

**City of Stevens Point  
Airport Commission  
July 14, 2025 - 12:49 PM**

**Stevens Point Public Utilities  
300 Bliss Avenue, Stevens Point, WI**

**OR**

**Zoom Teleconferencing**

**Meeting ID: 820 26885705**

**By Computer: <https://us02web.zoom.us/j/82026885705>**

**By Phone: (303) 715-8592**

## **MINUTES**

### **Discussion and Possible Action on:**

#### **1. Roll Call.**

**PRESENT:** Paul Adamski, Anna Haines, Mae Nachman and Ray Schmidt

**EXCUSED ABSENCE:** Carl Rasmussen

**ALSO PRESENT:** Joel Lemke, Jennifer Schmeiser, Shane Kohnen, Chris Lefebvre, Jason Draheim, Jaime Zdroik and Ald. Shuda

#### **2. Approval of Minutes**

**Motion** made by Ray Schmidt, seconded by Anna Haines to approve the May 12, 2025 meeting minutes of the Airport Commission.

***Ayes all. Nays none. Motion carried.***

#### **3. Approval of Department Claims**

**Motion** made by Mae Nachman, seconded by Anna Haines to approve the department claims for the months of May and June 2025 as audited and read.

***Ayes all. Nays none. Motion carried.***

#### **4. 2024 Audit Presentation by Baker Tilly**

Jodi Dobson of Baker Tilly presented the 2024 Audit for the Airport.

Jodi stated 2024 revenues were up a little from the previous year. The expenses were higher than the revenues however, a large portion of that is the depreciation expense. Cash reserves have been maintained in previous years but dropped slightly below the 3-month benchmark due to some one-time items. If that continues to go down, we will have to look at the Airport budgets. Capital activity can cycle from year to year. We will have to monitor the trend going forward.

**Motion** made by Ray Schmidt, seconded by Mae Nachman to approve the 2024 Audit completed by Baker Tilly.

***Ayes all. Nays none. Motion carried.***

**5. Sponsor-only memo for master plan effort-Joel Leme, Jason Draheim**

Joel explained the "Sponsor-only" agreement is required by the Bureau of Aeronautics for the Master Plan project to continue. We typically, depending on funding, have to pay between 2.5 to 5% of the project. Recently, it was just lowered to 2.5%. The way they handle cash between FAA and the BOA is until the bureau has cash in hand and allocated/designated for that project, they can't move forward on the project. To keep going with the project, we would need to enter into an agreement. Once the funds come in, the "Sponsor-only" agreement becomes null and void. Even if that money didn't come in we have other funding sources available through the BOA for this project. If we would ask them to use that funding for this project it might change the order of other future projects and we don't want to do that.

The option is to approve this, and we continue going on with our Master Plan, or don't, recognizing that there is a chance that the \$477,000 doesn't come through from BOA. What this says is, we will pay it if we have to.

Joel and Jason are confident we aren't exposing the Airport operation or the City for that dollar amount.

**Motion** made by Anna Haines, seconded by Mae Nachman to approve the Sponsor-Only Memo for the Master Plan effort.

***Ayes all. Nays none. Motion carried.***

**6. Written/Verbal Report - Jason Draheim**

Reports were reviewed by the Commission. Jason had nothing to add.

**7. Adjournment.**

**Motion** made by Ray Schmidt to adjourn the meeting.

***Ayes all. Nays none. Motion carried.***

**Meeting Adjourned: 12:59 P.M.**