



McMinnville Airport Commission Meeting Minutes

McMinnville Airport,
Civic Hall
Tuesday, September 6, 2016

1. The meeting was called to order at 6:30pm by Chair Christensen. Commissioners present were Jody Christensen, Brad Berry, Doug Hurl, John Lautenbach, and Bob Peacock. Staff in attendance included Martha Meeker, Mike Bisset, and Rich Spofford (City of McMinnville); as well as Holly & Ingo Nehls (Konect Aviation - Airport Managers).
2. **Invitation to Citizens for Public Comment:** None.
3. **Consider Minutes of the June 7, 2016 Commission Meeting:** Chair Christensen asked for comments on the minutes from June 7, 2016 Commission meeting. Hearing none, she asked for a motion to approve. A motion to approve the minutes, as presented, was made by Commissioner Berry and seconded by Commissioner Peacock; and the minutes were approved by unanimous vote of the Commissioners present.
4. **Fly Friendly Program Update:** Rich Spofford reviewed the final draft of the Fly Friendly brochure, and noted that, upon the Commission's approval of the final product, staff would have the brochure professional printed. Copies will be placed at the airport for distribution, and the City website will be updated to include the brochure.

Commissioner Peacock suggested that the brochure also be sent to the Oregon Pilots Association.

Input regarding the brochure was received from those in attendance. The Commission also discussed the ongoing noise concerns with helicopter activity with staff and citizens present.

A motion to approve the brochure, as presented, was made by Commissioner Peacock and seconded by Commissioner Berry; and the motion was approved by unanimous vote of the Commissioners present.

5. **Jackson Family Wines Easement Request:** Mike Bisset reviewed the information in the packet regarding a request from Jackson Family Wines to have an access and utilities easement on approximately 0.4 acres of Airport property west of Armory Way. It was noted that the easement area is currently being farmed (revenue is \$20 per acre per year). In the future the area will contain a public roadway extending west from Armory Way. When the public roadway is constructed, the easement will be nullified. The easement agreement with Jackson Family Wines will include compensation to the Airport to offset the loss of farm lease revenue.

A motion recommending that the City Council approve the proposed access and utilities easement was made by Commissioner Hurl and seconded by Commissioner Peacock; and the motion was approved by unanimous vote of the Commissioners present.

6. **Items from Staff:**
 - Airport Managers Holly & Ingo Nehls provided and reviewed a written Airport Manager's report (see attached). Commissioner Hurl noted that regarding weed control perhaps Kauer Farms could be engaged, as they lease farm area on the airport. Rich Spofford noted that the City does use Kauer Farms to do some weed control spraying.

6. **Items from Staff** (continued)

- Rich Spofford noted that we are still waiting for the FAA construction grant for the Runway 4-22 reconstruction project, and that once the grant is received we will award the construction contract to Kerr Contractors. Construction on the project is expected to begin in May of 2017.
- Rich and Holly reviewed the ongoing coordination efforts with Shift S3ctor related to the 2016 Oregon Airstrip Attack, which will be held at the airport on September 10-11.

7. **Items from Commissioners:**

- Chair Christensen opened a discussion regarding the possibility of developing goals for the airport for the 2017 calendar year. She noted that the Commission had the opportunity to advance priority goals to the City Council for consideration as the City Council looks to develop their 2017 goals. The City Council typically meets for goal setting in January or February. It was decided that the Commission would continue the goals discussion at their November meeting; and that Chair Christensen would meet with staff in advance of that meeting to review potential goal priorities.
- Chair Christensen reported on the purchase of the Evergreen water park, space museum, lodge site, vineyards, and chapel by Steve Downs, The Falls Event Center. She noted his plans to construct a hotel and event space on the site.

The meeting was adjourned at 7:44pm.