular airport. They depict airport features such as safety areas, runway protection zones, and approach surfaces.
- An updated ALP is prepared at the end product of a master planning process and requires FAA approval. (The FAA also must approve the aviation forecast component of a master plan.)
- Any future improvements must be shown on an ALP in order to obtain Federal funding. A project cannot proceed if it is not depicted on an ALP.
- Just because a project or feature is shown on an ALP doesn’t mean the airport owner has to undertake it. The document is not a blueprint for future airport development.
- An environmental analysis is typically required in order to proceed with implementing a project.

Stern also reviewed a bulleted history tracing the evolution of Middleton’s ALP:

- The official, FAA-signed version of the ALP is the one URS completed in 2002, right before the airport was redeveloped.
- At some point after the Airport’s redevelopment (post-2004), an ALP was developed to depict the “as-built” conditions following construction. It does not seem that this ALP was ever submitted for FAA approval or signature. Josh Holbrook at the Bureau of Aeronautics has confirmed that his office has an ALP prepared in 2008 but it is unsigned.
- Since 2004, Mead & Hunt used the as-built ALP to depict concepts of future development and adjacent land use, but this work was not supported by formal planning and was not submitted to the FAA for approval. They used this ALP to depict the snow removal equipment (SRE) building for FAA airspace review; in 2012 they submitted an ALP insert sheet for the proposed southeast hangar area development; in 2018 they submitted an ALP insert sheet, Points of Interest, and Updated Land Use drawing for the proposed solar array.

Stern concluded by noting that an ALP is not time-limited—FAA does not require it to be updated in a fixed amount of time. **Richson requested access to user surveys associated with the master plan project as well as information about airport traffic patterns and touch & go training.**

MIDDLETON AIRPORT COMMISSION
Thursday July 11, 2019 5:00 p.m.
MEETING MINUTES - Final

Opportunity for Public Comment

Robert Bartholomew, 3316 River Birch Lane, spoke about the Capital Flight requests that are on the agenda. He urged the Commission to postpone a decision until completion of the airport master plan. He also provided written comments (entitled “Runway Extension”) about the master planning process.

Roger Stuckey, EAA Chapter 93, reported on the chapter’s annual pancake breakfast, which took place on July 7. He expressed gratitude toward the City’s first responders, streets department, Rich Morey and Morey Airplane Company staff, and the City’s tourism staff. He said that 67 chapter volunteers had served over 1,200 meals, including to 45 pilots who had flown in for the event. The chapter gave leftover food to MOM and the Middleton Fire Dept.

Debbie Maier, 3102 Nightingale Lane and airport office manager, reported that she was working on submitting an annual update to a national database of aircraft based at the airport, and to date she had received responses from all but four hangar owners. She also stated that the land directly east of the terminal/FBO building helps provide good public relations for the airport.

Susan Schwab, 738 Seneca Place (Madison) and Madison chapter contact, spoke about the “Above the Clouds” organization, whose mission is to “bring joy and hope through the wonder of flight.” She said the group focuses on disadvantaged and underserved youth ages 8-18. She said a group of volunteer pilots provided introductory flights to five girls on June 8, and the next outing is July 13. Schwab said it’s nice having the land next door to greet people.

Kathryn Wolfe, 4931 Hickory Trail, said she lives 4.5 miles west of the airport and had more than 30 flights over her house today. She expressed concerns about pollution, noise, and impact on owls, and a lack of transparency in the master planning process. She asked whether there has been an environmental assessment. She stated that the City can meet community service goals without expanding the airport, and she is concerned that someone involved in the decision-making process would benefit from expansion. Hallick advised her to attend the next Airport Master Plan Advisory Committee (AMPAC) meeting.

Kary Beck, 4873 Highwood Circle (Town of Middleton), stated that only 40 planes were based at the airport when she built her nearby residence in 2006, and she said she had heard from the city planner at the time that there were no expansion plans. Beck said that many planes skimmed over her house this past weekend as part of pancake breakfast and she cited a lack of communication between the airport and its neighbors and pilots.

Rich Morey explained that planes took off to the east due to wind conditions, and he pledged that airport staff will work hard to make sure that pilots are better aware of the local flight pattern guidelines in the future.

Steven Ziegler, 4797 Capitol View Road (Town of Middleton), asked whether the Airport Commission has changed any of its land lease agreements with farmers or residents in anticipation of future airport projects. Opitz replied that the City has only adjusted the lease term with Larry Wagner. (Post-meeting note: This was inaccurate. Opitz had forgotten that the City actually did shorten the term of its farmland lease with John Meinholz in 2017.)

Agenda items included:

- **Capital Flight expansion requests: 1) Lease land and construct hangar directly east of terminal / FBO building, 2) Extend lease area at 8264 Airport Road for office addition to south and deck extension to west**

Excerpt from Minutes:

Motion by Hallick/Munson to state the Commission's position that the land next to the terminal/FBO building should be dedicated to expansion of the airport terminal building, to deny Capital Flight's request to lease this space, and to request that Hofeldt provide CF's needs to Mead & Hunt for **incorporation into the master plan.**

Richson said she cannot support directing the advisory committee to incorporate CF's requests as part of the master plan. Hallick **amended his motion** to indicate that Hofeldt should articulate his company's needs at an advisory committee meeting.

Hallick stated that most people at the February meeting were not aware of the purpose of the site. He then agreed to a **friendly amendment** requested by Burck to strike the limitation that the property can only be for terminal use. The Commission then voted on the motion as amended during the discussion:

Motion by Hallick/Munson to reaffirm the Commission's position that it is the intent for the land next to the terminal/FBO building to be used for possible terminal expansion, to deny Capital Flight's request to lease this space, and to encourage Hofeldt to articulate his company's needs at an advisory committee meeting. **Motion carried** 6-1 (Fuszard opposed).

Regarding CF's second request, Hallick said he doesn't have any problem with it. Opitz explained that the concept as shown appears to be outside of runway protected and building restricted areas. Richson stated her concern that this request continues growth at the airport and appears to be conflicting with AMPAC's current work. Hallick said the addition supports the existing business, doesn't add any more hangar space, and doesn't spur more traffic.

Motion by Burck/Fuszard to recommend to the Council extension of Capital Flight's lease area subject to Mead & Hunt confirming that the development doesn't encroach into any approach surfaces. **Motion carried** 6-1 (Richson opposed).

• **Master Plan and Airport Layout Plan status report**

Stern provided the following summary:

- The second Airport Master Plan Advisory Committee meeting (held June 6) focused on forecasts and regulatory environment, and the goal is to have a meeting following the completion of each chapter.
- The July 18 meeting will address the just-completed Facility Requirements chapter, which will address such things as runway length, crosswind runway, hangar space, and support facilities.
- Alternatives Analysis is the topic of the fourth meeting. Doing nothing will be an alternative.
- About 1/3 to 1/2 way through the planning process.
- Planning to have a second open house and a public hearing before completion of the plan.
- AMPAC was set up to be a sounding board; the formation of the committee was not required. It will be up to AMPAC and then the Airport Commission to decide whether to vote on the draft plan.

Opitz noted that he has asked Mead & Hunt to plan on a fifth AMPAC meeting, following the second open house. Richson spoke about existing incompatible land uses in the vicinity of airport. Stern replied that preparing a land use compatibility plan is not part of the master plan, but it's eligible for funding assistance. Richson said this is a very serious concern for nearby residents. Hallick said that AMPAC can request additional information. Holbrook cautioned that the BOA may not have funding to expand the project scope. Richson asked whether this is a prediction, and Holbrook responded that it is not.

MIDDLETON AIRPORT COMMISSION
Thursday August 1, 2019 5:00 p.m.
MEETING MINUTES – Final

Although not listed on the agenda, the chair provided an opportunity to provide public comment.

Agenda items included:

- **Aircraft movement on non-movement areas**

Excerpt from Minutes:

He invited those present to comment on this topic.

Joe McDonough, hangar land lessee at 3320 Delta, said that he was one of the people who 3 years ago initiated operations on mowed grass parallel to the paved runway. He said he is not aware of any incidents or accidents related to this activity during that time. He also stated the following:

- The FAA doesn't prohibit this activity and it takes place at hundreds of other airports including at Bozeman, MT, which has a control tower.
- It is safer for tailwheel airplanes to operate on grass and to land parallel to the primary runway so as not to create conflicting traffic patterns. There is no data showing unsafe conditions, and there have been only three reports to the ASRS (Aviation Safety Recording System) in the past 40 years at this airport.
- His insurance policy doesn't exclude off-airport operations, although he doesn't consider operating parallel to the runway to be off-airport.
- It would be better to address a specific issue instead of prohibiting the activity altogether. How would a prohibition be enforced?

Pete Aarsvold, a Morey Airplane Company flight instructor, said he has certified more than 20 private pilots to date and has not observed a single unsafe incident in his 750 hours of tailwheel experience, nor has a student ever told him about observing any unsafe operations. He said that it is safer for tailwheel pilots to use the grass.

Jeff Plantz, hangar lessee on Delta Lane, said that the more grass the airport has, the more safety it has. He hopes there will be more grass areas to use in the future, and he believes restricting grass use would create a safety issue. Hallick urged Plantz to provide input into the master planning process.

Brian Natoli said he is based at the airport and asked the commission to shed light on what it is trying to accomplish.

James Hartung, hangar land lessee, said he uses tailwheel aircraft for both pleasure and business (he flies to his production fields to assess conditions), and he supports use of the airport by a variety of aircraft. He believes there would be a reduction in safety if the City prohibited pilots from landing in the grass adjoining the primary runway.

Ethan Brodsky said he recently decided to move his tailwheel from Waunakee to Middleton because this airport is closer to his home and office. He said landing parallel to the primary runway is safer than using Runway 1/19 when winds are out of the west or east, and he stated that a paved surface wears out tailwheel tires more rapidly. Brodsky also said he is unable to land on a paved runway during the winter when he has straight skis mounted on his plane, and he noted that anyone who flies with skis knows they are doing so at their own risk. He added that the Madison airport allows helicopters to land off paved runways, and he hopes the City is able to officially designate an east-west grass runway in the future. He also said that planes that can do short takeoffs and landings

typically have good climb performance, so their noise impact is mostly limited to a very small area around the airport because they are at cruise altitude by the time they get over residential areas.

Jeff Russell, hangar land lessee, said he was recently appointed to the Board of the Recreational Aviation Foundation. He asked what process was used to identify that operating in the grass is a risk and whether a hazard analysis was done. Hallick replied that he deemed it to be a risk. Russell stated that the FAA does not forbid this activity, and he believes it is covered by insurance. Hallick responded that the City doesn't know that someone's insurance does cover it. Russell stated that everyone is concerned about operating safely, and he isn't aware of this being a problem at any of the hundreds of airports around the country where grass operations occur. He said he thinks this is "undue regulation" that will make the airport less safe.

Rick Lemon, hangar land lessee and Middleton resident, said it is a hard choice whether to land into the wind on a paved runway or land on the grass with a crosswind.

Dave Ducommon, who has several planes based here, recounted a conversation he had with the air traffic control manager in Casper, WY. He said he had inquired about the use of "retired" runways at that airport and was told that individual pilots are at risk—that the "airport is absolved of the risk."

- **Solar array update**
-

MIDDLETON AIRPORT COMMISSION
Thursday September 5, 2019 5:00 p.m.
MEETING MINUTES – Final

Although not listed on the agenda, the chair provided an opportunity to provide public comment.

Agenda items included:

- **Noise Reporting**

He then invited public comment on this topic, requesting that attendees share their experience with the noise complaint system and fear of retaliation.

The following residents provided comments:

- Kyle Larson (Town of Springfield): Has not called hotline because neighbors have told her it is ineffectual. She's only had problems with aircraft noise since she started speaking out. Would prefer reporting via a website instead of by phone. She said most pilots are wonderful, but she cited two airplanes—a yellow Husky and a white plane with blue stripes—that are "constantly over my house." She asked whether the City is forwarding information to the FAA.
- Leslie Hayner: Noted that complainants live in a line near Enchanted Valley Rd., and she read a NextDoor post.
- Gary Keyser (Whispering Winds subdivision, Town of Middleton): Noise wasn't a problem 15 years ago, but it's becoming noisy now. Has called about "low flyers."
- Cindy Wempner (Whispering Winds, Town of Middleton): Noise generally hasn't been a big bother until this summer. She believes a plane associated with Capital Flight is part of the problem.

- Carol Schiller (Town of Middleton): Heard an “enormous whoosh” a few weeks ago. She asked whether Epic has any impact on noise.
- Joe Bradley (Town of Middleton): Blackhawks should not fly into the airport anymore out of respect for the neighbors. He said he doesn’t have an issue with pilots flying overhead.
- Greg DiMiceli (Prairie Home Estates, Town of Middleton): Concerned that complaint line is a “pacification device.” What actually happens whether there is a complaint? Some aircraft “take the tiles off my roof.” Why can’t this airport have right traffic as a default?
- Sven Crousey (Town of Springfield): Feels there is lack of follow through and that complaints fall on deaf ears.
- Steve Waldorf (Town of Middleton): What are the consequences for pilots?
- Deb Neuman (Town of Springfield): Has lived there for 15 years and is noticing an increase in jet traffic and twin engines. She said she doesn’t call the complaint line.
- Sue Dietz: Asked whether there are different regulations based on type of airport and proximity to people. She said her husband has given up calling the hotline.
- Steve Kellner (Town of Middleton): People don’t know what’s happening; put out an update as to what’s being done.
- Joe Getty (Town of Middleton): Moved here in 2002, but noise and low-flying planes didn’t become a problem until 2-to-3 years ago. There are issues regardless of whether or not there is an expansion. You have to make reporting system easy for people to respond. City should publicize how to report an incident so that people know that airport is working with them.
- Kathryn Wolf (Town of Springfield): 30-year resident; airport has “changed completely” in past two years; she believes she’s being harassed by pilots and said a plane “buzzed” her house over 30 times on a day in August. She urged the City to install the hotline number on a sign along Airport Rd.
- Steve Chafe (Town of Middleton): He is a pilot who has lived on downwind leg for 10 years. The commission and the airport have no authority to do anything about planes. He added that it’s difficult for most people to estimate the height of an airplane.

Munson left the meeting.

Commissioners and staff discussed the public input and next steps. Morey stated that if the FAA can prove that someone violated an FAA regulation, they have several options, including suspension of license and up to \$10,000 fine. Typically they would counsel the pilot first. Morey said that all he can do is pass information along or have a stern talk with someone. He said he has no authority to enforce or write tickets. He also spoke about the legality of various aircraft maneuvers as pilots depart from, circle, or prepare to land at the airport. Morey added that he knows of five yellow Husky planes that regularly use the airport, so it’s hard to tell them apart from each other.

Opitz asked whether it might be possible that there are more noise complaints on days when there are more planes in the pattern, thereby elongating the pattern to the west and/or east. He also asked whether more pilots are flying instrument approaches from the west, thereby flying lower over residences to the west. Morey stated that instrument approaches haven’t changed much since 2004, but the minimum height of the Runway 10 approach has gone up a little bit due to the construction of the powerline west of the airport.

Hallick stated that the FAA could change instrument approach procedures and approve a change in the direction of traffic. Munson stated that there’s nothing specific in the FARs and there are over 130 Advisory Circulars pertaining to airport operations. Burck asked about the minimum and maximum amount of information that airport staff need to process a noise complaint. Fuszard listed several data points that should be captured.

Motion by Fuszard/Burck to request that staff create a webpage to accommodate airport noise complaints, investigate the ability for hotline callers to bypass the greeting message, document procedures for how noise complaints are handled, post a sign at the airport entrance advertising the hotline phone number, and provide a summary report of noise complaints received on a monthly basis for public consumption. **Motion carried 5-0.**

MIDDLETON AIRPORT COMMISSION
Thursday October 3, 2019 5:00 p.m.
MEETING MINUTES – Final

Although not listed on the agenda, the chair provided an opportunity to provide public comment.

Discussion/Action Items

• **Limits of Authority**

Hallick invited public comment.

