

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: February 2, 2022
Time: 8:30 am (in person and virtual)
Present: Maribeth Gabert, Thomas Konetzke
Virtual: Jim Schell, Airport Director; Koby Schellenger; Bryan Stafford; Stephanie Ward, Mead & Hunt; Eric Laing, Mead & Hunt; Mark Lyons, City of Oshkosh - Planning
Also Present: Cameron Hallock, Deputy Airport Director; Fred Stadler, tenant; Tom Gabert, tenant; Chip Dyni, ATC; Sean Elliott, EAA; Tricia Rathermel, GO-EDC

Meeting was called to order at 8:30 am

1. **Approve Minutes of January 5, 2022:** Supv. Konetzke moved to approve the minutes from January 5, 2022, seconded by Supv. Schellenger. Motion carried 4/0
2. **Public Comment on agenda items or any item under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - a) *Airport Zoning Code – Draft Changes:* Mr. Schell advised that Mr. Lyons would be speaking during the meeting regarding proposed changes to our current zoning code. The goal is to make sure that any proposed zoning changes will provide the flexibility to allow appropriate growth near the airport while maintaining protections for approach, departure and traffic pattern zones around the airport.
 - b) *Budget Carryover Requests:* Mr. Schell referenced the current Year to Date financial report that is provided to the Aviation Committee for three carryover requests.
 - a. Airport Promotions has \$43,000.00 remaining. Mr. Schell is working to build up and promote the business park. He advised that GO-EDC, the City and the airport are partnering on putting together promotional boxes to be sent to prospective organizations for the business park. These promotional boxes have a preliminary budget of \$15,000 to get out to prospects. This carryover of these funds will help with the expense of these promotional boxes as well as other associated material or items that may be needed.
 - b. Page five (5) of the Year to Date report, last section, 51717 Airport unclassified, Buildings. There is \$116,603 that was originally allocated for design of a hangar development project. Two additional T-hangar buildings with a total of twenty units, repaved apron and taxiway areas and drainage work is the general scope of the project. These funds will be utilized in 2022 along with state and federal grant aid that may be available.
 - c. Same page; page five (5) of the Year to Date report, listed under the previous category is 58002, Other Improvements. Mr. Schell stated that there are two replacement panes of glass needed for the Air Traffic Control tower cab and that he will have rebidding done this spring. The bid price from the initial RFP came in nearly twice the budgeted amount. Supv. Gabert enquired about the rebid of the glass for the tower and asked if we will get more bidders since the previous bid was about double what the cost should be. Mr. Schell answered that the panels are large and FAA specified and that there was only one bid, so he thinks that drove up the price. Mr. Schell spoke with another airport and has been pointed in the direction of

another contractor that may be interested in bidding the project. Supv. Konetzke enquired about the Year to Date report, first page, 51701, there is a line with \$20,000 left. Mr. Schell advised that it's a revenue account that actually came in over the budgeted amount that comes from preparation costs associated with AirVenture. This revenue item directly offsets the expenses the airport incurs to prepare for the convention and is reimbursed by EAA.

- c) *Business Park Sign Update:* Mr. Schell stated that the easement was approved at the last board meeting. The sign is being manufactured and the city is working on an install date. Supv. Stafford questioned where the sign will be exactly. Mr. Schell explained that from Oregon Street, head west on Ripple Avenue towards the aviation park. The sign will be on the southwest corner of the intersection of Ripple Ave and AeroInnovate Way, per the diagram included in the committee packet. The City of Oshkosh is funding the sign that will be placed on county property.
4. **Discuss & Approve Aircraft Storage Agreement with Felix Auto and Tire, LLC:** Mr. Hallock presented that this agreement is for T-hangar number 9 in the B hangar complex on the north side of the field that became open last month after the previous tenant vacated. Felix Auto and Tire, LLC was the next party on the list waiting for a B unit. This will be a monthly lease that will renew each month until cancelled. The monthly rate is \$155.82, plus tax. Supv. Konetzke made a motion to approve the Aircraft Storage Agreement with Felix Auto and Tire, LLC, Supv. Stafford seconded that motion. Supv. Konetzke questioned the terms of the agreement. Mr. Schell advised that t-hangar leases are month to month; even though this tenant paid for a year. If a 30- day notice is given by either party, the county would have to reimburse the tenant for any months paid in advance past the date the tenant vacates. Supv. Gabert said she was good with this as it reads. Supv. Stafford asked about the protocol for tenants in arrears. Mr. Schell stated that protocol taken includes the county Finance Department sending delinquent letters and a follow up from our office as well. Motion carried 4/0
5. **Airport Zoning Code Presentation – Mead & Hunt/City of Oshkosh:** The City of Oshkosh, partnered with Mead & Hunt, are proposing draft changes to the county zoning code to expand the flexibility for land use around the airport, without affecting the safety or usability of the airport. Mr. Lang of Mead & Hunt gave a presentation of the recommended changes to the code. This was informational in nature, and no decisions were to be made at this meeting. Mr. Laing displayed inconsistencies with the current zoning districts showing where areas of possible change could be. Mead & Hunt proposed five (5) recommendations: 1) Eliminate Air-2 zones, 2) Provide better guidance on Places of Assembly use in Air-3 zones, 3) Convert Air-4 zoning to Air-5 zoning, 4) Revise the zoning code to better protect against land uses that would worsen the situation and 5) Clean up ambiguities in the existing airport zoning code. Supv. Gabert asked what the goal of these changes are. Mr. Lang responded that the goal was to clear up inconsistencies in the code and make it more user friendly for making planning and development decisions. Supv. Konetzke asked if the new language is specific/strict for defining places of assembly under revised code. Mr. Laing advised that places of assembly language is currently overly restrictive. The proposed changes would provide more flexibility for zoning officials. Supv. Konetzke asked Mr. Schell what his feeling is on the proposal. Mr. Schell responded that he understands the recommendations and will always protect the approach and departure paths to the airport, but this would give additional flexibility to developments in certain zones that otherwise would be prohibited based upon how the current zoning code is written. Supv. Gabert commented that she sees this as a major overhaul and thinks this is overwhelming to a developer. Mr. Stadler spoke that he doesn't believe all the proposed

criteria for approving conditional uses are created equal. Supv. Gabert requested that members of the committee receive a copy of recommended zoning changes document. Mr. Schell stated he would have a copy to them after the meeting, but had wanted Mead & Hunt to present their recommendations prior to the committee receiving the fairly large document.

6. **EAA Report:** Mr. Elliott and EAA are continuing work on Airventure 2022 plans. The new Project 21 museum expansion is coming along great.
7. **Chairman's Report:** Supv. Gabert didn't have anything to report.
8. **Committee Member Statements/Suggestions/Items for Future Agenda:** None
9. **Set Next Meeting Date:** March 2, 2022
10. **Adjourn:** Motion to adjourn was made by Supv. Konezke, seconded by Supv. Gabert. Motion carried 4/0. Meeting adjourned at 09:45 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport