



AIRPORT COMMISSION MEETING AGENDA
WEDNESDAY, JULY 08, 2026 AT 5:15 PM
1741 RIVER DRIVE, WATERTOWN, WI 53094

- 1. CALL TO ORDER**
- 2. REVIEW AND APPROVE MEETING MINUTES**
 - A. Airport minutes from June 10, 2026
- 3. REVIEW AND APPROVE BILLS**
 - A. Bills from June 2026
- 4. MANAGER REPORT**
 - A. Review: Monthly Use Report
 - B. Discuss: Upcoming Aviation Activities & EAA Updates
 - C. Review: Hangar updates
- 5. OLD BUSINESS**
 - A. Review & discuss: Runway 23/05 reconstruction project update
 - B. Review: Any updates on the Stormwater plan
 - C. Review & discuss: Continue to add & prioritize airport improvement plan
- 6. NEW BUSINESS**
 - A. Review & discuss: Capital & general budget for 2027
- 7. ADJOURNMENT**

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

Watertown Airport Commission
1741 River Drive, Watertown, WI 53094 (920) 261-4567
Meeting Minutes from Wednesday, May 13th, 2026

Attendance:

Alderman Fred Smith	Present via phone
Dr. Terry Turke	Present
Tom Finnel	Present
Sean Lapp	Present
Jeff Baum, Airport Manager	Present
Tom Klug	Present
Tom Hahn	Present
Eric Wegner	Absent

Others:

Krys Brown, Wisconsin Aviation – Present
Jeremy Roberts – MSA Engineering

1. Terry Turke called the meeting to order at 5:15 PM.
2. A motion to approve the minutes from May 13th was made by Tom Hahn and seconded by Tom Finnel. Motion carried.
3. A motion to approve the May bills in the amount of \$7,385.82 was made by Tom Klug and seconded by Sean Lapp. Motion carried.
4. Managers' Report:
 - Jeff Baum had an interview with Channel 27 on fuel pricing.
 - WI Aviation will have a Citation XL on the field in July.
 - Two people are interested in building hangar's south of the existing T-hangars. Mr. Pooler is moving forward with his exterior walls. EAA is working on the inside of their hangar and moving the fence to accommodate access from the road.
 - Waukesha Airport will be closed during Air Venture due to a runway project that may give Watertown a lot more airplane traffic.
 - Shared email from Scott Fitzgerald regarding the FY2026 Appropriations Community Project Funding grant.
5. Old Business:
 - Review & Discussed: Runway 23/05 reconstruction project – After discussion on five of the engineer firms for the runway reconstruction bids for the design & environmental study, a motion was made by Eric Wegner and seconded by Tom Hahn to change to Mead & Hunt for the project. Motion carried.
 - Stormwater plan – Nothing to report.
 - Discussed: Watertown airport improvement. Commission would like a letter sent to the mayor for the need for water & sewer on Taxiway C for the new hangar development.
6. Adjournment:
 - There being no further discussion, a motion for adjournment was made by Tom Hahn and seconded by Tom Klug.

Respectfully submitted by: Krys Brown

Minutes are submitted unapproved

2025-2026 Services for Watertown RYV

Section 4, Item A.

	Instruction	Fuel/Oil	Restaurant	Maint.	Avionics	Aircraft Sales	Courtesy Car	Car Rental	Paint Shop	GPU	Lav/H2O	Hangar/Tiedown	PlugIn/Preheat	Deice/TKS	Aircraft Rental	Takeoff/Landing	NSR	Total & Landing	Total # on Board
Jan-25	95	47	29	19	0	0	5	1	0	0	0	225	7	0	169	359	89	1208	622
Feb-25	103	126	14	11	0	1	4	1	0	0	0	190	110	1	142	283	70	1013	509
Mar-25	141	141	45	9	0	0	3	0	0	0	1	274	2	0	200	436	110	1183	737
Apr-25	116	161	51	18	0	0	3	3	0	0	1	258	0	0	180	398	79	1145	669
May-25	144	260	53	23	0	0	3	2	0	0	0	341	0	0	240	514	109	1570	954
Jun-25	98	94	38	16	0	0	1	0	0	0	0	165	0	0	125	148	29	754	575
Jul-25	166	297	45	12	0	0	5	7	0	0	0	279	0	0	216	502	176	1605	1174
Aug-25	237	294	69	14	0	1	5	0	0	0	1	365	0	0	327	558	148	2027	1169
Sep-25	132	195	54	16	0	0	8	0	0	0	0	286	0	0	229	469	131	1577	891
Oct-25	149	192	37	20	0	0	2	1	0	0	0	346	1	0	259	485	105	1786	899
Nov-25	68	109	31	13	0	2	6	0	0	0	0	187	0	0	135	302	80	997	504
Dec-25	62	115	16	11	0	0	4	0	0	0	0	176	0	0	130	273	88	939	477
YTD TOTALS	1511	2031	482	182	0	4	49	15	0	0	3	3092	120	1	2352	4727	1214	15804	9180
Jan-26	76	127	6	13	0	0	0	0	0	0	1	182	0	0	147	269	74	1004	462
Feb-26		183	44	12	0	0	3	0	0	0	0	234	0	0	184	388	118	1366	680
Mar-26	102	173	36	15	0	0	0	0	0	0	0	199	0	0	154	331	92	1240	571
Apr-26	87	183	18	14	0	0	2	0	0	0	0	202	0	0	137	309	107	1078	608
May-26	135	250	30	9	0	0	5	0	0	0	0	288	0	0	212	452	166	1658	879
Jun-26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jul-26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aug-26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sep-26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oct-26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov-26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dec-26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD TOTALS	400	916	134	63	0	0	10	0	0	0	1	1105	0	0	834	1749	557	6346	3200

Instruction - Flight Instruction originating at FBO, i.e. Flight School and private instructors

PlugIn/Preheat

Fuel/Oil - any plane taking on fuel or oil

Deice/TKS - Line can check TKS balance on plane/planes requiring deicing

Restaurant - any plane coming in for food in the area

Aircraft Rental - Rentals originating at FBO and charters originating at FBO

GPU

Takeoff/Landing - ALL planes that take off or land (gives us a count of planes utilizing FBO)

Lav/H2O - N/A at RYV & UNU

NSR - No service required, used for flyovers, low approach and parking only.

Hangar/Tiedown - Hangar customers as well as overnite transients

Total T/O & Landing - each count as one