

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: May 4, 2022
Time: 8:30 am (in person and virtual)
Present: Maribeth Gabert, Koby Schellenger, John Hinz, Betsy Ellenberger, Jeffrey Beem
Virtual: Justin Rust, Basler Flight Service; Nate Smith, Myers Aviation; Bill Wingren; Jim Janes, Yankee/November, LLC; Conley Hanson, Supv. Dist. 26
Also Present: Jim Schell, Airport Director; Cameron Hallock, Deputy Airport Director; Fred Stadler, tenant; Tom Gabert, tenant; Geoff Downey, tenant; Chip Dyni, ATC; Jim Busha, EAA; Jared Huss, Fox Valley Technical College; Tricia Rathermel, GO-EDC; Jessica Voruda, New View Technologies; Shanah Zastera, Supv. Dist. 32

Meeting was called to order at 8:30 am

1. **Approve Minutes of April 6, 2022:** Supv. Schellenger moved to approve the minutes from April 6, 2022, seconded by Supv. Gabert. Motion carried 4/0; 1 Abstain
2. **Public Comment on agenda items or any item under the jurisdiction of this committee:** Mr. Downey addressed the Aviation Committee stating that he appreciates the committee. Mr. Downey would like the Aviation Committee to talk with tenants to get feedback. He feels as though there is a lot to gain from talking to people who have been in aviation for twenty to thirty years. Mr. Huss also made a comment that he would ask for the Aviation Committee meetings to continue to be held during normal business hours as this is more conducive to their schedule.
3. **Airport Director's Report:**
 - a) *Aviation Business Park - Marketing Update:* Mr. Schell spoke of attending the MRO Convention with Mr. Hallock the previous week. They took with them the new marketing materials that have been created for the business park. There is a trifold brochure to get prospects interested in the area we have available and includes a code to scan that will take them to the business aviation park information. The marketing folders have inserts with specific information about Oshkosh itself as well as the business park. Mr. Schell stated that the convention went well and he feels as though it was one of the best conventions to go to in order to find prospects for the business park. Mr. Schell and Mr. Hallock spoke to some good prospects and met others that were not even on the radar. The next part to this process is to send out promotional boxes as a follow up to the prospects in order to keep our business park in the forefront of their minds. Supv. Hinz wondered if any of the marketing materials have been handed out to the city staff. Mr. Schell said that we absolutely will be giving them out to the city and we've actually partnered with them and GO-EDC directly on creating the new materials. Mr. Schell added that he will keep the MRO Convention on our list for future years.
 - b) *East GA T-Hangar Project Presentation:* Mr. Schell presented the slides that he presented to the county board the previous evening. We currently have one hundred and seventy-four (174) based aircraft which ranks us second in the state. Many of our current hangar buildings were built in the 1970's /1980's and a number of them are reaching or have exceeded their useful life. Hangars have been needed at this airport and our current waiting list is over fifty people. This project is a comprehensive plan for twenty (20) new hangar units with six (6) shovel-ready spaces that can accommodate future hangar development.