- Kyle Larson spoke about the September 5 minutes that had been approved earlier in the meeting. She stated that Opitz hadn't included in the minutes that Richson had asked whether he forwards noise complaints to Capital Flight. She said he had responded that he doesn't. Larson requested that the minutes reflect that Opitz said he doesn't forward complaints to Capital Flight. Hallick responded that, given that the previous meeting minutes have already been approved, Larson's request will be reflected in this set of minutes.
- Steve Ziegler asked whether the remediation being done on the creek culvert affects the floodplain. Morey said No and added that the repair has been completed. Ziegler requested that the airport provide notification of upcoming events that may generate noise, including helicopter operations. Munson suggested Ziegler sign up for notifications of sorties from the Air National Guard. Morey said he isn't informed about such flights. Fey said we have no control over what the military does. Hallick noted that the City and Morey Airplane Company websites now provide a link to a calendar that should be used to notify people about upcoming events and activities.
- Patty Plantz spoke about a Young Eagles event being held at the airport.

• **Noise Reporting – Update**

Hallick invited public comment.

- Thomas Bartell asked what is being done with the data.
- Brad Ritter asked what will happen if the runway is extended and the crosswind runway is paved. He said he has "zero confidence" that there is capacity to provide safe oversight.
- Andy Ziegler asked how aircraft from out of town know to follow these procedures. (Morey responded that pilots are supposed to consult the Airport Facility Directory and consult NOTAMs before flying to the airport. Munson stated that Section 91.103 in the Code of Federal Regulations pertains to preflight actions that a pilot shall follow. Munson also spoke about two towered airports in Connecticut that have enforcement authority.)
- Carly Ziegler expressed concern about pilots who do not comply with regulations, and asked whether the City has looked into fining them.

- Dan Ripley spoke about recently constructed apartments and asked what the commission is doing to address future development. (Hallick spoke about considering land use compatibility when airports are designed.)
 - Leslie Hayner said that the online complaint form is not an equal alternative to a phone call if people have to create an account. She asked that the City consider using a more user friendly method such as Google forms to as to reduce a barrier to reporting complaints. She stated her belief that this airport is surrounded by the greatest density of residential and commercial development of any large general aviation facility in the state.
 - Richard Oberle spoke in support of the system the City has set up.
 - Kyle Larson asked why the Airport Commission hasn't recommended that the City create an ordinance to enforce the noise abatement procedure. (Hallick responded that the City doesn't have the authority to overrule anything that's controlled by FAA.)
 - Carol Schiller asked if these complaints will be forwarded to the FAA. (Munson replied that the FAA has to witness violations of a Federal regulation in order to enforce it.)
 - Steve Ziegler stated that area residents are concerned about increased noise from airport expansion.
- **Petition of Airspace Change from G to E for area over the airport**

Hallick invited public comment.

- Tom Bartell stated that he is not an instrument-rated pilot but said this seems to be a reasonable idea because existing traffic would be safer, planes would fly higher, and there would be fewer planes flying during inclement weather. He noted that there are not a lot of airports in Wisconsin that have E airspace to the ground.
- Dan Bartholomew inquired about the catalyst for changing the airspace classification. Munson recounted his recent observation of a plane flying in relation to the clouds over downtown Middleton. He said what he observed could be considered "careless flying" and he compared it to a car merging on to a freeway right in front of a semi.
- Joe McDonough asked about the process for petitioning the FAA. Hallick replied that the City will have to make an application to the FAA airspace and provide a rationale for why they change is warranted. He stated that the FAA would probably approve the request although he doesn't know the timeline.
- Leslie Hayner asked whether a change in airspace class would benefit future operations on a 5,000 ft. runway. Morey stated that instrument approaches are limited by terrain and other factors, not airspace classification. He sees no correlation between an E surface area and having a longer runway. Munson added that the primary purpose of airspace classifications is to define weather minimums.
- Brad Ritter asked whether the process to change the airspace designation involves a generic application that anything can be added to. Hallick responded that this is a specific application.
- Richard Oberle stated that if this change will reduce VFR flights during inclement weather, then this proposal has the potential to "reduce stupidity."
- Steve Ziegler asked why this change would be pursued before completing the master plan.

MIDDLETON AIRPORT COMMISSION
Thursday November 7, 2019 5:00 p.m.
MEETING MINUTES – Final

Although not listed on the agenda, the chair provided an opportunity to provide public comment.

Chairperson report

Hallick accepted public comment.

- Joe Getty asked about the number of pilots using an instrument approach.
- Jeff Russell expressed concern that airspace change proponents may have a different agenda.

Airport manager report

Hallick accepted public comment.

- Richson stated that she was recently wakened by three planes between 2:00 and 3:00 a.m
- Kyle Larson said that people feel threatened when planes fly low.

Agenda items included:

- **Airport Capital Improvement Plan process (Bureau of Aeronautics)**

Hallick accepted public comment.

- Leslie Hayner spoke about items on the “wishlist” and stated that “for the past 8 months, we’ve been told there is no expansion.”
- Kyle Larson said she wants the city to be honest about its intentions.
- Other comments from attendees included “who is pushing this plan?” and “will the City commit they will not proceed” with airport expansion?

- **Hangar Land Lease—Lessee obligations, lease term, rates, etc.**

Hallick accepted public comment.

- Jeff Russell expressed support for the proposed revision to the lease term.

MIDDLETON AIRPORT COMMISSION
Thursday December 5, 2019 5:00 p.m.
MEETING MINUTES – Final

Public Comment Regarding Agenda Items

Hallick reviewed the guidelines he prepared for accepting public comments. Richson spoke about the need for the City to be consistent with how it accepts and records public comments and she advocated for providing an opportunity for people to comment on items not on the agenda as well as at the time when each agenda item is discussed, to help inform decision-making. Citing freedom of speech, Richson objected to the language about commissioners not using body language to react to comments. Burck stated that the language serves as a guideline.

Scot Weidemann, pilot with hangar at the airport, spoke about the airport being a great community asset to the region. He stated that landing and departing on turf parallel to the paved runway should not be prohibited by local authorities, and noted that this practice has been going on safely for several years at C29 and at many other airports without problems. Weidemann stated that this practice is not prohibited by the FAA and it does not hinder paved runway users

Joe McDonough, City resident and pilot with hangar at the airport, questioned why the city would prohibit something not prohibited by the FAA. He feels this would create an unnecessary liability and asked that the commission work toward a solution and not a prohibition.

Neil Robinson, Madison, spoke as a longtime pilot and former employee of Morey Airplane Company. He said he supports the previous comments and said that he very much values the ability for pilots to choose to land parallel to the runway. He said it is not appropriate for the commission to get involved in mandating where on airport operations are conducted. Robinson said he uses his recreational flying to maintain proficiency / skills maintenance as a professional pilot.

Kathy Wolf, Town of Springfield, requested that meetings be videotaped to help keep a better record, and she recommended that Mead & Hunt review the minutes before they are issued. She stated that the two minute time limit is too restrictive. She encouraged speakers to supply written comments.

Carol Schiller, Town of Middleton, asked how commission members value the input they are receiving. She suggested that Hallick's private airport be expanded instead of Middleton's.

Ethan Brodsky, pilot with a plane based at the airport, expressed opposition to the proposed to "end off-runway aircraft operations, both at Morey and statewide." He said he does not want to be denied the ability to operate parallel to the runway on straight skis during the winter, and the City should not unnecessarily prohibit activities that have long been conducted safely. Brodsky added that the ALP is required to depict existing and future airport facilities, not operating rules.

Barbara Bryce, Town of Middleton, said that she is concerned about Capital Flight's plans for airport expansion but doesn't mind the airport being used by recreational pilots. She said that the commission doesn't appear to be representing residents' feelings or concerns.

Joe Getty, Town of Middleton, stated that there are many more planes flying over his residence 3.5 to 4 miles from the airport, prompting him to wonder whether he has been made a target. He said he supported the way the airport operated in the past, but users should be limited to "sport aircraft."

Steve Ziegler, Town of Middleton, asked repeatedly what is the commission's intent for providing opportunity for public comment, and why has the time limit been reduced to two minutes at this meeting.

Agenda items included:

- **City's Authority to Independently Approve and Operationalize Landing Area**
- **Pilot's Guide: Review Version 1.0**

MIDDLETON AIRPORT COMMISSION
Thursday January 2, 2020 5:00 p.m.
MEETING MINUTES – Final

Rules related to public comment

Hallick announced that that he intends to do an audio recording of meetings from this point forward, and he said he would provide each attendee with 3 minutes to comment so as to be consistent with City Council and other city committees.

