

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: March 1, 2023
Time: 8:00 am (in person and virtual)
Present: Koby Schellenger, John Hinz, Betsy Ellenberger, Jeffrey Beem, Maribeth Gabert
Virtual: Winnebago Citizen; Justin Rust, Basler Flight Service
Also Present: Jim Schell, Airport Director; Cameron Hallock, Deputy Airport Director; Fred Stadler, tenant; Tom Gabert, tenant; Chip Dyni, ATC; Jared Huss, Fox Valley Technical College; Jim Busha, EAA; Terry Rushing; Wings As Eagles

Meeting was called to order at 8:00 am

1. **Approve Minutes of February 1, 2023:** Supv. Ellenberger moved to approve the minutes from February 1, 2023, seconded by Supv. Hinz. Motion carried 5/0
2. **Public Comment on agenda items or any item under the jurisdiction of this committee:** Mr. Gabert spoke, thanking our airport team for a job well done clearing the parking lot here at the terminal.
3. **Airport Director's Report:**
 - a) *East GA Hangar Project Update:* Mr. Schell advised that yesterday Mr. Hallock sent out an email to all our existing tenants – hangar and ground lessee's – opening the window to be put on a list for the new heated T-hangars that we are building. We are giving a 30-day window, March 1st through March 31st for current tenants to request a hangar space. We have twenty (20) new units being built, so there is a protocol that has been established in case we have more demand than twenty (20) hangars. Rent for the new hangars has been set at \$350.00 per month, plus utilities, plus sales tax. The information emailed will also be sent out via a hard copy letter to our existing tenants as well. Mr. Schell continued to advise that the contractor will start any day now. There was a meeting yesterday to go over the details. We are ready and the contracts have been signed.
 - b) *Chamber Business Expo Booth:* This year will mark our fifth year of participation, except for 2020. This is a great business to business event at the Convention Center. It is a big public event that helps to get our airport information and awareness out and into the community. It's a great way to interact with the public and let them know what's going on here. This year's theme is game shows, and Mr. Schell stated that there is a plan in the works. He invited board members and the public to stop by on March 30th at the Convention Center to visit the airport booth.
4. **Discuss & Approve a ground lease renewal between Winnebago County and Joseph Norris:** Mr. Hallock stated that Joseph Norris has been a tenant here at the airport for twenty years and is due for a renewal of his ground lease. Mr. Norris's hangar is 54'X54' and the leased area contains a 5' buffer around the perimeter of the hangar; which is typical. What is unique to this lease is that the apron area, which Mr. Norris had constructed, was not previously included in the total square footage. It is unknown as to why this is. Moving forward, Mr. Hallock has included this apron space in the renewed ground lease which brings the total area with a 5' perimeter on three sides to 6,336 square feet. The ground lease rent will begin at the current ordinance rate of \$.19/square foot per year and be adjusted on every third anniversary of this agreement equal to the increase in CPI-U over the previous three years. The term of the agreement will be twenty (20) years – May 1, 2023 through April 20, 2043. The current ground lease rate will be \$1,203.84 per year. Supv. Ellenberger made a motion to approve a ground

lease renewal between Winnebago County and Joseph Norris. Supv. Schellenger seconded the motion. Motion carried 5/0

5. **Operations & Maintenance Report:** Mr. Hallock reported in the absence of Mr. Stuker. We had a month of snow. The big storm we had was a four-day event including Saturday. The guys did a great job with keeping up with it. Our snow forecast has been pretty steady and our crew has been very busy.
6. **EAA Report:** Mr. Busha stated that the Flight at the Museum tickets are still on sale. EAA is going to be opening their pilot proficiency center on the weekends and they are full steam ahead on AirVenture preparations.
7. **Chairman's Report:** Supv. Gabert advised that all resolutions with the airport passed at the board meeting last night.
8. **Committee Member Statements/Suggestions/Items for Future Agenda:** None
9. **Set Next Meeting Date:** April 5, 2023
10. **Adjourn:** Motion to adjourn was made by Supv. Hinz, seconded by Supv. Beem. Motion carried 5/0. Meeting adjourned at 08:16 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport