SPECIAL ORDERS SESSION
WINNEBAGO COUNTY BOARD OF SUPERVISORS
Tuesday, March 3, 2015

There will be a Special Orders Session of the Winnebago County Board of Supervisors on Tuesday, March 3, 2015 at 6:00 p.m., in the Supervisors' Room, Fourth Floor, Winnebago County Courthouse, 415 Jackson Street, Oshkosh, Wisconsin. At this meeting, the following will be presented to the Board for its consideration:

*Roll Call
*Pledge of Allegiance
*Invocation
*Adopt agenda

Time will be allowed for persons present to express their opinion on any item that appears on the agenda.

*Reports from Committees, Commissions & Boards
*Correspondence
*County Board Chairman's Report

1. Update on Development of Pay-for-Performance Program – Mike Collard, Director of Human Resources
2. Capital Improvement Projects at Wittman Regional Airport – Peter Moll, Airport Director:
    a. Reconstruction of Taxiway B
    b. Airport Administration Building/Terminal
3. Discuss Rules for Appropriate Use of Technology During Board and Committee Meetings and County-Issued Electronic Device Usage – Information Systems Committee
4. Courthouse Security Addition – Sheriff John Matz
5. Courthouse Plaza Deck Repair – Mike Elder, Director Facilities and Property Management

Respectfully submitted,
Susan T. Ertmer
Winnebago County Clerk
(920) 236-4890

Upon request, provisions will be made for people with disabilities

(Times provided are estimates. Any item on the agenda may be taken up by the Board after 6:00 P.M.)

CAPITAL PROJECT PRESENTATION TO COUNTY BOARD
TUESDAY, MARCH 3, 21015
TAXIWAY B RECONSTRUCTION

HISTORY

Taxiway B ("Bravo") is the 50 foot-wide parallel taxiway to Runway 9/27, the east-west runway at Wittman Airport. It was originally constructed in 1962 with 2 inches of bituminous asphalt over 6 inches of aggregate and 10 inches of gravel, overlaid with 1.5 inches of asphalt in 1966, overlaid with 3.5 inches of asphalt in 1978, and finally overlaid with a slurry seal/microsurface product in 1997 to extend the life of the pavement. The taxiway parallels the runway for the majority of the length at a centerline-to-centerline distance of 362.5 feet. The pavement turns northward just east of the B2 connector so that the centerline-to-centerline distance increases to 625 feet. This was designed when the taxiway was first constructed so that a glideslope antenna for instrument approaches could be installed in the future. Because of new technologies and decreased need for an instrument landing system to Runway 9, this antenna was never installed.

Taxiway connector B3 was constructed 350 feet from the approach end of Runway 9, rather than connecting to the end of the runway presumably with the idea of adding the glideslope antenna in the future. In 1988, a 75 foot-wide extension to Taxiway B, locally referred to as the "dog leg," was added between Taxiway A and the terminal ramp to expedite airline traffic movements on/off the ramp and to decrease the potential bottleneck from opposite direction traffic entering and exiting the ramp area from Taxiway A.

An inspection of airport pavements in 2012 noted that the Pavement Condition Index (PCI) (scale of 0-100) for Taxiway B ranged from 99 at the high side (good) down to 41. By eliminating the highest PCI ratings in the areas which were reconstructed with concrete in 2007 during the Runway 9/27 project, the average PCI rating of the original asphaltic portions of the taxiway is 48. A PCI of 55 is considered the minimum service level, or in other words, the point at which the pavement should be replaced. Copies of pertinent pages from the 2012 Pavement Management Report are included after this narrative.

