



Winnebago County

The Wave of the Future

**AVIATION COMMITTEE MEETING MINUTES
WEDNESDAY, DECEMBER 4, 2024**

A. Call to Order

Supv. Gabert called the meeting to order at 8:00 am

B. Public Comments within the Jurisdiction of the Committee

None

C. Approval of Minutes

1. Approve November 6, 2024 Meeting Minutes

Motion by Supv. Lutz, seconded by Supv. Frassetto to Approve November 6, 2024 Meeting Minutes. . Yes 5, No 0, Abstained 0

D. Director's Report

1. Hangar 13 Demolition Update

Mr. Schell shared that we had our Facilities Director and his Superintendent walk through Hangar 13 to formulate the scope of the demolition as well as the restoration plan for the current site that the hangar sits on. One item that we're working through is a pre-demolition hazardous material inspection. The building has already been inspected for asbestos, but there are other hazardous materials that need to be assessed before we put the demotion bid package out. The Facilities Department will be putting together a bid package for demolition. Mr. Schell added that there would most likely be two bid packages. One for demolition and one for the civil work to restore the site. As far as a timeline is concerned, Mr. Schell believes that a bid package will go out early next year.

Supv. Frassetto questioned if the flooring could be potentially repurposed depending on what goes on that site. Mr. Schell answered that the floors themselves are in a decent shape and in the short term could be used for parking during AirVenture. If that area continued long term as parking space, it would most likely have to be taken out at some point in the future and converted to actual apron. Mr. Schell stated that we're trying to do this as cost effectively as possible and in the short term have usable area for aircraft parking and do it within our budget.

Mr. Fred Stadler questioned who would benefit from the revenue generated if the space is used for parking during AirVenture. Mr. Schell advised that it would be additional apron space that would potentially be leased to Basler. Mr. Schell shared that Basler leases a good portion of our apron during the year-round activities and then during AirVenture they lease additional space for aircraft parking. We would gain additional revenue by leasing the additional aircraft parking space.

2. Hangar Waiting List

Mr. Schell explained that staff is looking at utilizing a website that is a management service for hangar waiting lists at airports across the country managed by Aviation Planning Group. It is a start-up service that currently services two other airports. We would be the third. Mr. Schell advised that we currently have 80 people on our waiting list. Even with the construction of

new hangars, our waiting list continues to grow. This is a trend seen nationally with a shortage of hangar space. Each time we have a vacancy in one of our existing hangars, we start at the top of the waiting list and call to see who would like the available hangar. Some people on the waiting list don't have a plane, have space at another airport, or aren't ready to take on a hangar yet. The majority of people who refuse available space still want to remain on our waiting list. All the people on our current waiting list would then get enrolled on their website. When we have hangar space that becomes available, they will get an automatic notification and will have the ability to say "yes" or "no" to that available hangar. The website would automatically keep going down the waiting list until the available hangar was taken. Mr. Schell stated that we're planning to demo this site on a trial basis for one year. There is no cost to the county for the first year trial. For those on our current waiting list, there will be a fee of \$25.00 (twenty-five dollars) annually per person. It is not uncommon for airports to charge a fee to be on their waiting list. Mr. Schell also stated that with this nominal fee, it may help us get down to the true demand for those looking for hangar space.

Supv. Hinz wondered what the cost would be for this program after the first year. Mr. Schell stated that their normal cost for the website is \$2,000.00 (Two Thousand dollars) a year.

Supv. Frassetto wondered if we had spoken to our IT department to see if they could program a similar service that could do the same thing. This way, revenue generated goes to Winnebago County, as opposed to a third party vendor. Mr. Schell answered that we have not looked internally to our IT Department on this, but that we can reach out to see if there's anything they could put together.

Supv. Paterson questioned if we could use the business park for building additional hangars. Mr. Schell advised that the primary goal of the business park is for job creation and attracting additional business to this region.

3. Operations & Maintenance Report

Mr. Shaffer advised that the A2 and A8 hangars have their flooring redone with concrete, and he is very happy with the outcome. The flooring was replaced due to age and wear as these hangars were constructed in the early 1970's. The hangars had gravel in them to fill up potholes. It was a very thin layer black top. Mr. Shaffer added that by doing the work internally, we were able to save the county a good amount of money.

The runway snowblower will be in the Oshkosh parade tomorrow night. Mr. Shaffer stated that the guys spent all day yesterday decorating it and are excited to share it with the public tomorrow.

Mr. Shaffer continued sharing that our first snowfall cleanup was successful. Especially with the new guys that we have here, they did a great job. Despite the slick conditions, we were able to keep up with it and keep the airport operational. At this time, we stand ready for anything Mother Nature throws at us.

E. Business Items

Action may be taken on any business items.

1. Discuss & Approve a lease rate of \$1,305.47 per month for Hangar I4 to be leased by Michael Hoy.

Mr. Locke shared that Mr. Michael Hoy has been a tenant for a number of years. This is a renewal of his lease for the I-4 hangar. The I-4 hangar is a 3,000 square foot hangar, similar to one we discussed last month. Mr. Locke shared that the rate of \$1,305.47 per month would remain the same for another year since we are trying to bring everyone in similar size hangars to an equilibrium.

Motion by Supv. Hinz, seconded by Supv. Paterson to Discuss & Approve a lease rate of \$1,305.47 per month for Hangar I4 to be leased by Michael Hoy.. . Yes 5, No 0, Abstained 0

2. Discuss & Approve a lease rate of \$1,300.14 per month for Hangar I-1 to be leased to Arden Property Group, Inc. previously United Financial Group

Mr. Locke explained that this lease was approved last month for United Financial Group, Inc. Once we had sent the lease on for signatures, we received a phone call advising us that they had changed their business name to Arden Property Group. This is just a name

change. The rate is the same as was approved last month.

Motion by Supv. Lutz, seconded by Supv. Frassetto to Discuss & Approve a lease rate of \$1,300.14 per month for Hangar I-1 to be leased to Arden Property Group, Inc. previously United Financial Group. . Yes 5, No 0, Abstained 0

3. Approval of Underground Natural Gas Easement between Winnebago County & Wisconsin Public Service Corporation at the location of tax parcel 91413510000

Mr. Locke shared that Wisconsin Public Service contacted us to request this easement. It's by gate four between the airport perimeter road towards our maintenance shop. It runs parallel to that road. This easement has been reviewed by our Corp Counsel.

Motion by Supv. Frassetto, seconded by Supv. Hinz to Approval of Underground Natural Gas Easement between Winnebago County & Wisconsin Public Service Corporation at the location of tax parcel 91413510000. . Yes 5, No 0, Abstained 0

F. EAA Report

Mr. Busha shared that the Celebration of Lights has begun to bring a significant amount of traffic. This Saturday is Christmas in the Air with Santa arriving via helicopter. Next week is the Wright Brothers dinner. Mr. Busha stated that EAA will close out the year and begin preparations for AirVenture.

Mr. Busha added that there is an Ice Fishing Show coming up that is new to EAA on December 12th.

G. Committee Chair's Report

None

H. Communications Shared by Committee Members

Supv. Paterson questioned the team trying to find prospective clients for the business park.

Supv. Frassetto added that he has experience working with the economic development staff and how much they do of continuous outreach.

I. Items for Next Agenda

Suggestions from committee members for items to be addressed on a future agenda

None

J. Next Meeting Date

January 8, 2025

K. Adjourn

Motion by Supv. Hinz, seconded by Supv. Lutz to Adjourn. . Yes 5, No 0, Abstained

The meeting adjourned at 08:56 am.