Richson reviewed various components of Robert’s Rules of Order, stating that all members are equal and that, although chairpersons preside over meetings, they don’t have any more power. She stated concerns regarding the last three bullets in Hallick’s rules of order, and she stated that the chair has the discretion to allow comments during the course of the meeting. Hallick said he hasn’t heard any city official object to the public comment guidelines in the meeting packet. Richson noted that city staff have verified that speech at public meetings is protected by the First Amendment.

Public Comment Regarding Agenda Items

Steven Ziegler, Town of Middleton, spoke about how he had felt stonewalled while providing comments at the December meeting, but he said he now wanted to express appreciation for the chairman’s advocacy for allowing public comment at these meetings despite having been advised not to. Ziegler also stated he believes that nobody has refuted that the City is planning a “commercial airport,” which would affect his wellbeing.

Andrew Ziegler, City of Madison, expressed frustration with there being a time limit for providing public comment. He spoke about concerns regarding environmental degradation, quantity of water flowing into Pheasant Branch Creek, and feels the City is “steamrolling” an airport expansion project and ignoring resident and business concerns.

Ethan Brodsky, City of Madison, stated that laws regulating the conduct of government officials exist to protect the public, and that nobody is above the law.

Bob Bartholomew, City of Middleton, offered suggestions regarding proposed rules of order, including use of the term “shalt (not)” for proclamations. He advocated for the use of a recording device to help thoroughly record comments for future reference and so as to respect their value.

Agenda items included:

- **Airport Manager’s job description and areas of authority**
- **Airport Commission’s charter and areas of authority**
- **Proposed 14-story building on Pleasant View Road & potential impact on airspace**

MIDDLETON AIRPORT COMMISSION
Thursday February 6, 2020 5:00 p.m.
MEETING MINUTES – Final

Public Comment Regarding Agenda Items

Matt Hofeldt, Capital Flight, spoke about two upcoming events that CF is hosting (see listing at end of minutes). He said they are in the process of seeking FAA approval so that Michael Goulian can perform an aerobatics routine (about 10 minutes long). Hallick advised that a temporary aerobatics box may need to be established and a NOTAM issued.

Kyle Larson, Town of Springfield, stated that the recent crash of a Cirrus near Aspen “made very real for us” the threat of a similar accident at this airport. She noted that the Aspen crash site is surrounded by rugged, uninhabited terrain, whereas the area within four miles of Middleton Airport is densely populated. She stated that a similar incident could kill people in their homes or at a school. Larson cited an email from Chair Hallick to Mark Opitz in May 2019 in which he relayed his concerns about safety around Middleton airport, and she called a future accident “statistically likely and an eventuality.” She wants to know about pilot training and safety equipment, and she asked that commission members keep safety of residents in mind as they discuss the land use zoning agenda item.

Bob Bartholomew, City of Middleton, stated that he didn’t see the need for the City to submit a new airport petition resolution to the Bureau of Aeronautics until 2021, when it can include relevant items resulting from the conclusion of the airport master plan. He also stated the following:

- More hangars equals more runoff, more impervious surfaces, more flooding
- Some of the items proposed for the petition (terminal, communications, etc.) could be addressed during the master planning process
- Instrument landing arrangements are currently satisfactory, according to a past statement from Rich Morey
- Any treatment of wildlife should not involve killing
- Who is the person associated with “4609 LLC”, a new land lessee
- Are improvements in communication intended to bring in louder and larger aircraft?

Steven Ziegler, Town of Middleton, said it has been his understanding that Commission exists to manage the airport, not focus on expansion. He feels that the Commission is stepping into land use matters that have little to do with management of the airport. Ziegler cited excerpts from the City’s grant assurances, concluding that airport expansion would affect his entire neighborhood. He said he is scared by the prospect of use of eminent domain.

Andrew Ziegler, City of Madison, expressed concern that agenda items 3, 4, and 8 indicate that the Commission is doing something outside of the master planning process and understanding the ramifications. He said that allowing expansion of building footprints leads to environmental degradation and encroachment upon Airport Road. He is concerned about lack of transparency and needing more community input.

Kathy Wolf, Town of Springfield, stated she lives two miles west of the airport and is concerned about safety, increased air traffic, airport expansion, and well water contamination (including from PFAS). She said that the area has become “the playground of Capital Flight.” Wolf said it’s not a

best practice to expand an airport before a master plan is done and to build it in the middle of a large metro area.

Jeanette Wheat, Town of Middleton, said she would like the opportunity to comment as the meeting progresses. Hallick said he is running the meeting in a manner that is patterned after how the Council conducts its meetings.

Mary Kefer, Prairie Home resident, stated that taxpayers should be part of the governing body to provide input. She is concerned about water rights and the encroachment of humanity, saying that flood waters have nowhere to go. She said residents “lose to big money” and would like more of a voice.

Dan Roekle, Town of Middleton, stated he hopes the Commission will tie discussion of agenda items to the master plan. He said he is confused about what is going on.

Agenda items included:

- **Trees encroaching into Runway 19 Approach Surface (at 6912 Schneider Rd.)**
 - **Land Use Zoning Ordinance related to airports**
 - **List of potential projects to include in petition for Airport Improvement Aid**
 - **Revisions to Capital Flight building plan and land lease area (hangar lot 41, 8265 Airport Rd.)**
 - **FAA/City of Middleton Grant Assurances (deferred from 1/2/20 meeting)**
-

**MIDDLETON AIRPORT COMMISSION
Thursday March 5, 2020 5:00 p.m.
MEETING MINUTES – Final**

Public Comment Regarding Agenda Items

Wayne Rounds Jr., Town of Middleton, thanked commission members for removing the land use overlay zoning ordinance from the list of projects. He stated that any type of overlay zoning affects property rights and can compromise financing and appraised values. He recommends notifying residents within 3 miles if this is considered again.

Agenda items included:

- **Airport Obstacles (Chart updates; Off-airport property trees; Possible Commission airspace policy)**
- **City of Middleton Floodplain Study**

MIDDLETON AIRPORT COMMISSION
Thursday May 7, 2020 5:00 p.m.
MEETING MINUTES – Final

Public Comment Regarding Agenda Items

Steven Ziegler, Town of Middleton, said he would like more details about the tree obstructions identified by the FAA. He asked the following: Why is this such an issue at this point? Does it have to be addressed before airport master plan is completed? Who is paying for this monitoring of obstructions? City or FAA? What proof is there that obstructions are big enough to affect airport operations? Ziegler said he has had clients who have had intrusions onto their property and is concerned about this happening again.

David Bryce, Town of Middleton, spoke about the method of reporting airplane noise complaints. He said it is difficult to get and record airplane N numbers, and he would prefer using email or a spreadsheet to report multiple complaints instead of having to submit them individually.

Jenny Pavlovic, Town of Middleton, said she agreed with the previous speaker and said that reporting noise complaints using the existing system is time-consuming and difficult.

Agenda items included:

- **Airspace Obstacles: Tree trimming**
-

MIDDLETON AIRPORT COMMISSION
Thursday June 4, 2020 5:00 p.m.
MEETING MINUTES – Final

Public Comment Regarding Agenda Items

Kyle Larson, Town of Springfield resident, spoke about the airport manager's assertion that the increase in noise complaints coinciding with a decrease in flights means that there may be an unrealistic expectation from area residents. She stated that the increase may be due in part to education about and improved access to procedures for filing noise complaints. She hopes that the Commission's willingness to revisit the traffic pattern indicates responsiveness to noise complaints.

Leslie Hayner, Town of Springfield resident, expressed concern that causality is being attributed from the noise complaint data because there could be many factors contributing to increased complaints, such as greater awareness of reporting procedures or an increase in recreational flights during April. She advised that the Commission not make decisions based solely on anecdotal commentary and instead collect more data. She asked at what point will the Commission simply listen to complaints without trying to explain them away.

Steve Ziegler, Town of Middleton resident, stated his displeasure with Cynthia Richson not being reappointed to the board. He stated that having town representation on the Airport Commission is of critical importance.