PROJECT PLANS

The goal of the Taxiway B project is to reconstruct the taxiway so that the new concrete pavement parallels the runway virtually the entire length with a centerline-to-centerline distance of Runway 9/27 of 460 feet. There are several reasons for this:

1. It exceeds the minimum required centerline-to-centerline separation distance to the runway by 60 feet (400 feet minimum) to permit simultaneous instrument flight regulations (IFR) on runway 9/27 and taxiing on Taxiway B
2. It eliminates the unneeded turns an aircraft need to make with the current layout,
3. It reduces the amount of pavement needed to reconstruct the taxiway,
4. It allows a greater capacity of aircraft taxi movements in the grass during EAA AirVenture outside of the runway safety area (RSA), thus allowing adequate wingtip clearance for aircraft taxiing in opposite directions.
5. It brings the taxiway up to FAA design standards, including the elimination of an FAA-designated "hot spot," where the potential for a runway incursion is prime ,
6. It increases the efficiency of snow removal operations,
7. Concrete pavement has a longer life expectancy and durability than asphalt.

The current width of 50 feet will remain the same except for the portion between Taxiway A and the terminal ramp, which will remain the current 75 foot width.

The connectors between the taxiway and runway will be reconstructed as well, and altered in location in some areas to meet current FAA airport design criteria. For example, Taxiway B3, currently located 350 feet east of the approach end of Runway 9, will be relocated to the end of the runway to meet current design standards and also to eliminate the need for aircraft back-taxiing when departing from Runway 9, especially for larger aircraft needing the full length of the runway.

The current B2 connector between Taxiway B and the EAA Kermit Weeks Hangar/MA, Inc. hangar complex will be relocated 350 feet west to meet FAA design standards, which calls for a reduction in direct access points from ramp/hangar area to a runway so as to reduce the risk of runway and operational surface incursions (unauthorized access by an aircraft or vehicle onto a runway or taxiway).

Similarly, the B1 connector between Taxiway B and the north T-hangar area will be relocated 150 feet east of the current location to meet FAA design criteria for the prevention of runway and surface incursions.

And additional taxiway connector will be constructed to the north of Taxiway B between B2 and B3; this connector will, in the future, link with a potential large hangar development to the east of the Hilton Garden Inn that is consistent with the newly updated Airport Layout Plan (ALP). Currently this field is used by EAA for aircraft parking/camping during AirVenture. This connector will also enhance parking operations for the EAA until such time as the development area is completed.

Other project enhancements include:

1. Current incandescent taxiway lights will be replaced by FAA-approved LED lights and fixtures, which use one-third of the wattage used by the current fixtures,
2. Current incandescent runway lights on Runway 9/27 will be replaced by FAA-approved LED High Intensity Runway Lights (HIRLs) and fixtures, which also use less than 50% of the wattage used by current incandescent lights,
3. Water drainage will be improved by re-contouring the landscape, particularly in the turf areas between Taxiway B and Runway 9/27 and in the area around the current B2/perimeter road intersection
4. Grass taxiing operations between Taxiway B and Runway 9/27 during EAA AirVenture will be enhanced by better routes and transitions, all of which will be outside the standard runway safety areas.

TIMETABLE

If funding is obtained by all parties (Winnebago County, Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and Wisconsin Department of Transportation (DOT) Bureau of Aeronautics (BOA), it is anticipated the project will start immediately after EAA AirVenture 2015 and be completed in November 2015.

FUNDING

The entire taxiway reconstruction project is estimated to cost $6.5 million. This is noted on the Base Bid legend on the attached map. A City of Oshkosh-proposed storm water sewer main is identified with a green-colored line as a potential concurrent project. The City of Oshkosh has this project (designed to alleviate area flooding during excessive rainfall by diverting storm water away from the existing 20th

Avenue storm water drain) funded in their capital improvement program for 2015, and the city, OMNNI Associates, and Wittman Airport have met to explore options to concurrently complete this project at the same time as the taxiway project, since many of the work areas overlap and there would be potential financial synergies that could reduce the cost of both projects. These positive discussions are ongoing.

