



City of McMinnville

AIRPORT COMMISSION MEETING

KENT L. TAYLOR CIVIC HALL
200 NE Second Street

Tuesday, January 15, 2019
6:30 p.m.

Chair Jody Christensen

Commissioner Andy Benedict
Commissioner Doug Hurl
Commissioner Bob Peacock

Commissioner Mark Fowle
Vice-Chair John Lautenbach
City Councilor Adam Garvin

Welcome! All persons addressing the Airport Commission will please use the table at the front of the Board Room. If you desire to speak on any agenda item, please raise your hand to be recognized after the Chair calls the item. If you wish to address the Commission on any item not on the agenda, you may respond as the Chair calls for the *“Invitation to Citizens for Public Comment”* agenda item.

AGENDA

1. **CALL TO ORDER** (Chair Christensen)
2. **INVITATION TO CITIZENS FOR PUBLIC COMMENT**
 - *This section of the agenda allows for citizens 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.*
3. **ELECTION OF OFFICERS** (All)
 - Per Section 2.28.020(D) of the Airport Commission rules, at its first meeting each year, the Commission shall elect a chairperson and a vice chairperson.
 - Commission Action Required: **By MOTION and VOTE, the Commission shall elect a Chair and Vice-Chair for calendar year 2019.**
4. **CONSIDER MINUTES OF THE NOVEMBER 6, 2018 COMMISSION MEETING**
 - Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the November 6th meeting.**

The Kent L. Taylor Civic Hall building is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Recorder (503) 434-5702. For TTY services, please dial 711.

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

5. **JERRY TRIMBLE HELICOPTERS LEASE REQUEST** (Jerry Trimble Helicopters)
 - Commission Action Required: **The Commission shall provide direction to staff regarding the lease request. If directed, any lease amendment documents will be brought back to the Commission for review at a later date.**

6. **ITEMS FROM STAFF**
 - Airport Manager's Report (Chris Norville, Potcake Aviation)
 - Fuel Farm Update (Rich Spofford / Chris Norville)
 - Airport Construction Projects Update (Rich Spofford)

7. **ITEMS FROM COMMISSIONERS** (All)

8. **ADJOURNMENT**

NOTE: The next Airport Commission meeting will be on **Tuesday, March 5, 2019 @ 6:30pm** in the Kent L. Taylor Civic Hall Building, 200 NE Second Street.