This project opens up hangars to current tenants first and then we would go to our waiting list. The new hangars will be steel construction, heated units. Utilities paid by the tenant. This project also includes one public restroom that is much needed on the East side of the field. The total estimated cost is \$4.3 million; \$1.3 million is anticipated federal and state grant funding, which leaves \$3 million to be requested from the County. Anticipated annual operating rental revenue for the base year of the new hangar facilities is \$70,800.00. Every 3 year period thereafter the rent would be increased by the change in Consumer Price Index (CPI). With the lifespan of this type of t-hangar facility being fifty to seventy years, this is a long-term investment. Mr. Schell concluded his presentation with what the next steps are for moving forward with this project. Supv. Ellenberger stated that she is familiar with aviation and suggested that the Board be provided with a better explanation of what the average aircraft owner looks like. She also suggested that Mr. Schell take a look at comparable storage units of similar size that are heated. Mr. Schell also addressed the comparable storage spaces. Airports are required by FAA to charge market rates and we generally compare our aeronautical facilities to that of other hangars at comparable airports, not to self-storage down the street. Supv. Schellenger agreed that there is a distinct difference between hangars and self-storage units. Supv. Gabert stated that she rents storage units and understands hangars. She can attest that the majority of the board members require educating on the differences. Supv. Gabert would like board members to go on a tour of our airport and get an idea of the full scope of operations. Mr. Schell is cognizant of that education piece and looks forward to the upcoming county board annual tour. Supv. Schellenger asked about the public restroom and wondered if businesses in that area have their own restroom. Mr. Schell answered that each business does, but nothing that our tenants can use after hours. Supv. Schellenger questioned if we are in a period where we need to do a lot more hangar development since our current hangars were built so long ago, will we be seeing a redevelopment of all of these hangars anytime soon? Mr. Schell concurred and continued to state that we need the facilities to capture additional future revenue. Mr. Stadler, as the representative from the Tenant Advisory Group, asked that it be understood that this shouldn't be brought forward solely to generate revenue. He continued that this is a very important amenity for the residents. An airport is just like a marina or a library to a location. Mr. Stadler shared that he moved to Oshkosh because of this airport. He would like our board to vote based upon that and not get caught up on things like the cost of rent. Ms. Rathermel spoke on behalf of GO-EDC investing and increasing the growth of this industry and bringing amenities that will draw people to want to live here. Mr. Smith with Myers Aviation is currently renting a hangar that is scheduled to be removed as part of the project, but understands that there is a need for new hangar space. New businesses will want to know that there is a market here for those who want to invest in their aircraft and the storage space. Mr. Schell added that this is a five-meeting process that will include more education. Supv. Hinz reiterated that it needs to be conveyed how typical aircraft owners in hangars this size are generally average citizens. Supv. Ellenberger feels like we need to stay competitive against Appleton airport regarding hangar space. Supv. Ellenberger stated that it makes sense to reinvest in this airport adding that Appleton is providing incentives to take the larger businesses to their county. Mr. Schell answered that we are looking also looking at creating hangar space for larger businesses, but this project is more for the smaller aircraft owners.

4. **Discuss & Approve a capital funding request for the East General Aviation T-Hangar Project:**

Supv. Ellenberger moved to Approve a capital funding request for the East General Aviation T-Hangar Project. Supv. Beem seconded the motion. Motion carried 5/0.

5. **Discuss & Approve a Ground Lease Agreement between Winnebago County and Yankee / November, LLC:** Mr. Hallock spoke to this being a typical ground lease. Yankee/November LLC is a current tenant renting space from Basler Flight Service for aircraft storage. Jim Janes is the Registered Agent for Yankee/November LLC. Mr. Janes is proposing to build a 54'X48' private hangar on the east side of the airport along Taxiway K, near Taxiway J. This size hangar is in line with other private hangars in the area. The term would be June 1, 2022 – May 31, 2042, with the option for two additional ten-year terms. The rent would be \$918.72 annually and will adjust every three years with the increase in CPI-U. Supv. Ellenberger made a motion to Approve a Ground Lease Agreement between Winnebago County and Yankee / November, LLC. Supv. Beem seconded the motion. Motion carried 4/0. Supv. Schellenger was not present.
6. **Operations & Maintenance Update:** Mr. Stuker was unable to attend the meeting.
7. **EAA Report:** Mr. Busha reported that advanced tickets are being sold for Airventure and the vendors are at 98% capacity. The Air Force will be celebrating 75 years this year. EAA is going to continue with ages 18 & under still free for admission. Mr. Schell asked about the Snow Birds and Mr. Busha advised that he is working on them for next year.
8. **Chairman's Report:** Supv. Gabert thanked everyone for their patience today stating that our meetings are not usually this long. Supv. Gabert stated that she would like to keep our meetings as scheduled, but the committee needs to agree unanimously. Keeping our meetings as they currently stand would keep our current stakeholders. Supv. Ellenberger motioned to keep the Aviation Committee meetings at 8:30 am the first Wednesday of every month, Supv. Beem seconded the motion. Supv. Hinz wondered if the time could be changed to 8:00 am on the first Wednesday of every month. Motion amended to hold the meetings at 8:00 a.m., carried 4/0 for the Aviation Committee to continue to meet the first Wednesday of every month at 8:00 am. Supv. Gabert stated that she is looking to promote the airport and suggests that board members take the three hour tour of the airport that Mr. Schell provides.
9. **Committee Member Statements/Suggestions/Items for Future Agenda:** None
10. **Set Next Meeting Date:** June 1, 2022
11. **Adjourn:** Motion to adjourn was made by Supv. Hinz, seconded by Supv. Beem. Motion carried 4/0. Meeting adjourned at 09:59 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport