



McMinnville Airport Commission Meeting Minutes

McMinnville Airport,
Civic Hall
Tuesday January 7th, 2014

1. CALL TO ORDER - The meeting was called to order at 6:30pm by Jody Christensen. Commissioners present were, Jody Christensen, Doug Hurl, John Lautenbach, and Joe Mollahan, others present were Mike Bisset, Rich Spofford (City of McMinnville) and Graham Goad (Airport Manager).

Jody Christensen introduced Alan Ruden from the McMinnville City Council. Alan is replacing Mayor Rick Olson as the City Council liaison to the Commission.
2. ELECTION OF OFFICERS - Per section 2.28.020(D) of the airport commission rules, at the first meeting of each year the Commission shall elect a chairperson and a vice chairperson.

Jody Christensen asked for nominations. Joe Mollahan nominated Jody Christensen as chair; this was seconded by John Lautenbach. Jody accepted the nomination and all commissioners voted in favor.

Doug Hurl nominated John Lautenbach as Vice Chair; this was seconded by Joe Mollahan. John Lautenbach accepted the nomination and all commissioners voted in favor.
3. MINUTES - The minutes from November 5, 2013 and December 3, 2013 meetings were reviewed by the commissioners. The minutes were approved as submitted by motion and vote; with all commissioners voting in favor.
4. CIRRUS AVIATION LEASE EXTENSION REQUEST – Mike Bisset introduced the topic, and reminded the Commission that they had started the discussion on this matter at their previous meeting. He noted that City staff was not in favor of reopening the Cirrus Aviation lease at this time.

Cirrus Aviation addressed the Commission. Robbie Sturm asked for further dialog with the City on the lease extension and further assurance from the City that Cirrus Aviation would have some stability at the airport there by allowing them to further invest in new equipment.

Discussion between the Commissioners focused on the condition of the buildings at the airport currently leased by Cirrus Aviation; the structure of the current lease; and how the city would like to see a new building built to replace the current FBO building. Jody Christensen implored Cirrus Aviation to work with the city staff on the structure of an FBO lease.

Dave Sturm addressed the commission saying that they had lost business due to the lack of equipment and facilities. Jody Christensen suggested the new FBO lease separate the services required from an FBO operator and the facilities into separate sections or separate leases.

Doug Hurl asked Alan Ruden if the City and City Council had a plan for replacing the building.. Alan responded by stating there had been no formal discussions on the construction of a new building but that there was a desire among the City and Council to see this done. Alan added that it was his personal desire to see the construction of a new facility in 2016 to coincide with the reconstruction of runway 4/22. Jody Christensen added that there had been no discussions on how to fund the construction of a new building.

At this point Mike Bisset suggested that it seemed the commission was struggling with their purpose and what the City Council expected from them. Mike suggested that the Commission and the City Council should meet jointly to review airport issues and to clarify expectations.

Robbie Sturm stated she was confused as to why the Commission was reluctant to renew the lease or add a "Right to Renew" clause into the lease. Dave Sturm from Cirrus Aviation added that it was hard to invest in new equipment knowing they only had 2 and 1/2 years left on their current lease with no "right to renew".

John Lautenbach suggested there was not enough information present to make a motion on the lease extension request. Jody Christensen said no motion will be made at this time.

5. ITEMS FROM STAFF - Rich Spofford talked about the runway 4/22 rehabilitation project, and noted that he was preparing a Request for Proposal (RFP) for the engineering services for the project.

Graham Goad informed the Commission of the completion of the tree trimming project at the approach end of runway 4; the repair of the street lamps in front of the FBO building; and fixing the east gate with Joe Mollahan. He also told of the deck replacement project on the Pilots Lounge and some dry rot issues discovered by the contractor, Rich Spofford further elaborated on the project status.

Mike Bisset addressed the Commission about a new date for the next meeting as there was a conflict with the current commission meeting schedule and other users of the Civic Hall. Mike presented other possible dates, and the Commission settled on Monday March 24th, 2014 as the next meeting date.

6. ITEMS FROM COMMISSIONERS - Jody Christensen spoke of reviewing her notes from the work-session meeting from 2012. She recalled the vision and hopes of the Commission at that time, and felt the airport had huge potential for development. She noted that there was a need for some strategic planning sessions. Doug Hurl, Joe Mollahan, and Alan Ruden all agreed and talked of their visions for the airport and the possibilities. The Commission agreed to pursue these issues after the joint meeting with the City Council.

Jody reported on the completion of the airport informational brochure by the MEDP.

Doug noted his appreciation for having Alan join the Commission, and noted that the connection to the City Council will be important.

7. INVITATION TO CITIZENS FOR PUBLIC COMMENT - Alan Zanuzoski addressed the commission. He asked about funding for the poor sections of the apron, and Mike Bisset informed him that the FAA has indicated that the first priority should be addressing the main runway pavement condition. Alan suggested the possibility of extending the runway should be explored.

Alan also requested airport users be involved in the design portion of the apron rebuild.

Alan suggested the land leases be longer term if the City wanted businesses to invest in building at the airport, he also suggested the Evergreen hangar would make a good FBO/terminal building.

Alan then confronted the Airport Manager regarding landing/take off permits within the City. Mike Bisset indicated to Alan that personal attacks on City employees were not appropriate; that any issues with staffing should be brought to his attention; and that the Airport Commission meeting was not the appropriate forum for his complaints.

The meeting was adjourned at 8:23pm.