As with our previous major pavement replacement projects, with county board concurrence/approval we intend to use the following funding sources and percentages:

FAA Airport Improvement Program (AIP) (90%)	$5,850,000.00
WI DOT BOA (5%)	$ 325,000.00
Winnebago County municipal bonding (5%)	$ 325,000.00

***As a reminder, FAA AIP funds and those funds from the state DOT BOA are generated by aviation sources, such as aircraft fuel taxes, ticket taxes on airline fares, and aircraft registration fees. None of these funds come from personal property taxes or income taxes on non-aviation products. In other words, the aviation industry funds its own projects. Annually the FAA AIP program distributes approximately $3.48 Billion in project funding nation-wide; the Airport and Airway Trust Fund had a balance at the start of FY 2014 of $13.2 Billion. Each FAA region receives a percentage of the total funds, and each region then disburses money on a priority basis to those projects it deems are most important to that region in terms of aviation safety and infrastructure. If a project is determined to be eligible for funding in a particular fiscal year, but the airport sponsor (in our case Winnebago County, the airport owner) is unwilling or unable to produce its 5% share of the project cost, the funds are then awarded to another eligible project at another airport; unused funds are not returned to the FAA's AIP or FAA general coffers, but all funds are expended in the fiscal year.*

ALTERNATIVE TO NOT FUNDING THIS PROJECT

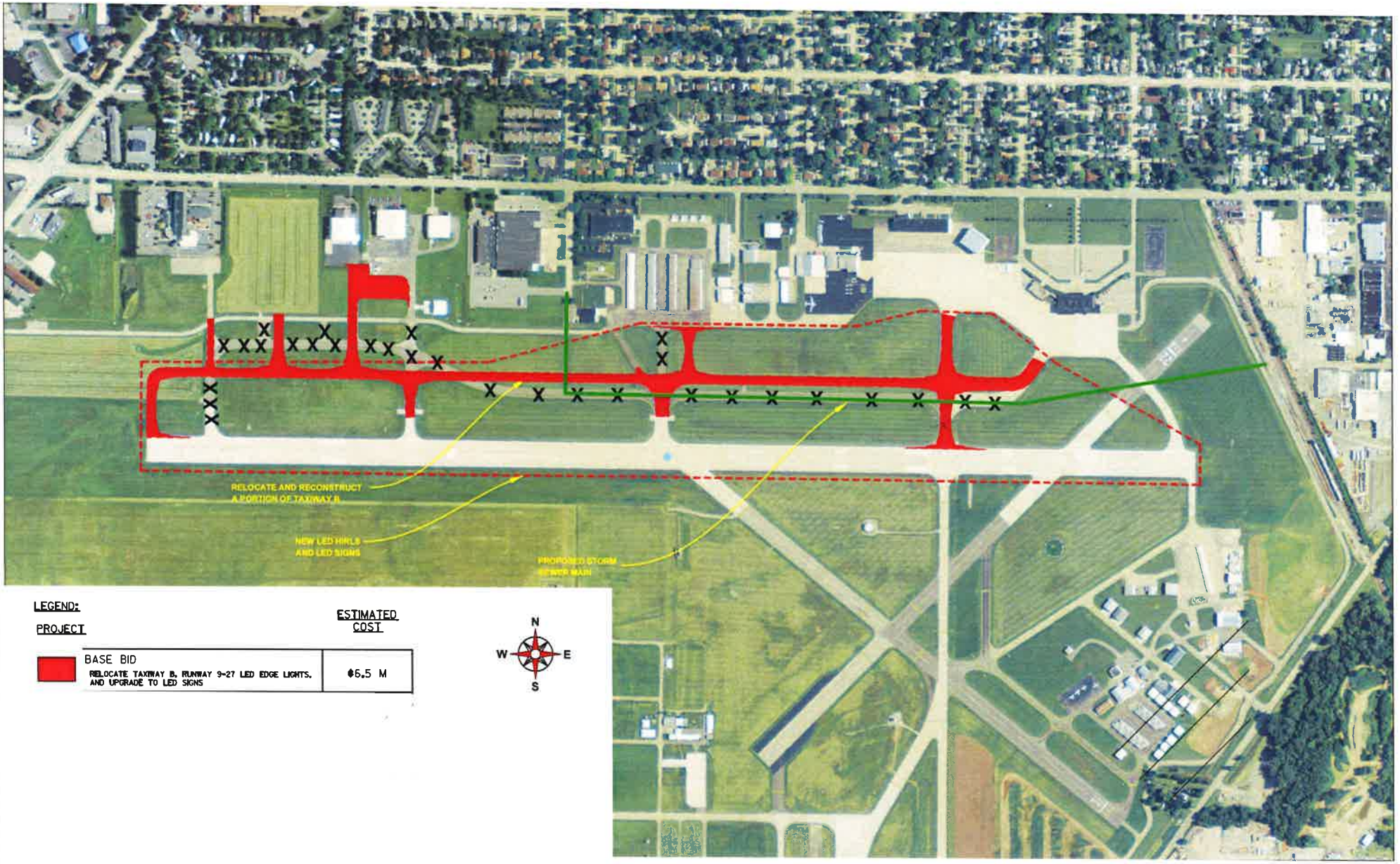
Should the County Board choose not to fund this project, the alternative would be to mill the existing surface, repair the base course, and repave the existing taxiway with 4+ inches of asphalt.

