



CITY OF REEDSBURG
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**Airport Commission Agenda
October 27, 2022
Reedsburg City Hall Council Chambers
7:30 AM**

DUE TO THE RESTRICTIONS CAUSED BY THE COVID-19 PANDEMIC, SOME VOTING MEMBERS MAY BE PRESENT VIA TELECONFERENCE OR VIDEO CONFERENCE, AS PROVIDED BY THE RECOMMENDATIONS OF THE WISCONSIN DEPARTMENT OF JUSTICE. [HTTPS://WWW.DOJ.STATE.WI.US/NEWS-RELEASES/OFFICE-OPEN-GOVERNMENT-ADVISORY-CORONAVIRUS-DISEASE-2019-COVID-19-AND-OPEN-MEETINGS](https://www.doj.state.wi.us/news-releases/office-open-government-advisory-coronavirus-disease-2019-covid-19-and-open-meetings)

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY ATTEND THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THE COMMON COUNCIL HAS DECISION-MAKING AUTHORITY. IF A QUORUM OF THE COMMON COUNCIL ATTENDS THIS MEETING, NO ACTION WILL BE TAKEN BY THE COMMON COUNCIL AT THIS MEETING.

CALL TO ORDER

APPROVAL OF MINUTES

I. APPROVE MINUTES FOR THE MEETING HELD ON SEPTEMBER 22, 2022:

THE COMMITTEE WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COMMITTEE BY MEMBERS OF THE PUBLIC. THE COMMITTEE WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING

I. GENERAL BUSINESS:

- A. Consideration of Airport Lease Rate Policy
- B. Update on current projects

II. ADJOURN:



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

Reedsburg WI.
Sept 22, 2022

The Reedsburg Airport Commission convened in session on September 22, 2022 at 7:30 am with the following members present: Jason Schulte, John Chamberlin, and Jason Schulte

Also Present: Steven Zibell, Tom Parker, Henry and Dave

Motion by Schulte second by Chamberlin to approve the minutes from the May 27, 2022 meeting.

Motion Carried

Zibell stated the Reedsburg Aviation Lease and Operations Agreement was due and would like to extend it another 5 years. Chamberlin brought up lease prices and he thought it would be a good idea to have a Commission Policy on lease rates since some of the older leases are rather vague. Commission felt this was a good idea and Zibell would bring something to the next meeting. Motion by Schulte seconded by Chamberlin to extend the Lease and Operations Agreement for another 5 years.

Motion Carried

Zibell stated the Reedsburg Aviation Airport Management contract was also up for renewal and Zibell stated he was ok with another 5-year extension. Motion by Schulte seconded by Chamberlin to extend the Airport Management contract another 5 years.

Motion Carried

Zibell discussed an option to allow the Butterfest Demo Derby and Tractor Pulls to use a part of the Airport next June. Zibell stated it would be fenced and any apparatus including bleachers and lights would be temporary. There was a good discussion amongst the members and other citizens and it was decided to have some type of agreement or conditions including timing, fencing, lighting, security, cleanup and possible charges for staff time. Zibell stated he would have the City Attorney draft a one-page agreement and bring it back to our next meeting.

No Action

Moved by Schulte second by Chamberlin to adjourn at 8:32 am.

Motion Carried.

Respectively Submitted,

Steven T. Zibell, Public Works Director/City Engineer

CITY OF REEDSBURG ADMINISTRATIVE POLICY		TITLE: Airport Lease Rate Policy	
ISSUE DATE: 10/27/2022	LAST UPDATE: 10/27/2022	SECTION:	Number:
POLICY SOURCE: Airport Commission			TOTAL PAGES: 1
AUTHOR: STZ		SPECIAL INSTRUCTIONS:	

Purpose

It shall be the policy of the Airport Commission to have a standard for raising lease rates on Airport property.

Policy:

- Current (2022) Lease rate is \$250.00 per year
- Maximum increase shall be 5% per year over the previous year
- Notice of any increase shall be provided by Lessor to Lessee in writing by December 31st.
- Airport Commission shall review the rates annually at their scheduled meeting in November or December.
- Airport Commission may or may not increase rates, if rates are increased the maximum allowed is 5%.