



AIRPORT COMMISSION MEETING AGENDA

WEDNESDAY, DECEMBER 10, 2025 AT 5:15 PM

1741 RIVER DRIVE, WATERTOWN, WI 53094

Join Zoom Meeting:

<https://us02web.zoom.us/j/4983065761?pwd=VGo4Wk1oMWZRREw1NWtsK1VyZitGdz09>

Meeting ID: 498 306 5761 **Passcode:** 36061741

1. CALL TO ORDER

2. REVIEW AND APPROVE MEETING MINUTES

A. Minutes from November 12, 2025

3. REVIEW AND APPROVE BILLS

A. Review and approve: Bills from November 2025

4. MANAGER REPORT

A. Review: Monthly Use Report

B. Discuss: Upcoming Aviation Activities & EAA Updates

C. Review: Progress on the Vietnam Veterans Memorial Wall

5. OLD BUSINESS

A. Review and discuss: Runway 23/05 reconstruction project update

B. Review: Any updates on the Stormwater plan

6. 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, November 12th, 2025

Attendance:

Alderman Bob Wetzel	Present
Dr. Terry Turke	Present
Tom Finnel	Present
Sean Lapp	Present
Jeff Baum, Airport Manager	(Arrived late)
Tom Klug	Absent
Tom Hahn	Present
Eric Wegner	Present

Others:

Krys Brown, Wisconsin Aviation – Present
Tom David, Wisconsin Aviation/UNU
Jeremy Roberts, MSA Engineering

1. Dr. Terry Turke called the meeting to order at 5:15 PM.
2. A motion to approve the minutes from October 8th with the correction of Eric Wegner was present made by Tom Hahn and seconded by Bob Wetzel. Motion carried.
3. A motion to approve the October bills in the amount of \$8,705.85 was made by Tom Finnel and seconded by Eric Wegner. Motion carried.
4. Managers' Report:
 - Reviewed: The Monthly Airport Use report and noticed activity was better than last year at this time.
 - Discussed the Wisconsin Aviation Conference and the better attendance from the Bureau of Aeronautics, good sessions and good networking.
 - No updates with the EAA chapter
 - The Vietnam Veterans Memorial Wall - getting closer to their financial goal, over \$350,000 plus has been raised. They have dug and poured the foundation.
5. . Old Business:
 - Review: Runway 23/05 reconstruction project – Jeremy of MSA is working with the Bureau to get a firm date on the environmental study.
 - Discussed: Tim Pooler has his roof on the hangar and is working on enclosing the rest of the building. Brad Grooms has approvals from the City and has staked out his hangar. He hopes to pour the foundation by the end of November.
 - Discussed: The stormwater plan is still on hold until the hangar development is complete off Taxiway C and will be updated when we revise the ALP (airport layout plan).
6. Adjournment:
 - There being no further discussion, a motion for adjournment was made by Eric Wegner and seconded by Tom Hahn.

Respectfully submitted by: Krys Brown

Minutes are submitted unapproved

2024-2025 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 T/O & Landing	Total # on Board
Jan-24	49	75	9	22	0	0	4	1	0	0	0	97	0	2	88	185	50	639	331
Feb-24	94	159	33	19	0	0	8	2	0	0	0	247	1	1	155	390	92	1256	659
Mar-24	141	166	37	22	0	0	5	0	0	0	0	283	0	0	221	435	89	1504	751
Apr-24	119	199	54	24	1	0	4	1	0	0	0	266	0	0	190	452	116	1567	819
May-24	148	227	81	27	0	1	5	2	0	0	0	316	0	0	229	568	149	2108	1038
Jun-24	180	323	25	30	0	0	4	2	0	0	0	364	0	0	275	543	134	2132	986
Jul-24	127	389	84	22	0	0	4	11	0	0	0	377	0	0	208	725	178	2046	1249
Aug-24	150	284	85	16	0	1	4	0	0	0	0	309	0	0	226	523	123	1740	922
Sep-24	188	315	74	29	0	0	5	1	0	0	0	335	0	0	256	548	118	1862	942
Oct-24	109	212	55	26	0	1	6	2	0	0	0	241	8	0	163	432	117	1389	755
Nov-24	100	175	32	20	1	3	4	0	0	0	0	204	0	0	160	313	62	933	559
Dec-24	82	135	20	7	0	0	1	0	0	0	0	198	11	1	145	273	51	733	496
TD TOTALS	1487	2659	589	264	2	6	54	22	0	0	0	3237	20	4	2316	5387	1279	17909	9507
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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TD TOTALS	1449	1916	466	171	0	4	45	15	0	0	3	2916	120	1	2222	4454	1126	14865	8703

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

Fuel/Oil - any plane taking on fuel or oil

Restaurant - any plane coming in for food in the area

GPU

Lav/H2O - N/A at RYV & UNU

Hangar/Tiedown - Hangar customers as well as overnight transients

PlugIn/Preheat

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

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

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

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

Total T/O & Landing - each count as one