FAA funding through the Airport Improvement Program (AIP) would not be available, since the identified funds have been designated for a complete reconstruction and relocation of the taxiway to rectify pavement failure issues, and to resolve design safety issues.

Funding from the WI DOT Bureau of Aeronautics may be available on an 80%/20% basis, but again that scenario is not guaranteed, since their pavement index report identified the pavement as needed replacement and safety issues would not be resolved. An estimate by the BOA (and only an estimate), is that a mill/fix/replacement project with asphalt would potentially total $1.5 million. An 80/20 program with the state, if approved, would cost Winnebago County approximately $300,000, but it would only add perhaps another 20 years of pavement life before the taxiway would have to be replaced again. Replacing the taxiway with concrete would ensure a service life up to 40 years. Further, a mill/replace project would not include replacement of taxiway or runway edge lights (which is being done to save money on electrical costs), nor would that project address and correct any of the drainage/water flow issues that are being corrected with the full project.

We believe the full reconstruction, using AIP and State DOT/BOA funds and 5% of county funds is the most logical and fiscally responsible route for this project.

WITTMAN REGIONAL AIRPORT



LEGEND:

PROJECT		ESTIMATED COST
	BASE BID RELOCATE TAXIWAY B, RUNWAY 9-27 LED EDGE LIGHTS, AND UPGRADE TO LED SIGNS	¢5.5 M

CAPITAL PROJECT REQUEST

Project Name —>> Taxiway B Reconstruction

ANTICIPATED PROJECT COSTS AND SOURCES OF FUNDS:

	Prior years	2015	2016	2017	2018	2019	Beyond	Total
PROJECT COST'S								
Planning, Design, Engineering	15,000							15,000
Land Purchase								-
Construction		5,500,000						5,500,000
Equipment								-
Other								-
TOTAL	**15,000**	**5,500,000**	-	-	-	-	-	**5,515,000**
PROJECT FUNDS								
Current Revenue								-
Tax Levy								-
Borrowing (Bonds or Notes)		275,000						275,000
Revenue Bonds								-
Federal (FAA)		4,950,000						4,950,000
State BOA Funds		275,000						275,000
Other - UFB	15,000							15,000
TOTAL	**15,000**	**5,500,000**	-	-	-	-	-	**5,515,000**

Note: Any project requiring funding in 2015 must have diagrams and detailed project descriptions submitted to Finance.

Taxiways B, B1, and B2

Taxiway B was defined by three sections.

