

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: September 1, 2021

Time: 8:30 a.m.

Present: Maribeth Gabert, Larry Lautenschlager, Thomas Konetzke & Koby Schellenger

Also Present: Jim Schell, Airport Director, Cameron Hallock, Deputy Airport Director; Mark Dyni, ATC; Sean Elliott & Jim Busha, EAA; Tom Gabert & Fred Stadler, tenants

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

1. **Approve Minutes of August 4, 2021:** Supv. Lautenschlager moved to approve the minutes of August 4, 2021, seconded by Supv. Konetzke. Motion carried 4/0.
2. **Public Comments on agenda items or any items under the jurisdiction of this committee:** Fred Stadler reminded the committee of the upcoming EAA Chapter 252 Pancake Breakfast & Young Eagle Rally to be held at the new terminal on September 11th.
3. **Airport Director's Report:**
 - a) *New Administrative Associate Introduction:* Mr. Schell gave an overview of the selection process to the committee, whereby we received 143 applicants for the open position. After interviews, Kim Maki, formerly the Administrative Associate in the Coroner's office for the past 8 years has been selected for the position.
 - b) *GA Terminal Project Update:* Demolition of the old terminal is now scheduled to begin on September 7th and run through mid-October. At that time the remaining airside concrete will be poured to tie-in the east end of the building with the aircraft parking apron. In the past month we've completed hazmat remediation in the old terminal, donated much of the old furniture to other county departments and in the last few days we've got habitat for humanity coming in to salvage the last remaining fixtures and furniture they can use for their purposes.
 - c) *Master Plan Update:* Last week staff held a virtual meeting with FAA, BOA, M&H and Airport staff to address the outstanding items that FAA has been reviewing since early May. Most of the discussion relates to our runway and taxiway airfield alternatives. Primarily, our efforts to retain a third runway long term, which would be Runway 5/23, have been and are continuing to be met with opposition by FAA. Justification for federal and state funding eligibility has been a challenging process. At this time, FAA is asking for additional information in order to make their final determination on a number of these airfield alternative concepts. For our October meeting, Mead & Hunt will give a more comprehensive update on where we stand with the project and the final steps toward completing the Master Plan update.
 - d) *Aviation Business Park Update:* There are two main items we've been working on since our last meeting. The first is a marketing initiative to elevate our efforts and differentiate the business park from our competition. We're working with GO-EDC, City staff and Quill Creative. Quill is located downtown and specializes as a branding consultant. They've worked with a number of local companies including Oshkosh Corp, House of Flowers and EAA. The goal of the initiative is to create a separate brand identity for the Aviation Business Park which brings together all the strengths of the Airport, County, City and region that help set us apart from other competing parks. Currently all of our efforts and marketing materials have been tied solely to the airport's image. We're already asking for the feedback of our airport-based businesses through a questionnaire distributed last week. We'll have a coordination meeting in either late September or early October to get an update on the process with GO-EDC, the city and Quill. The second item is that the City has funding set aside to install a monument sign at the entrance to the business park. Currently, we're the only park within the City that does not have a sign. Therefore, we're working on an easement to install the sign on our property (diagram attached), at the corner of Ripple Avenue and AeroInnovate Way. We'll bring that easement for approval at our October meeting.
 - e) *FY 2022 Operating Budget:* Mr. Schell gave an overview of the Executive level draft FY 2022 Airport Operating Budget. Supv. Schellenger asked about the differences between operating cost categories and capital expenditures within the budget. Mr. Schell explained those different items. Supv. Lautenschlager noted the reduced promotions line item versus prior years. Mr. Schell stated we are budgeting \$30,000 for this in 2022 and felt it to be an adequate amount in order to accomplish our marketing goals.

4. **Turf Operations Area – Cameron Hallock**: Mr. Hallock gave an overview of where we're at in the process toward having the TOA operational. Currently we are awaiting demarcation of the area which EAA will complete after their AirVenture tear down is complete. Supv. Lautenschlager asked if all parties were satisfied with the arrangement. Mr. Dyni said ATC was and Mr. Elliott relayed the same.
5. **Operations & Maintenance Report – Peter Rausch**: Mr. Hallock gave an update as Mr. Rausch was on vacation.
6. **EAA Report**: Mr. Elliott began with offering EAA's condolences on the passing of Supv. Warnke. Sean also gave an update on current initiatives by EAA.
7. **Chairman's Report**: Supv. Gabert commented on the life and devotion of Supv. Warnke to the Airport and County Board over the years. Further stating how his presence will be missed by many.
8. **Committee Member Statements/Suggestions/Items for Future Agenda**: None.
9. **Set Next Meeting Date**: Next meeting is set for October 6, 2021.
10. **Adjourn**: Motion to adjourn was made by Supv. Konetzke, seconded by Supv. Lautenschlager. Motion carried 4/0. Meeting adjourned at 9:23 a.m.

Respectfully submitted,

Jim Schell
Airport Director
Wittman Regional Airport