

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: August 1, 2018

Time: 8:30 a.m.

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

Also Present: Jim Schell, Airport Director; Pete Rausch, Maintenance & Operations Mgr.; Mark Harris, County Executive; Robert Keller, Supv. Dist. 32; Jennifer Jensen, NextJen Studios; Rod McNeil & Justin Rust, Basler Flight Svc.; Randy Myers, Basler Turbo Conversions; Jack Pelton & Sean Elliott, EAA; Audra Hoy, GOEDC; Jared Huss, FVTC; John Sadler, Northwestern; Debbie Last, Sandy Forsgren, Fred Stadler and Tom Gabert, tenants

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

1. Approve Minutes of July 11, 2018: Supv. Warnke moved to approve the minutes of July 11, 2018, seconded by Supv. Singstock. Motion carried 5/0.
2. Public Comments on Agenda Items: Supv. Singstock stated that “non-agenda items” needs to be added to Public Comments.
3. Airport Director’s Report:
 - a) *2019 Budget Report* – Mr. Schell made a packet for the committee which included a draft copy of the 2019 budget. Mr. Schell will be meeting with the County Executive on August 14th. Mr. Schell noted several revenue line items and utility cost line items were decreased to be more realistic figures based upon past historical data. Fuel flowage is increasing 7%. Under “Capital Equipment” a request is included to replace the rapid intervention vehicle for the Airport Fire Station. Operating expense for “Promotion” is decreasing 23%. Building Repair/Maintenance is decreasing overall because the hangar roof coating project is a 2018 budget item and he does not have as large of projects going on in 2019 in this portion of the budget. Grounds Maintenance Service is decreasing 50% because the perimeter road project is being completed in 2018. Supv. Gabert stated she will be at the budget meeting with Mr. Schell and the County Executive, she also stated this budget sounds like a good one. Supv. Warnke would like to see a 5-year plan. Mr. Schell stated he is working with the Bureau of Aeronautics on a revised Master Plan for the Airport which has not been updated for 15 years. Mr. Singstock wants a game plan by January 1, 2019.
4. EAA Report – Jack Pelton: Mr. Pelton stated AirVenture went very well this year. EAA had record crowd and aircraft attendance this year. Mr. Pelton stated he would like to discuss the property at the south end of the airport so it can be prepared for next year.
5. Business Development and Marketing Report – Jennifer Jensen: Ms. Jensen stated she thought it was the smoothest air show in 5 years. Ms. Jensen stated she had 58 meetings with prospects at AirVenture, half of them were current prospects. Three or four prospects are ready to make a move in a short term. Ms. Jensen has done website updates, and recently completed the Four Seasons promotional video. The video was shown and Supv. Gabert stated it was the best 4 minute video she has seen.
6. Tenant Advisory Group Update: Fred Stadler stated the group had their first meeting on July 12th with 11 people attending. The group would like to be part of the airports future. The group would like to see heated hangars be explored for future development and that no stakeholders are anxious to see the terminal torn down. The Vision study report was also discussed and the consensus was that it provides a good framework from which to craft a strategic vision plan for the Airport.

7. Chairman's Report: Supv. Gabert told the committee of four options she came up with for the terminal.
 1. Demo terminal and move into the West Wing at \$1.6 million.
 2. Build the new general aviation terminal building which we already have \$280,000 invested in for architectural and design work.
 3. Do nothing – we have done nothing for years.
 4. Relocate Basler into terminal building, demolish west wing (which is older than current terminal building). It was noted that this option has not been discussed before and is perhaps a viable option, however more analysis would be needed.

Supv. Gabert would like Mr. Schell to work on marketing the building for events and or leasable space. Supv. Gabert, Supv. Lautenschlager and Supv. Singstock agreed to give Mr. Schell some time to do this. Mr. Schell noted he had already been looking into marketing the building as an event space and would determine the best way to accomplish that. Supv. Singstock would like the direction we're going with the project to be communicated to the County Board at the Special Orders meeting in January.

8. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Lautenschlager would like the committee members to have a complete tour of the airport, including the grounds, runways, hangars, and business park. Supv. Gabert would like to keep EAA and NextJen on the agenda for updates. Supv. Singstock would like the agenda to be changed from: Public Comments on Agenda Items to: Public Comments on Agenda and Non-Agenda Items.
9. Set Next Meeting Date: Next meeting is set for September 5, 2018.
10. Adjourn: Supv. Lautenschlager motioned to adjourn, seconded by Supv. Konetzke. Motion carried 5/0. Meeting adjourned at 9:44 a.m.

Respectfully submitted,

Diana M. Ulrich
Administrative Associate
Wittman Regional Airport