

MEMORANDUM

TO: Craig Tajkowski, County Engineer
FROM: Dennis Wiss, Airport Manager
RE: Proposed Revisions to T-Hangar Lease
DATE: May 24, 2021

The current lease that we use to rent T-hangars is close to fifteen years old, if not older. After using this lease form for some time, I would like to propose revisions to the lease to incorporate mostly minor issues but also other items I have noted that have been somewhat problematic over the years.

Minor changes include:

- Revising Airport Director to Airport Manager as per the position's job description,
- Revising the Airport's name to the St. Charles County Regional Airport as approved by the Council in January of 2020,
- Typographic and formatting issues.

More significant revisions include:

- Language added in Section 1,(A), prohibiting commercial activity in T-hangars,
- Revising Sections 13 and 16 so that notices and certificates of insurance respectively will be sent to the Finance office with a copy to the Airport offices, not the Executive's office, in order to streamline notifications and receipt/verification of policies.
- A new section has been added in Section 21,(A), to require a key/cleaning deposit of \$150 to cover the cost of unreturned keys and/or cleaning of hangars after a tenant moves out but fails to remove all of their belongings or leaves the hangar in an unsatisfactory condition,
- Another new section is 21,(C), adding language that the tenant acknowledges the Airport's proximity to the Mississippi River, that all or part of the airport may become unusable due to flooding, including T-hangars, and that rent will remain due and payable during any flood events.

Counselor Hoeynck has reviewed and approved the proposed revisions and I would ask that they be presented to the County Council for acceptance and adoption. A copy of the existing lease with mark-ups is attached as well as a copy of the lease incorporating the revisions.

Thank you.