Jenny Pavlovic, Town of Middleton resident, spoke about a noise complaint that she had filed and said she thinks most pilots have done a good job with following noise abatement procedures. She is concerned about pilots who quickly turn left after taking off to the west. Pavlovic also stated that the Commission should have representatives from the Towns of Middleton and Springfield.

Pam Krill, Town of Springfield, stated that the town boards of Middleton and Springfield recently adopted a joint resolution requesting that the City add one representative from each town to the Commission.

Agenda items included:

- **Noise Abatement Procedure: Proposed change by airport manager**
- **Amendment #2 to Agreement with Mead & Hunt and the Bureau of Aeronautics (for Master Plan Services)**

Excerpt from Minutes:

Opitz reviewed the staff comments, which read in part as follows: “Wording within Section 8.0 (Alternatives Analysis) of the scope of services has been amended to specifically identify that the ‘no-action’ alternative will be included in the range of alternatives to be analyzed for each airport facility evaluated. Additionally, alternatives for future hangar development will include evaluation of on-airport opportunities, as opposed to all hangar development alternatives being focused off airport and within the area northeast of the runway intersection. The changes are attached and are underlined and colored in blue. Staff advises that the Commission recommend approval to the Council and BOA.”

Opitz said this contract amendment does not add cost because Mead & Hunt had been planning to do this work anyway. Stern stated that the Airport Master Plan Advisory Committee had also expressed a desire to document this more formally. Hallick said he sees this step as following the guidance of AMPAC—that this is noting that the City isn’t compelled to make any improvements to the airport. Opitz reported that the Town of Middleton Chairperson requested in a June 4 email that the Town’s April 14, 2020, letter be considered part of the record in conjunction with this item. (Staff had provided it to each Commission member prior to the meeting.) Hallick stated that he doesn’t believe that the Town of Middleton’s request has any impact on the possibility of doing environmental protection or a compatible use study.

Motion by Hallick/Bond to recommend that the Common Council and the BOA approve the amendment to the agreement. **Motion passed** 6-0.

MIDDLETON AIRPORT COMMISSION
Thursday August 6, 2020 5:00 p.m.
MEETING MINUTES – Final

Public Comment Regarding Agenda Items

Cynthia Richson, Town of Middleton Board Chair, spoke regarding agenda item #2. She stated the following:

- The proposed new language is much narrower than the “existing” language in the comprehensive plan. She advocated keeping the language, “while at the same time minimizing potentially negative impacts on nearby properties,” in the plan.
- The proposed new language is inconsistent with a USDOT 2019 report to Congress regarding airports being compatible with surrounding communities.
- Citizens have relied on the City’s 1998 Council resolution regarding runway length of 4,000 ft.

- According to the Bureau of Aeronautics Guidebook on Land Use, the vast majority of off-airport accidents occur within 5 miles of the runway, lower altitudes decrease the chances of a successful recovery, and communities should work cooperatively.
- Either retain the original version of the comprehensive plan language or postpone taking action until the City and the Towns of Middleton and Springfield can work on a cooperative plan for mutual benefit. A joint meeting is scheduled August 20.

Jenny Pavlovic, Town of Middleton, spoke about recent low overflights and stated she filed a report to Rich Morey. She would like to know how such flights will be addressed—either as an agenda item or as plans are being made.

David Bryce, Town of Middleton, spoke about limitations with the noise reporting system. He would like to be able to “download the patterns on the city website for airport complaints.” Bryce also advocated for the comprehensive plan to retain the language as requested by Chair Richson.

Kara Randall, City of Middleton, shared memories of growing up within five miles of the airport and stated that, as someone who recently got her pilot’s license, she has come to appreciate the role of general aviation in the community. She referred to C29 as a “gem.” She said that she and her partner started a flying club and have a plane based in Waunakee. Randall said she currently works part-time doing grounds-work at C29.

Robbie Kjonaas, Town of Middleton, spoke about concerns regarding low flying planes and safety. He stated that a plane flew “about 10 feet” over his neighbor’s roof about three years ago, and he said that some planes fly so low over his house that they have to gain elevation so that they don’t hit the ATC transmission lines along Bronner Rd.

Joe Getty, Town of Middleton, expressed concerns about safety, decreasing property values, and increased tax payments. He said he doesn’t understand why the Towns aren’t represented on the commission given that they represent “more than two-thirds of the actual operating area of airport.”

Steve Ziegler, Town of Middleton, stated that there have been acrobatic stunts flown over his residence the past couple weeks. He considers them scary, threatening, and a disgrace to the airport.

Agenda items included:

- **Item #2: Transportation Section of Draft Comprehensive Plan--Strategies and Actions related to the Airport**

**MIDDLETON AIRPORT COMMISSION
Thursday September 3, 2020 5:00 p.m.
MEETING MINUTES – Final**

Public Comment Regarding Agenda Items

David Bryce, Town of Middleton, spoke about airport mission and vision statements (citing the Truckee/Tahoe Airport’s statements as an example), noise sensitive areas, and factors that should influence whether to expand the airport such as an analysis of compatible land use.

Jeanette Wheat, Town of Middleton, stated that she would like pilots to fly higher above ground level and she asked what happens with noise complaints. Hallick responded that the airport manager investigates each complaint but noted that Morey doesn’t have enforcement ability. Morey stated that

his staff has recorded every complaint in a spreadsheet since 2004, and he asked that the City establish an email address for reporting noise complaints as an alternative to his personal email address. Opitz illustrated how to file a noise complaint through the City's website and noted that a phone hotline has been available for about 15 years.

Eric Engen, Town of Middleton, stated his belief that training flights are the greatest source of noise, the land use beneath the flight pattern has changed resulting in more people being negatively affected by noise, and noise complaints are filed with the person he feels is responsible for the noise. Fey noted that there are other pilots besides those affiliated with Morey Airplane Company who use the airport.

Jim Scorgie, Town of Middleton, expressed concern about property values and said that a house in his neighborhood along Airport Road has been for sale for three months.

Jenny Pavlovic, Town of Middleton, asked if there are any plans to add security cameras at the airport. She said she believes there were recently two near misses near the airport.

Agenda items included:

- **Chairperson Report**
- **Airport Manager Report**
- **Airport Financials: Review Airport Fund Sources and Uses Report; Review and Discuss 2021 Budget**

**MIDDLETON AIRPORT COMMISSION
Thursday October 1, 2020 5:00 p.m.
MEETING MINUTES – Final**

Public Comment Regarding Agenda Items

Opitz reported that the City received on 10/01/20 an email from Fred Klancnik, City of Middleton, expressing concern that the aviation forecast component of the airport master plan indicates a doubling in turbine aircraft over the next 20 years and requesting that Strategy #6 of the Transportation chapter of the City's comprehensive plan clearly state that the primary purpose of the airport is to serve recreational aircraft and emphasize the importance of maintaining a positive relationship with the neighbors of the airport.

Jenny Pavlovic, Town of Middleton, stated that noise complaints may have increased because people are spending more time at home this year and they have learned to identify tail numbers and use flight tracking software. She advocated for changing the reporting system so that data are grouped by time, date, and description. She believes the complaints center on a small number of pilots, perhaps a half dozen, and she appreciates that Rich has taken this seriously and has spoken with pilots.

Gary Keyes, Town of Middleton, spoke about residents willing to sign a petition against airport expansion, noise complaints being filed by representatives of area residents, the addition of neighborhoods since the airport's reconstruction, and the need for zero carbon emissions.

Kyle Larson, Town of Springfield, spoke about language changes in the comprehensive plan and said it is a "dangerous precedent" to remove language about respecting surrounding communities

and replacing it with language focusing on economic development. She said this language ignores the voice of the people and damages the City's relationship with the surrounding communities.

Cynthia Richson, Town of Middleton, listed examples of how she believes that the City's comprehensive plan isn't following a number of statutory requirements. She said that Section 6C should be expanded beyond transmission lines conflicts by identifying all existing conflicts with aircraft approaches. Richson claimed that the City failed to protect this airspace in 2016 and that a runway expansion to the west is not feasible. She stated that Mead & Hunt should halt all its work on facility study and design to preserve unused public funds.

