

AIRPORT COMMISSION
July 19, 2018
MOTION SUMMARY

ITEM 1. Roll Call

Ms. Mathews called the Airport Commission meeting to order at 7:00 p.m.

Members Present: Christopher Acker, Charlton Amidon, Walt Gaub, Janie McIntire

Members Absent: Timothy Smith, Chairman John Lewis and Councilmember Kyle Rohrer

Staff Present: Joe Bullis, Public Works Superintendent, Kevin Piatt, Airport Operations Supervisor, and Linda Mathews, Customer Service Liaison

Motion to Excuse: Ms. McIntire moved to excuse Mr. Smith, Chairman Lewis and Councilmember Rohrer, seconded by Mr. Gaub. Motion approved by a 4-0 vote.

ITEM 2. ELECTION OF OFFICERS

A. Chairperson

B. Vice-Chairperson

The Commission recommended waiting until all members are present at the next meeting before electing a Chair and Vice-Chair. They were in agreement to elect an Acting-Chair for the July 19, 2018 meeting.

Motion: Mr. Gaub motioned to elect Mr. Amidon as Acting-Chair, seconded by Ms. McIntire. Motion approved by a 4-0 vote.

ITEM 3. APPROVAL of the Motion Summary of the meeting of the Airport Commission held on April 19, 2018, as recorded and transcribed.

Motion: Mr. Gaub moved to approve the Motion Summary of the meeting of the Airport Commission held on April 19, 2018, as recorded and transcribed, seconded by Ms. McIntire. Motion approved by a 4-0 vote.

ITEM 4. PUBLIC COMMENTS

There was no public comments.

ITEM 5. LETTER regarding Shamrocks Departure

Mr. Acker questioned the departure of Shamrock and voiced that he had

spoken with the owner and that they did not want to depart. Mr. Bullis provided the MOU signed by both the City Manager and Shamrock that Shamrock would be terminating the lease. The Commission was made aware that Shamrock was not exempt from entering a bid during the RFP process. The Commission requested a copy of the RFP before going public.

ITEM 6. DISCUSSION of Desired Qualifications for New Aircraft Maintenance Service Provider

Mr. Gaub discussed the need to see the requirements in the RFP to determine what is required by FAA requirements and what the City would require. Mr. Bullis recommended that an email be sent out to Commission members with the RFP for input and to receive any suggestions. Mr. Gaub suggested if timing is an issue to consider having a special meeting.

ITEM 7. DISCUSSION of ODOT/FAA Grant Applications for T-Hanger A-F Resurfacing Project

Mr. Bullis updated the Commission on the grant application and that he has not received notice back. A discussion was held on County involvement in regards to the funding of the airport. Mr. Acker discussed the benefits the airport provides to the County.

ITEM 8. UPDATE of Business Plan
A. Building Rental, Fuel and Ground Lease Rates
B. RFP Language for Maintenance Fixed Based Operator

Mr. Bullis explained that the above items A & B were priorities for the plan that CMT was working on.

ITEM 9. UPCOMING EVENTS
A. EAA (Experimental Aircraft Association) – Ford Tri-Motor Fly-In event August 9-12

Mr. Piatt reminded the Commission of the upcoming event and that the arrival date for the aircraft will be Wednesday, August 8th and a media event on August 9th.

ITEM 10. STAFF COMMENTS
Mr. Piatt discussed the increase use of fuel and traffic that he believes is related to the runway extension.

Mr. Bullis informed the Commission that there was a complaint received regarding a low flying plane. The timing of the complaint was related to a crop dusting plane and that staff reached out to the constituent regarding her concerns. He also informed the Commission that a letter was sent out to their

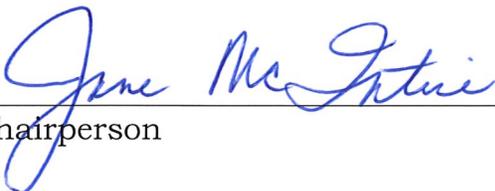
pilots at the airport as a reminder.

ITEM 11. MEMBER COMMENTS

The Commission welcomed Mr. Acker to the Airport Commission.

ITEM 12. ADJOURNMENT

Motion: Mr. Gaub moved to adjourn the meeting, seconded by Ms. McIntire. The Airport Commission meeting adjourned at 7:54 p.m.



Chairperson



Elaine McCloskey, Clerk