



Winnebago County

The Wave of the Future

**AVIATION COMMITTEE MEETING MINUTES
WEDNESDAY, MAY 7, 2025**

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. Approval of April 2, 2025 Meeting Minutes

Motion by Supv. Paterson, seconded by Supv. Hinz to Approval of April 2, 2025 Meeting Minutes. . Yes 3, No 0, Abstained 0

Supv. Frassetto and Supv. Lutz are absent from this meeting.

D. Director's Report

1. Hangar 13 Demo Update

Mr. Schell advised that the Hangar 13 Demo project was put out to bid as of April 28, 2025, through the county Facilities department and bids are scheduled to be open on May 27, 2025. Once we have all the bids in, we will be able to award a contract. The project will begin with interior work on the facility to abate hazardous materials that are present in the building, namely asbestos and lead paint. That work will occur before and possibly during AirVenture timeframe, but no physical demolition of the structure will occur until after AirVenture. No sooner than August 4th will the contractor be allowed to demolish the structure of Hangar 13, with an ultimate wrap up by fall with the restoration of the site and the building gone.

2. Update on Hangar Construction along TWY H

Mr. Schell shared that we do have a new hangar under construction along taxiway H, which is the taxiway that leads to New View and Wings as Eagles. This parcel is just north of the New View hangar and was leased back in 2022 to Felix Auto and Tire. This is a new private hangar along taxiway H, and the construction just began in April. To build, it's about a 65 by 65 foot hangar dimension. Airport staff monitors the site daily to ensure that we are minimizing any FOD risks. The contractors have also been instructed to sweep the taxiway if they do bring out any dirt or debris.

3. Master Plan Update

Mr. Schell stated that close to a year now, we've been coordinating with Mead & Hunt, our master planning consultant, and EAA on having a meeting with FAA at their headquarters in Washington, D.C. to address the issues that have stalled the master plan from getting completed. The primary focus of that meeting was to explain to the FAA headquarters staff and build consensus toward ultimately gaining a modification of standards by the FAA for their airport design standards for the intersection of taxiway Alpha and runway 5/23. This taxiway/runway intersection does not meet the FAA's design standard for a 90 degree intersection. Mr. Schell shared that he went to D.C. on March 28th to meet with FAA headquarters staff. It was a very productive meeting between Mead and Hunt, EAA, and our

staff. The headquarters staff understood the unique nature of our airport, but their standards are what they are. In order to get something that's a deviation from that standard, the modification to standard process needs to be completed and ultimately receive their approval. The FAA headquarters staff reached out soon after our return from the meeting for additional information, and we're in the process of providing that requested information to them. The FAA headquarters staff want to have another meeting with us as well, and we're pushing for that meeting to be virtual to save cost and time with travel to D.C. This is an important issue for us to get rectified so we can move forward with all of our preferred alternatives on the airfield and finalize the master plan which is holding up primarily the reconstruction of taxiway Alpha. Mr. Schell does anticipate completion of the master plan this year.

E. Business Items

Action may be taken on any business items.

1. Discuss & Approve a Ground Lease Agreement between Winnebago County and Below Minimums Aviation, LLC

Mr. Schell advised that this is a new ground lease agreement for the development of a privately owned hangar at the airport. It is a lease between the county and an LLC called Below Minimums Aviation, which the owner is Tracy Schoenrock, also the owner of PaccAir, our existing tenant near the Hilton. The hangar he is presently in and presently owns has become larger than he needs for his business operations. He has since found a buyer for his current hangar. Now he is interested in building a hangar about half the size of what he's currently in. The hangar site is directly west of where Oshkosh Corporation is housed on 20th Ave. This lease would be for a term of 20 years, with the initial term starting July 1, 2025, with two additional 10-year options. The initial lease rate is set at \$0.25 a square foot, which is the commercial land lease rate set by our ordinance. This brings the annual rent to \$4,005.00 per year with periodic increases by the Consumer Price Index, as many of our leases are. This hangar does align with our master plan initiatives for redevelopment of that area.

Motion by Supv. Paterson, seconded by Supv. Hinz to Discuss & Approve a Ground Lease Agreement between Winnebago County and Below Minimums Aviation, LLC. . Yes 3, No 0, Abstained 0

F. Operations & Maintenance Report

Mr. Shaffer announced that the beacon display project is set to begin excavation this month with hopes to unveil it completed before AirVenture 2025. Many of the items for that display were custom-made here in-house.

Current and ongoing projects include re-shouldering the perimeter road with new gravel and updating the industrial park landscape along with general maintenance of the grounds.

The operations team painted the temporary lines for the NIFA/Safecon event currently taking place. The day-to-day warm weather duties have begun. This includes mowing and rolling turf areas.

G. EAA Report

Mr. Busha shared that EAA is busy preparing for AirVenture 2025. They are ramping up right now and have already had weekend work parties. Most of the acts are settled, and they're finalizing and tweaking their schedules. Ticket sales are on track, mirroring last year, which was a record year. As long as the weather holds, this should be another great year.

H. Committee Chair's Report

None

I. Communications Shared by Committee Members

None

J. Items for Next Agenda

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

None

K. Next Meeting Date

June 4, 2025

L. Adjourn

Motion by Supv. Hinz, seconded by Supv. Paterson to Adjourn. . Yes 3, No 0, Abstained 0

Meeting adjourned at 08:24 am

[MIN FOOT]