David Bryce, Town of Middleton, stated that public officials have the obligation to protect the health, safety, and welfare of everyone and not just the safety of the airport and pilots. He spoke about FAA Grant Assurance #21 regarding compatible land use and said that the City has the responsibility to factor in the residents and schools in the vicinity of the airport. He spoke about noise emissions from Cirrus airplanes and asked why the City didn't consider increased noise impacts when it approved Capital Flight's move to the airport.

Steve Ziegler, Town of Middleton, spoke about the draft comprehensive plan, stating that it is incorrect for the language to indicate that the FAA has approved the aviation demand forecast—only the methodology. He said that the plan does not adequately address the socio and cultural impacts of the airport on surrounding communities nor the prospective use of eminent domain to expand the airport.

Bob Bartholomew, City of Middleton, spoke about the following:

- airport manager handling of noise complaints
- the brush clearing project and whether there are any endangered species
- the 6-year improvement plan does not match the ACIP report,
- the airport section of the comprehensive plan doesn't address the pandemic, environmental sustainability, individual health, and human equity.
- ATC transmission towers—what was the City's response during the FAA's review comment period? Was a waiver granted by the City?

Kathy Wolf, Town of Springfield, spoke about NEPA requirements related to airport planning, the context of the airport in relation to the aquifer and wetland, and the need for better documentation of public input. She stated that comments should be reported in their entirety as part of meeting minutes.

Agenda Items Included:

- **Airport Master Plan Advisory Committee Report**

Burck reviewed the report he prepared summarizing the 9/24/20 meeting.

- **Draft City of Middleton Comprehensive Plan 2020**

Attoun gave a short presentation about the City's efforts to overhaul its comprehensive plan and reviewed how City staff addressed input provided at the August 6 Airport Commission meeting. She stated that Planning staff are requesting feedback from pertinent city committees either by formal vote or by consensus with the understanding that no major policy changes will be made to the draft document without the Plan Commission's support.

Burck stated he felt the airport section is well drafted. Lorman offered several suggestions:

- Use the airport identifier (“C29”) consistently and remove gender-specific references.
- Action 6B: Move the discussion about the origins of the airport (page 41, second paragraph) earlier in the section before discussing flight school operations.
- Revise the language about noise complaints by eliminating a vague “majority” reference and indicate that they will be addressed through the standard operating procedures that exist through the complaint process.

Hallick stated that Action 6C should refer to development of a broad policy to protect airspace and all approach pathways. He referred to airspace as a perishable commodity and stated that the City should use the powers it has to limit structures that penetrate airspace around the airport. Burck agreed that this goes beyond buildings and transmission lines. Hallick noted that trees can also impact minimums and instrument approaches.

Morey suggested that Action 6C read more broadly: “Protect the airspace and the approach corridors.” (Transmission lines are one example of that.) He also stated that the increase in noise complaints is not related to an increase in flight operations, which is debatable, but is more correlated with the reality that the surrounding area is now more developed. Lorman suggested referring to more structures in the approach corridors. Opitz noted that Action B indicates that 14,000 people now live within two miles of the ends of the runway. Morey said that there are still areas that could be protected. Hallick said it’s a matter of having the tools to protect them.

Hallick asked whether any commission member disagrees with any comments that were made. No member raised any concerns, so he declared that these comments reflect the consensus of the Commission.

MIDDLETON AIRPORT COMMISSION

Thursday November 5, 2020 5:00 p.m.

MEETING MINUTES – Final

Public Comment Regarding Agenda Items

Jenny Pavlovic, Town of Middleton, inquired about the recent operation of an Embraer Phenom at the airport and asked whether this would happen more often. She spoke about the aircraft specifications and runway length.

David Bryce, Town of Middleton, spoke about a fatal airplane crash involving a vehicle that took place in Waunakee in 1974 and urged that the crosswind runway be closed because the runway protection zone straddles Airport Road and he is worried that a serious accident will occur. He advocated for widening a turf area parallel to the main runway, and he requested that unleaded fuel such as UL-94 be sold at the airport and discussed as a future agenda item.

Gary Keyes, Town of Middleton, stated that the few people who are speaking at meetings or take the time to file noise complaints represent many other people who are concerned about aircraft noise.

Jeanette Wheat, Town of Middleton, said she seconds what Mr. Keyes said.

Agenda items included:

- **Airport Manager’s Report**

Morey supplemented his Oct. 3 written report with the following information:

- **Community Relations / Noise reports:** Morey staff log and locate every noise complaint that they receive. He contacts every pilot he can identify and stated that most noise complaints are reporting aircraft that are flying the voluntary noise abatement procedure.
- **Safety:** Online format for the pilot safety seminars is drawing broader participation.
- **Maintenance:** Not trimming trees encroaching into runway approach surfaces could affect airport minimums on approaches.

Morey stated that the airport can easily accommodate the Phenom if it is not fully loaded and he noted that the pilot in command makes the determination whether they can operate safely at an airport. He contrasted the Waunakee airport operating environment with C29, noting that pilots at C29 do not use the grass runway at night and that there isn't a road located as close to the runway as in Waunakee. Morey also said he is looking into options for selling alternative fuels. He stated that around half a dozen pilots have expressed an interest, but it would not be a replacement for selling 100 octane low lead fuel. Hallick asked Morey to provide a future update.

Note: This is an example of comments made during a meeting in response to public comments regarding items not listed on the agenda.

- **Airport Master Plan Advisory Committee Report**

Burck reviewed the report he prepared summarizing the 10/29/20 meeting, which focused on Chapter 3 – Facility Requirements, and he reviewed the remaining tasks included in the consultant's contracted scope of services.

- **Airport Manager Performance Review**
- **Lighting for seasonal ice rinks at Penni Klein Park** (PRFC 10-19-20)

MIDDLETON AIRPORT COMMISSION
Thursday December 3, 2020 5:00 p.m.
MEETING MINUTES – Final

Public Comment Regarding Agenda Items

Ald. Susan West conveyed comments she received in an email from Kassia Shaw, a Middleton Hills resident who expressed concern about low and loud planes and advocated for an improved noise complaint reporting procedure. West said that she herself has observed one airplane flying atypically low over the neighborhood this year.

Jenny Pavlovic, Town of Middleton, spoke about 32 noise complaints she had recently submitted. She said she believes the complaints cover around 170 overflights. Pavlovic stated that the Hickory Woods neighborhood seems to have more overflights since the noise abatement pattern was altered this summer and she wondered why the orange marking on the previous map has been removed.

Kathy Wolf, Town of Springfield, said she agrees with the previous speaker. She said that aircraft noise is causing a lot of stress and that there has to be more done than relying on voluntary compliance. She added that it is poor timing for the City to be working on the airport master plan during the pandemic because this process is adding to the stress.

Deb Neuman, Town of Springfield, states that some planes are jaw-droppingly low and are pretty intrusive. She said that there are a lot of people who are fine with the airport as it is but their concern is that there will be an increase in traffic.

An anonymous man who has spoken previously said he didn't want to identify himself because he believes his residence was buzzed after he spoke out previously. He stated that he is spending about \$10,000 to add sound proofing to his residence. He asked the City to consider the airport's impact on the finances, quality of life, and health of area residents, and he is worried that his house value will decrease by 30%.

David Bryce, Town of Middleton, asked for a reassessment of the noise abatement program because the number of flights near his home has increased. He stated that about 75% of the runway protection zone (RPZ) is south of airport property, and—citing vehicle traffic volumes along Airport Road and a recent airplane crash in California—he asked what is the purpose of the RPZ if it can't protect the runway.

Agenda items included:

- **Tree Trimming / Obstructions in Certain Runway Approaches**
 - **Complaint Reporting Processes**
-

MIDDLETON AIRPORT COMMISSION
Thursday January 7, 2021 5:00 p.m.
MEETING MINUTES – Final

Public Comment Regarding Agenda Items (3 minute limit)

Jenny Pavlovic, Town of Middleton, spoke about her observations regarding aircraft overflights and said that there are increased noise complaints in 2020 because people stayed home more and learned how to use apps to track / identify flights.

Robby (who declined to provide his last name) recounted a story from his childhood about a boater who chased a loon and he spoke about his recent observation of a plane near the airport flying into a flock of geese.

Andy Z., a resident of Legacy Drive (Town of Middleton), expressed concern about airport expansion and said he noticed fewer flights over his neighborhood in December. He asked that this continue.

Steve Ziegler, Town of Middleton, stated that a previous speaker should have been allowed to finish his statement.

Gary Keyes, Town of Middleton, said he hopes the airport doesn't expand and hopes there will be a dialogue with pilots to improve accountability.

Jeanette Wheat, Town of Middleton, said that aircraft noise is more of an issue for her neighborhood given its higher elevation, and said not everyone has time to file complaints.

Leslie Hayner, Town of Springfield, requested permission to give her time to another speaker. Chair Hallick replied that each person is limited to three minutes.

Agenda items included:

- **Airport Manager Report**

Morey spoke about community relations / noise reports, airport safety, and airport maintenance. He supplemented his Jan. 7 written report with the following information:

- The tractor is actually being repaired at Kalscheur Implement
- No pilot would ever intentionally fly into a flock of geese due to risk of damage to aircraft.
- Noise complaints have increased 720% from December 2019, even though his company is doing about 90% of the business.
- A jet cited earlier followed a standard VFR departure procedure, whereas the locally adopted voluntary noise abatement procedure doesn't follow standard FAA procedures. He said airport staff tries to encourage pilots to be good neighbors so as to avoid triggering a noise complaint.
- The December safety seminary focused on preflight inspection.

Note: This is another example of comments made during a meeting in response to public comments regarding items not listed on the agenda.

- **Tree Trimming / Obstructions in Certain Runway Approaches**

- **Noise Complaints: Geographic Analysis of 2019-2020 Complaints and Modifications to Online Reporting System**

MIDDLETON AIRPORT COMMISSION

Thursday February 4, 2021 5:00 p.m.

MEETING MINUTES – Final

Public Comment Regarding Agenda Items (3 minute limit)

David and Susan Arendt, 4714 Capitol View Road (City of Middleton), spoke about the mature oak tree that needs to be pruned. They expressed the concern that the tree be trimmed by a knowledgeable contractor with care so that it retains its natural appearance.

Cynthia Richson, Town of Middleton Board Chairperson, requested that the City obtain a survey to confirm that the Arendt tree is encroaching the runway approach surface and that the City work with a certified arborist. She also provided observations and suggestions regarding the aircraft noise reporting form.

Kassia Shaw (City of Middleton) stated that the level of detail on the noise complaint form places an undue burden of proof on people negatively impacted by noise disproportionate to the response they receive to their complaint. She said that the form looks like it was designed to discourage the filing of noise complaints, and she believes that providing only the address, time, and date is sufficient information to allow follow-up investigation. She also spoke about accountability and fear of retaliation.

Jenny Pavlovic (Town of Middleton) asked that the airport consider adopting a right-turn traffic pattern so that flights operate over less populated areas.

Bob Bartholomew (City of Middleton) noted that the AMPAC report does not refer to the air quality / pollution discussion that took place at the meeting. He spoke about a US EPA report on lead emissions in Dane County; cited an FAA advisory circular pertaining to noise levels, water quality, and air quality; and referred to information he provided to AMPAC members at their January meeting.

Jeanette Wheat (Town of Middleton) stated that she believes a statement in the City's proposed comprehensive plan regarding environmental stewardship is in direct conflict with "plans to expand the airport." She also spoke hangar development and said that a "push to create a commercial airport" is totally inappropriate and incompatible with the interests of recreational pilots.

Steve Ziegler (Town of Middleton) stated that it is unacceptable that the Environmental Settings chapter of the master plan doesn't address air quality.

Agenda Items Included:

- **Airport Master Plan Advisory Committee Report**

Burck supplemented his written report by stating that Mead & Hunt is working on language to add to the Environmental Settings chapter to address the air quality discussion that occurred at the Jan. 14 committee meeting. He noted that detailed environmental analysis is done if or when the City decides to proceed with a particular project. Burck summarized AMPAC member discussion regarding the initial development alternatives.

Hallick said it would be useful to study air quality at multiple points around the airport. Burck responded that this is outside the scope of the master plan work. Opitz confirmed that AMPAC members will be asked to review a proposed addition to the Environmental Settings chapter at their next meeting.

- **Mitigation of Airway and Approach Obstacles and Obstructions**
- **Changes to Noise Complaint Map and Online Reporting System**

MIDDLETON AIRPORT COMMISSION Thursday March 4, 2021 5:00 p.m. MEETING MINUTES – Final

Public Comment Regarding Agenda Items (3 minute limit)

The following people addressed the Commission regarding the listed topics:

- Jenny Pavlovic (Town of Middleton): gauging hangar demand; airport event approval process; unleaded fuel storage at the Sauk Prairie airport
- Cynthia Richson (Town of Middleton): airport event approval process; mobile lead emissions
- Robert (last name unknown; City of Middleton resident): reducing carbon and lead footprint of aviation; use of short-range battery powered aircraft for training
- Joe Getty (Town of Middleton): aircraft noise; inclusion of air quality information in airport master plan; lead emissions; Rock the Ramp event
- Eric Engen (Town of Middleton): noise abatement procedures; consider right-turn pattern to address noise concerns; lead emissions
- Jade Hofeldt (Capital Flight): FAA doesn't fund private hangar development; many airplanes aren't certified to use unleaded fuel; Capital Flight is not planning monthly concert series

- Kathy Wolf (Town of Middleton): noise abatement plan not being followed; noise and lead emissions; shouldn't abbreviate event approval process when liquor is involved
- Bob Bartholomew (City of Middleton): airport event approval and notification process; event safety; airport safety issues raised by Hallick in 2019
- Steve Ziegler (Town of Middleton): speaker time limit should be more flexible
- David Bryce (Town of Middleton): lead discussion at recent Town of Middleton Board meeting; airport event approval and notification procedure; respect for differing opinions

Agenda Items Included:

- **Airport Master Plan Advisory Committee Report**

Burck reviewed the report he provided in the packet. Fey and Lorman shared their observations from the meeting regarding options for Runway 1/19, and Hallick stated the following:

- The airport layout plan will need to show any project the city intends to pursue, whether in the short- or long-term.
- Paving and lengthening the north-south runway could reduce the use of Runway 10/28 and therefore noise west of the airport.
- Discussions about switching to a right-turn traffic pattern should include an agreement to protect land from development northwest of the airport as well as testing of noise levels.

- **Mitigation of Airway and Approach Obstacles and Obstructions**
- **Survey of Based Hangar Owners and Aircraft Owners**
- **Potential Abbreviated Airport Event Approval Process**

**MIDDLETON AIRPORT COMMISSION
Thursday April 1, 2021 5:00 p.m.
MEETING MINUTES – Final**

Public Comment Regarding Agenda Items (3 minute limit)

Hallick spoke about the importance of limiting comments to items that are on the posted meeting agenda.

The following people addressed the Commission regarding the indicated topics:

- Jenny Pavlovic (Town of Middleton): FAA guidance regarding fly-ins, aircraft missing from flight-tracking software, adding items to commission meeting agendas
- Kathy Wolf (Town of Middleton): tracking of noise complaints; more than a few people are filing complaints; area residents feel powerless, unsafe, fearful, stressed.
- Cynthia Richson (Town of Middleton): meeting minutes are incomplete; she requested that a complete copy of her March 4 statement be included in the minutes

Agenda items included:

- **Mitigation of Airway and Approach Obstacles and Obstructions**

MIDDLETON AIRPORT COMMISSION
Thursday May 6, 2021 5:00 p.m.
MEETING MINUTES – Final

Comment Regarding Public Comment

Hallick stated that the Public Comment period would no longer appear on future agendas based on guidance he has received from the city administrator. He reported that this guidance is being provided to all city committees, but the public remains welcome to comment via email to City staff and to speak under Public Comment at the beginning of Common Council meetings.

Agenda Items Included:

- **Airport Master Plan Advisory Committee Chair Report**

Ald. Burck spoke briefly about the April 10 open house, noting the public was invited to review draft master plan documents, view summary videos, and provide questions and comments in advance of the open house. He announced that the May 20 AMPAC meeting will likely be the final meeting of the advisory committee.

