



City of McMinnville
Municipal Airport
(Public Works Department)
231 NE 5th Street
McMinnville, OR 97128
503.434.7312
www.mcminnvilleoregon.gov

Airport Commission Meeting
Tuesday, March 4, 2025

City Council Chambers, Civic Hall, 200 NE 2nd Street or Zoom

6:00 pm Regular Meeting:

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/84983373149>

Meeting ID: 849 8337 3149

Passcode: None

Or you can call in and listen via zoom: 1- 253 215 8782

MEETING MINUTES

***Note – Minutes are abbreviated. See video link for full meeting.**

Video:

[March 4, 2025 Airport Commission Meeting Video](#)

Chairman: Mark Fowle
Vice-Chairman: Grayson Barrows
City Councilor: Dan Tucholsky

Commissioner Patty Herzog
Commissioner Brian Young

Commissioner Jake Volz
Commissioner Michael Warren

Public Participation:

Public Comments: If you wish to address the Airport Commission on any item not on the agenda, you may respond as the Airport Commission Chair calls for "Invitation to Citizens for Public Comment."

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*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Airport Administrator.

AGENDA

1. CALL TO ORDER (Chairman Fowle)

2. CONSIDER MINUTES OF THE – January 21, 2025 - COMMISSION MEETING

- Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes of the January 21, 2025 meeting.**

Meeting Minutes for January 21 were not received by the Airport Commission and will be reviewed and approved at the next Airport Commission meeting.

3. INVITATION FOR PUBLIC COMMENT

- *This section of the agenda allows for the public to address the Airport Commission regarding any issue not on the agenda. The Chair will also invite airport users and business owners to report on current activities at the airport. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up at a future meeting.*

John Stanislaw provided information on a new bulletin board complete with QR code. This is a location for information related to airport users and tenant events, etc.

4. AIRPORT COMMISSION REPORT AND COMMENTS (Chairman Fowle & Commissioners)

Chairman Fowle welcomed everyone and commented on the great attendance

Commissioner Herzog shared about the Airport Administrator's presentation on the status of the Airport Master Plan at the Innovation Campus PAC meeting. Chairman Fowle provided additional comments related to the Innovation Campus Open House meeting to be held on March 15.

5. DISCUSSION ITEMS

- Airport Budget Airport Administrator

Airport Administrator provided information related to the proposed Airport Budget, and shared his working budget spreadsheet and budget methodology and constraints, etc.

Chairman Fowle asked about Airshow revenues and the availability of grants.

City Councilor Tucholsky inquired about negative cashflow.

- Future Operations & Activity Airport Administrator

Airport Administrator led a discussion regarding the future of Unmanned Aeronautical Systems (UAS) or Drones. How to integrate non-piloted or autonomous aircraft with normally piloted aircraft.

6. AIRPORT MANAGER COMMENTS (Potcake Aviation, Dehner)

Airport Manager provided comments and answered questions regarding fuel flowage.

7. AIRPORT ADMINISTRATOR COMMENTS (Airport Administrator, Williamson)

Airport Administrator provided a brief on documents that would be forwarded to the Commission for review and comments.

Additional budget process information.

Mike Warren requested Master Plan Advisory Committee information.

8. ADJOURNMENT (Chairman Fowle)

NOTE: The next regularly scheduled Airport Commission meeting is tentatively set for **Tuesday, May 6, 2025 @ 6:00 pm**. Information regarding the meeting will be posted on the City's website.

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