



McMinnville Airport Commission Meeting Minutes

McMinnville Airport,
Civic Hall
Tuesday, November 4, 2014

1. CALL TO ORDER

The meeting was called to order at 6:30pm by Chair Christensen. Commissioners present were Jody Christensen, Doug Hurl, Andy Benedict, Brad Berry and Alan Ruden. Staff in attendance were Mike Bisset, Rich Spofford (City of McMinnville), and Graham Goad (Airport Manager).

2. MINUTES

The minutes from September 2, 2014 meeting were reviewed by the Commission, and were approved by motion and vote (with all commissioners voting in favor with no corrections).

3. AIRPORT FUND BUDGET UPDATE

Mike Bisset answered the Commission's questions regarding FY14/15 budget revenues and expenses to date. Commissioner Berry reminded the Commission that he would like to have a discussion, as part of the FY15/16 budget preparation and review, regarding setting aside funds for future facilities projects.

4. ITEMS FROM STAFF

Graham Goad gave his airport managers report, highlighting the work accomplished by the survey crew supporting the runway reconstruction project. Graham answered questions from Commissioner Benedict about the PAPI lights and the Unicom frequency change request.

Mike Bisset stated he did not receive any proposed changes or suggestions for changes to the Municipal code Chapter 11 and therefore it was to be presented to the City Council, as written, on November 8, 2014.

Rich Spofford stated that the survey work and engineering for the runway rehab project had started, and he answered questions from the Commissioners regarding the project.

Mike Bisset stated he was still working with Century West on the scope of developing a "Fly Friendly" program, and was waiting to discuss this project with the new City Manager in December.

5. Public Comments

Robbie Sturm from Cirrus Aviation presented James and Lauren Hensley to the Commission. Robbie stated she was in negotiations with the Hensley's to sell the FBO to them. Robbie stated that the sale of the FBO would be dependent on the new owners acquiring a long term lease from the City, and she requested the approval of the lease extension by the Commission. Commission Chair Jody Christensen told Robbie Sturm that lease extension should be discussed with staff, and she noted that it was not the duty of the Commissioners to negotiate lease terms / extensions. Chair Christensen advised Robbie that the City Council ultimately approves leases. Robbie stated that the timing was critical to the sale, and she requested a meeting with staff ASAP. Mike Bisset noted that he could meet that week.

Ingo Nehls of Konect Aviation addressed the Commission and thanked Mike Bisset for his work on the permit to allow Konect to operate a helicopter within the city limits for a special event.

6. Items from Commissioners

There were no further comments from the Commission.

The meeting was adjourned at 7:05pm.