

REGULAR AIRPORT COMMISSION MEETING

MEETING MINUTES

November 4, 2025 ♦ 6:00pm ♦ Hybrid Meeting:
City Council Chambers, Civic Hall, 200 NE 2nd Street or Virtual via Zoom

1. CALL TO ORDER, ROLL CALL

Call to order: **6:03 p.m.**

Commission Member Roll Call: **All present**

Absent: **None**

Staff Present: **John Paskell, Megan Simmons**

2. APPROVAL OF AGENDA

Motion: **Move to approve the November 4th agenda as distributed.**

Motion by: Member: **Jake Volz** Seconded by: **Brian Young**

Action: **Approve the November 4th agenda as distributed**

Vote: Aye: **All**

Motion: **Passed Unanimously**

3. A. APPROVAL OF MINUTES

Motion: **Move to approve the September 2nd meeting minutes as presented.**

Motion by: Member: **Brian Young** Seconded by: **Jake Volz**

Action: **Approve the September 2nd meeting minutes as presented.**

Vote: Aye: **All**

Motion: **Passed Unanimously**

B. APPROVAL OF MINUTES

Motion: **Move to approve the October 21st work session meeting minutes as presented.**

Motion by: Member: **Mark Fowle** Seconded by: **Brian Young**

Action: **Approve the October 21st work session meeting minutes as presented.**

Vote: Aye: **All**

Motion: **Passed Unanimously**

4. PUBLIC COMMENT –

- a. **Collin Gyenes spoke to mention that things at the airport have been good and running smoothly.**

Comments/Questions/Discussion: **None**

REGULAR AIRPORT COMMISSION MEETING

MEETING MINUTES

November 4, 2025 ♦ 6:00pm ♦ Hybrid Meeting:

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

5. REPORTS

- a. Airport Manager's Report: Presented by John Paskell

Comments/Questions/Discussion: **Commissioners asked for clarity on why the TWY A lighting project was disallowed by FAA and moved to an out year. Airport Manager explained the disconnect in communication and understanding between the City and FAA regarding the project's scope. The original project scope included RWY 17/35 lighting as well, which was not eligible for federal funding at the time, and rather than rescoping the project to remove the runway component, the FAA disallowed the entire project. Staff have since resubmitted the annual CIP to include the TWY A lighting project in 2031, if not sooner, with perhaps another infrastructure funding package approved by Congress.**

Question from the audience, John Stanislaw asked if the upcoming FBO RFP would have any opportunity for public input. Airport manager explained that the final recommendation to City Council to award a contract to an FBO would come before the Airport Commission and the City Council, both of which provide opportunity for public input.

- b. Airport Operations Manager Report: Presented by John Paskell (for Meyer Puzon)

Comments/Questions/Discussion: **None**

- c. Chair & Commissioners' Reports: Presented by

Comments/Questions/Discussion: **None**

6. ACTION ITEMS –

- a. Airport Lease Policy

Comments/Questions/Discussion: **Airport Manager revisited Section 9D, End of Term, and highlighted the language in the three different End of Term options, Reversion of Land, Reversion of Improvements, and Reversion Deferral, which would be a new lease but at an increased rate based on it now being an improved piece of land.**

REGULAR AIRPORT COMMISSION MEETING

MEETING MINUTES

*November 4, 2025 ♦ 6:00pm ♦ Hybrid Meeting:
City Council Chambers, Civic Hall, 200 NE 2nd Street or Virtual via Zoom*

Questions from Commissioners about hypothetical situations, would this include leases that are set to expire in the next couple years, and what the rate might be for Improved versus Unimproved land. Rates and fees will be discussed separately from the Lease Policy, likely during the annual budget process.

Motion: **Move to recommend approval of the Draft Airport Lease Policy, v4 dated 10/24/25, as presented.**
Motion by: Member: **Mark Fowle** Seconded by: **Patty Herzog**
Action: **Approve the Draft Airport Lease Policy, v4 dated 10/24/25, as presented.**
Vote: Aye: **All**
Motion: **Passed Unanimously**

7. ADJOURNMENT – **6:47 p.m.**

Next meeting: **January 6, 2026**