Section 10 had a PCI of 98. Only low-severity joint seal damage and isolated low-severity joint spalls were recorded in this section.

Section 20 had a PCI of 45. Significant amounts of low- and medium-severity block cracking, low- and medium-severity L&T cracking, and low-severity alligator cracking were recorded throughout this section. Additionally, minor amounts of high-severity L&T cracking and high-severity raveling were also observed.

Section 30 had a PCI of 82. High-severity joint seal damage was observed throughout along with low-severity faulting, low- and medium-severity joint spalling, and medium-severity corner spalling.

Taxiway B1 was defined by three sections, and Taxiway B2 was defined by two sections.

Section 10 on Taxiway B1 and B2 shared similar conditions with PCIs of 49 and 41, respectively. Significant amounts of low-severity alligator cracking, low- and medium-severity L&T cracking, and medium-severity block cracking were recorded throughout both sections. Additionally, smaller quantities of low-severity depression and low-severity raveling were also observed.

Section 20 on Taxiway B1 had a PCI of 57. Significant amounts of low- and medium-severity L&T cracking were recorded along with some low-severity alligator cracking. The low-severity cracking was unsealed, and the medium-severity cracking was primarily due to unsatisfactory crack sealant.

Section 30 on Taxiway B1 and Section 20 on Taxiway B2 were in similar condition with PCIs of 99 each. Only low-severity joint seal damage was recorded in both sections.

Taxiways C, C2, and C3

Taxiway C was defined by two sections, and Taxiways C2 and C3 were defined by one section each.

Sections 10 and 20 on Taxiway C and Section 10 on Taxiway C3 shared similar conditions with PCI values between 50 and 51, respectively. Significant amounts of all severity levels of L&T cracking were recorded in these sections along with low- and medium-severity alligator cracking and low-severity raveling.

Section 10 on Taxiway C2 had a PCI of 34. Extensive amounts of medium-severity L&T cracking and medium-severity alligator cracking were recorded throughout this section. Additionally, some low-severity L&T cracking and low-severity rutting were also observed.

Taxiway D

Taxiway D had a PCI of 70. Significant amounts of low- and medium-severity L&T cracking were recorded in this section. The low-severity cracking was all unsealed, and the medium-severity cracking was primarily due to crack widths greater than 1/4 in. Low-severity

Table 2. Pavement evaluation results.

Branch[1]	Section	Surface Type	Section Area (sf)	LCD[2]	2012 PCI	% Distress due to:			Distress Types Present[6]
						Load[3]	Climate or Durability[4]	Other[5]	
TWAWI	30	PCC	426,519	6/2/1967	75	7	44	49	Corner Spalling, D-Cracking, Joint Seal Damage, Joint Spalling, Large Patching/Utility Cut, LTD Cracking, Shrinkage Cracking, Small Patching
	40	PCC	94,008	6/2/1988	82	5	62	33	Corner Spalling, Joint Seal Damage, Joint Spalling, LTD Cracking, Small Patching
TWB1WI	10	AC	16,154	6/2/1988	49	33	64	3	Alligator Cracking, Depression, L&T Cracking
	20	ST	7,564	6/1/1997	57	33	67	0	Alligator Cracking, L&T Cracking
	30	PCC	18,835	6/2/2007	99	0	100	0	Joint Seal Damage
TWB2WI	10	ST	13,096	6/1/1997	41	22	78	0	Alligator Cracking, Block Cracking, L&T Cracking, Raveling
	20	PCC	14,715	6/3/2007	99	0	100	0	Joint Seal Damage
TWBWI	10	PCC	12,030	6/3/2007	98	0	54	46	Joint Seal Damage, Joint Spalling
	20	ST	232,719	6/1/1997	45	14	86	0	Alligator Cracking, Block Cracking, L&T Cracking, Raveling
	30	PCC	58,469	6/2/1988	82	0	65	35	Corner Spalling, Faulting/Settlement, Joint Seal Damage, Joint Spalling
TWC2WI	10	ST	24,872	6/1/1997	34	59	41	0	Alligator Cracking, L&T Cracking, Rutting
TWC3WI	10	ST	17,470	6/1/1997	51	17	79	4	Alligator Cracking, Depression, L&T Cracking, Raveling
TWCWI	10	ST	39,308	6/4/1997	50	15	85	0	Alligator Cracking, L&T Cracking, Raveling
	20	ST	56,237	6/1/1997	51	0	100	0	L&T Cracking, Raveling
TWDWI	10	AC	113,399	6/3/1991	70	0	79	21	Depression, L&T Cracking, Patching, Weathering