Munson asked that a product be provided to the Airport Commission. Burck responded that the plan is to provide each member with the opportunity to indicate their preferred alternative for the runways and hangar development, and to indicate whether they support changing to a right-turn traffic pattern. Opitz stated that Mead & Hunt has developed a scoring worksheet to assist with this process. Hallick said that he would also be interested in people's second choices. He added that he sees AMPAC's role as conveying stakeholder perspectives and the Airport Commission's role as providing the aviation perspective. He and Burck noted that ultimately it will be up to the Council to set the policy direction to inform the completion of the master plan. Burck added that public comment would not be accepted at the last AMPAC meeting but there will be future opportunity for public input before the master plan is adopted.

- **Status of Mitigation of Airway and Approach Obstacles and Obstructions**
- **Airport Users Survey Results**

MIDDLETON AIRPORT COMMISSION
Thursday June 3, 2021 5:00 p.m.
MEETING MINUTES – Final

No public comments accepted per Chair Hallick's statement at May meeting.

Agenda items included:

- **Airport Master Plan**

Commission members discussed the various options described in John Hallick's memo and in the minutes of the May 20 Airport Master Plan Advisory Committee meeting.

Runway 10/28 Alternatives

(6:25 of recording)

Commissioners each shared their views:

- Bond: At first favored Alt. 1 (4,200' extension) but now supports Alt. 2 (4,440' extension).
- Brar: No-Build. We have one of the safest airports; there's no need to add to it. Need to make decisions that are in the interest of the whole region. User survey indicated 93% satisfied with existing runway length. Pilots have option to land at MSN. No direct benefit to taxpayers. We don't want bigger airplanes. Only small percent of people who live and work in Middleton use the airport.
- Burck: No-Build.
- Fuszard: Supports No-Build in a vacuum; difficult to justify additional 440 feet.
- Munson: Alt. 2, because it's better to have the safety margin. Favors longer runway as long as it doesn't facilitate larger aircraft to use the airport. Airports such as Middleton's are key reliever airports without which the national aviation infrastructure would fail.
- Lorman: Alt. 2. Used to think runway length was fine, but one can never have enough runway in terms of safety. Doesn't believe it will increase traffic or change mix of planes given trends in aviation. Need to look forward into the future and recognize Middleton is growing. If funding is available, why not take it? Otherwise may limit our ability to get funding in the future.
- Hallick: Adding length adds safety and won't change things much. Runway length is just one component of safety. Runway protection zone remains on existing airport property. Approach would not be lowered because it's defined by obstacles to the west, but will have a higher minima. He bristles at the rationale that keeping runway shorter is a way to discourage pilots from using the airport. The safety of surrounding community is linked to safety of the pilots.

Motion by Brar/Burck to recommend the No-Build alternative. Roll call vote: Brar, Burck, Fuszard voted in favor; Hallick, Lorman, Munson voted no; Bond abstained. **Motion failed 3-3.**

Runway 01/19 Alternatives

(29:50 of recording)

Commissioners each shared their views:

- Hallick: This is the most pivotal issue facing the airport. Prevailing winds favor 01/19. A paved runway would help consolidate two traffic patterns into one. Over 50% of planes that fly over the Town of Middleton will be diverted to the north. About 90% of existing aircraft could use a north-south runway 3,200 feet in length. It would provide a backup runway for when the other is closed for maintenance. A shortened 01/19 runway would not be a functional equivalent to a 4,000 ft. runway. Only a few planes could use Alts. 2 and 3, whereas Alts. 6 and 7 make it open to most current aircraft. Would prefer Alt. 8, but Alt. 6 or 7 is the best we can do.
- Bond: No-build.
- Brar: No-build or Alt. 1 if it is acceptable to existing runway users. Don't want to disadvantage pilots who currently use the turf runway. Can see how Alt. 6 or 7 would be helpful by removing some traffic from Runway 10/28, but concerned about price tag and impact on Schneider Road.

- Burck: Strongly favors Alt. 6 or 7 because they 1) address the RPZ issue, 2) provide a 3,280 ft. runway that is usable by about 90% of current aircraft without severing Schneider Rd., and 3) help address noise concerns from residents west and east of the airport. While allowing RPZ to continue to extend south of airport limits is permissible, it's beneficial to shift it onto airport property.
- Fuszard: Favors Alts. 2 or 3. Concerned about not negatively affecting tailwheel pilots.
- Lorman: Favors Alts. 6 or 7, but maintaining a turf runway is very important because pilots need to learn to operate on a variety of surfaces. Airport is a training facility; pilots receive their endorsements here. Does not favor shortening existing runway.
- Munson: Favors Alts. 6 or 7 to enhance safety (landing in a crosswind is very difficult) and to move up to 60% of traffic away from the west end of the airport. Development of alternatives is a way to document alternative viewpoints at the time that the master plan is being drafted. Times change, demand changes, infrastructure has to respond to community growth. Has heard two main themes from the public: preservation of land and aircraft noise over residential areas, especially west of the airport. Communities should work together to develop compatible land uses. Building an airport is the best way to preserve land. A paved runway will facilitate more hangar development, which will help generate income. He estimates this would increase traffic 1 to 5%.

During this discussion, Opitz noted that Bob Blettner, the owner of the two corner lots south of Airport Road, has requested that the City shift the RPZ off his property. Morey stated that neighborhoods that now experience overflights were not established when runway patterns were put in place. He noted that tailwheel aircraft continue to operate between the taxiway and runway and that there is no specific guidance whether they can or cannot. He said that the reality is that tailwheel pilots could operate in this fashion unless FAA says otherwise. Hallick expressed disappointment that these operations are occurring. Morey spoke about not having the ability to enforce turf operations. He added that not all crosswind landings are dangerous.

Motion by Hallick/Munson to recommend Alternative 6 or 7. Roll call vote: Bond, Burck, Hallick, Lorman, Munson voted in favor; Brar, Fuszard voted no. **Motion passed 5-2.**

Hangar Alternatives

(1:07:40 of recording)

Opitz reviewed the alternatives developed by Mead & Hunt. Commissioners each shared their views:

- Munson: Favors Alt. 2. He doesn't think adding hangars will significantly increase traffic but it will bring in more revenue.
- Lorman: Favors Alt. 2
- Hallick: Alt. 2. He believes there is room to put in a separate turf runway north of the solar array (see below).
- Fuszard: No-build.
- Burck: Alt. 2
- Bond: Alt. 2.
- Brar: Alt. 1 as long as there are no creek channel or floodplain impacts. Favors construction of smaller hangars, not 100'x100' hangars. There's a need to validate the demand for hangar space.

Motion by Hallick/Burck to recommend Alternative 2, recognizing that some adjustments may be necessary. Roll call vote: Bond, Burck, Hallick, Lorman, Munson voted in favor; Brar, Fuszard voted no. **Motion passed 5-2.**

Traffic Pattern Rotation – standard vs. non-standard

(1:19:30 of recording)

Hallick stated that the impetus for changing to a clockwise (non-standard) pattern was to send aircraft over farmland, which he said is accomplished by having a paved north-south runway. He noted that changing the traffic pattern could lead to complaints from different people, and he spoke about the “embedded learning” that pilots have from having flown the existing pattern. Commission members each shared their views:

- Bond: No opinion.
- Brar: No opinion but ok with keeping it standard. (He excused himself from the meeting.)
- Burck: Maintain standard; agrees that a paved north-south runway provides benefits of a right-turn pattern.
- Fuszard: Maintain standard.
- Hallick: Maintain standard.
- Lorman: Maintain standard.
- Munson: Maintain standard.

Motion by Burck/Lorman to recommend continued use of the standard (counterclockwise) traffic pattern. **Motion passed** 6-0.

Hallick stated that he sees a potential opportunity to establish a new, east-west turf runway north of the solar farm. He said this would provide at least 400 feet of separation from the centerline of Runway 10/28 and he believes this could be placed on the ALP and be federally funded. He cited the lack of Federal guidance regarding turf operations adjacent to a paved runway.

Holbrook responded that Mead & Hunt’s scope did not include evaluating a third runway and that he’s 95% sure that FAA would not help fund a third runway at a general aviation facility. He stated that airports typically establish a turf runway on their own.

Motion by Hallick to recommend that Mead & Hunt and the Common Council look at the possibility of establishing an east-west turf runway north of the solar farm. **Motion died** for lack of a second.