

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: November 6, 2019

Time: 8:30 a.m.

Present: Maribeth Gabert, Harold Singstock, Robert Warnke & Thomas Konetzke

Excused: Larry Lautenschlager

Also Present: Jim Schell, Airport Director; Robert Keller, Supv. Dist. 32; Thomas Egan, Supv. Dist. 33; Vicky Fitzgerald, Winnebago County Finance Director; Evan Barrett & Rob Sims, Mead & Hunt; Jack Pelton & Sean Elliott, EAA; Mark Dyni, Air Traffic Mgr.; Justin Rust, Basler Flight Service; Audra Hoy, GOEDC; John Casper, Oshkosh Chamber; Larry & Debbie Last, Fred Stadler & Terry Enking-Novak, tenants

Meeting was called to order by Chairman Gabert at 8:30 a.m.

1. **Approve Minutes of October 2, 2019:** Supv. Konetzke moved to approve the minutes of October 2, 2019, seconded by Supv. Singstock. Motion carried 4/0.
2. **Public Comments on Agenda Items of any items under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - a. *Terminal Project Update:* Mr. Schell gave the committee a memo showing his revised steps for funding the project. Mr. Schell gave a short slide presentation showing comparisons of different General Aviation Airports Terminal facilities, stating there also will be a few changes in the design of the new building. Mr. Schell will be meeting later this afternoon with the Tenant Advisory Group to talk about the design of the building as it concerns the exterior finishes.
 - b. *Business Development & Public Relations Update:* Mr. Schell stated he had been at the NBAA Convention a few weeks ago, handing out many brochures to find more prospects for the Business Park. Mr. Schell informed the committee the new position of Deputy Airport Director was approved and will have responsibilities of assisting with business development initiatives. Mr. Schell informed Jennifer Jensen of NextJen Studios that their final day providing marketing and business development services for the Airport will be December 31, 2019.
 - c. *Business Park Taxiway Update:* Mr. Schell stated the project is out to bid, due to open bids in November.
4. **Discuss & Approve a capital funding request for new General Aviation Terminal Facility construction:** Mr. Schell stated the funding request would be a total of \$3.9 million. Mr. Schell will be asking for \$2 million to come from the undesignated general fund and \$1.9 million from additional future bonding. It was also stated the intent was the utilize the previously appropriated \$1.1 million, approved in Fall 2017, for largely the same purpose it was originally appropriated, demolition of the existing commercial service terminal. Motion to approve the funding request was made by Supv. Warnke, seconded by Supv. Singstock. Motion carried 4/0.
5. **Master Plan Project Update – Mead & Hunt:** Evan Barrett of Mead & Hunt gave a presentation on the "Facility Requirements" chapter of the master plan project which includes the user survey, runway classification and eligibility, taxiway analysis, terminal and hangar development analysis. Supv. Singstock asked if the hangar development would be privately built or county built hangars. Mr. Schell stated that would be an airport decision, based upon whether or not any interested parties desired to construct privately built hangars. In the absence of such interest, the County needs to build hangars to replace substandard hangars that the County currently owns.
6. **EAA Report:** Mr. Pelton thanked Mr. Schell for the hard work he did on updating the lease agreement. Mr. Pelton stated he will be working with Mr. Schell and his staff on prepping the grounds in regards to the large rainfall before the last AirVenture in preparation for AirVenture 2020.
7. **Operations & Maintenance Report:** No update, Pete Rausch absent.
8. **Chairman's Report:** None
9. **Committee Member Statements/Suggestions/items for Future Agenda:** Mr. Warnke stated he is very happy things are finally moving along.
10. **Set Next Meeting Date:** Next meeting is set for December 4, 2019.

11. Adjourn: Motion to adjourn was made by Supv. Warnke, seconded by Supv. Konetzke. Motion carried 4/0.
Meeting adjourned at 10:16 a.m.

Respectfully submitted,
Diana M. Ulrich
Administrative Assoc.
Wittman Regional Airport