19. Airport Terminal Building Replacement

A, PROPOSED 2015 BONDING - $ 300,000

B. PROJECT COSTS AND SOURCES OF FUNDS:

PROJECT COSTS:	2015	2016	2017	2018	2019	Total
Planning & design	$ 300,000					$ 300,000
Land purchase						-
Construction		5,000,000				5,000,000
Equipment						-
Other						-
Total costs	300,000	5,000,000	-	-	-	5,300,000
PROJECT FUNDS:						
G.O.Bonds or notes	300,000	5,000,000	-	-	-	5,300,000
Outside funding						-
Tax levy						-
Other						-
Total funds	$ 300,000	$ 5,000,000	$ -	$ -	$ -	$ 5,300,000

C. DECRIPTION AND JUSTIFICATION:

Project Description: Airport Terminal new construction of administration building, with inclusion of FBO offices and rental car facilities.

Relationship to other projects and plans: Property & Facilities Department was investigating roof reconstruction/replacement on the existing terminal building because of age and deterioration. The cost of that project, combined with the age, condition, utility expense and unused space of the terminal raised questions about the viability and economic sense of just replacing the roof. It makes more sense to raze the current facility and build a new smaller building based on current and projected future needs.

Justification and alternatives considered: Annual income in leased space within the terminal is about 15 percent of the annual utility costs for the terminal. The Aviation Committee is currently identifying options, which range from replacement of the roof and other systems repair/replacements to building a new structure that fits the future needs of the airport. The ultimate outcome will conceivably be improved energy usage/management with improved space utilization. Consideration is also being given to the ability to expand the development area footprint in the vicinity of the existing terminal if a new administration building is constructed and the existing terminal razed.


PROPOSED ADMINISTRATION BUILDING
Potential future hangars

On behalf of the IS Committee, please review the following proposed rules – the February 10th meeting will have an associated agenda item. Thank you

Board Rule—Appropriate Use of Technology During Board and Committee Meetings

1. Laptops, tablets, iPads, and other computing devices [hereafter: "devices"]
    a. Devices may be used during Board and Committee meetings to read and review meeting materials and to access information pertinent to the items being discussed at said meetings.
    b. Devices shall not be used during Board and Committee meetings to "surf the web" (except as stated in paragraph 1a above), email, engage in instant or text messaging of any kind or to engage in non-county related business.

2. Email, Instant or Text Messaging
    a. All communication between Supervisors during a County Board or Committee Meeting shall be completed verbally. Exceptions to this rule may be made in the case of a disability where the Supervisor is unable to communicate by using his or her voice due to illness, injury, or disability.
    b. A Supervisor shall not engage in any email, instant messaging or text messaging during any County Board or Committee Meeting with County employees.
    c. "Email" means a system for sending and receiving messages electronically or over a computer network via telecommunications links between computers, terminals, smart phones, or other electronic devices capable of sending email, including messages sent or received on such systems.
    d. "Instant Messaging" means realtime direct text-based chatting communication between two or more people using personal computers or other devices.
    e. "Text Messaging" means the exchange of brief written text messages between a fixed-line phone or a mobile phone and fixed or portable devices over a network.

3. Violations of these rules could result in a censure by the County Board.

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Board Rule—County-Issued Electronic Device Usage

1. All Current Electronic Devices [hereafter: "devices"] are the property of Winnebago County.
2. Unless specifically exempt, information stored, saved, or maintained on a county device is considered public information and is therefore subject to public disclosure laws. The user of the device will be the custodian of the stored information and must take reasonable steps to maintain and preserve the stored information. Devices shall be password protected.
3. Each device shall be numbered according to Supervisor District numbers to ensure that the device is consistently provided to and used by the same user.
4. All electronic data, communications, and information—including information transmitted or stored on the electronic systems of the County—remain the property of Winnebago County.
5. As part of the device setup, Information Services shall provide a PIN to the user. This PIN should be changed when the device is delivered. PINs should not be shared or posted.
6. Users shall be expected to take reasonable precautions to protect from damage, theft, or destruction any device assigned to them.
7. Any suspected breach of security, damage, destruction, or theft of any device owned by Winnebago County shall be reported to the Information Services Department as soon as possible. Information Services shall determine the extent of damage and provide an estimate to repair or replace the device. The user's department or area of responsibility will be requested to cover the cost of repair or replacement of the device.
8. Devices are provided to the County Board of Supervisors to establish a secure, reliable, maintainable, and supportable method of communicating information.
9. Information Services will create an app store account **(without credit card information)** using the county email address. The password on this Apple account cannot be changed.
10. All devices are assigned to County Board Supervisors for their term of office and remain the property of Winnebago County and shall be surrendered to the Information Services Department upon termination of such Supervisor's office or upon a request by the County Board Chairperson. The device will be reset to factory defaults resulting in all installed applications and existing information—personal or work-related—being deleted.
11. Information pertaining to scheduled meetings (i.e. meeting packets) will be transmitted to the County Board Supervisor's District email account.
12. It is the intent that electronic meeting packets will replace paper materials.
13. All provisions of the "Rules of Order of the Winnebago County Board of Supervisors Appropriate Use of Technology During Board and Committee Meetings" will be adhered to.
14. The County Board Supervisor is the custodian of his or her records. As such, he or she is responsible for maintaining copies of said records. All email processed through a County email address will be backed up via Information Systems.
15. Should a County Board Supervisor choose to utilize a personally-owned device in place of a County-issued device, the Supervisor shall follow Winnebago County's BYOD ("Bring Your Own Device") use procedures.

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Courthouse Cost Analysis

	PLAZA DECK	COURTHOUSE REMODEL	COURTHOUSE SECURITY	TOTAL
Repair	$865,000			$865,000
Repair And Welcome Center	$692,000 *		$730,000	$1,422,000
***20% Savings Combining Projects**				
Total Courthouse Remodel	$865,000	$11,735,000 **		$12,600,000
****Includes Elevators,m boilers, HVAC, Air Conditioning, Electirical, ADA Compliance**				
Otter Street Remodel			$612,000	
Moving Costs			$10,000	
Technology(Cameras, Alarms, Public Address)			$250,000	
			$1,602,000	
Welcome Center Scanners			$75,000	
			$1,677,000	

Associated Annual Operating Costs		
Total Rental Parking - 80 Spots	$19,200	If moves occur
Personnel Costs	$208,184	
Elimination of Safety Building Rent	$100,000	If moves occur

Plaza Deck Repairs

Original estimate provided by Kontext Architects in 2002 and revised in 2009.

Plaza Deck rehabilitation and waterproofing		$	602,500	(2009 costs)
Tunnel/Sallyport repair and waterproofing		$	30,000	(2009 costs)
Ramp maintenance		$	2,000	(2009 costs)
	Subtotal	$	634,500	
Contingency @ 10%		$	63,450	
Professional fees		$	50,760	
	Subtotal	$	748,710	
Adjustment due to inflation 3% per year		$	868,504	