



City of McMinnville
Community Development Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7312

www.mcminnvilleoregon.gov

Airport Commission Meeting
Tuesday, March 2, 2021

Please note that this meeting will be conducted via Zoom meeting software due to the COVID-19 event.

6:30pm Regular Meeting:

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/98238816266?pwd=L2FqMGd0aHlxU5lYnRHdm5Bc01mZz09>

Zoom ID: 982 3881 6266

Zoom Password: 631349

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

Chair Bob Peacock

Vice-Chair Mark Fowle
Commissioner Grayson Barrows
Commissioner Stephen Leonard

City Councilor Adam Garvin
Commissioner Andy Benedict
Commissioner Richard Martinez

Public Participation:

Citizen 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."

----- MEETING AGENDA ON NEXT PAGE -----

AGENDA

1. **CALL TO ORDER** (Chair Peacock)

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, each calendar 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 2021.**

4. **CONSIDER MINUTES OF THE JANUARY 5, 2021 COMMISSION MEETING**
 - Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the January 5th meeting.**

5. **AIRPORT FUND BUDGET REVIEW** (Mike Bisset)
 - Review of the proposed FY22 Airport Fund budget.
 - Commission Action Required: **By MOTION and VOTE, the Commission shall make a recommendation to the City Council / Budget Committee regarding the proposed FY22 Airport Fund budget.**

6. **OSP LEASE REQUEST** (Mike Bisset)
 - Consideration of the proposed lease with the Oregon State Police of the City owned building at 3975 Cirrus Avenue.
 - Commission Action Required: **By MOTION and VOTE, the Commission shall make a recommendation to the City Council regarding the proposed lease.**

7. **HANGARS D & E LEASE MODIFICATION REQUEST** (Mike Bisset)
 - Consideration of the proposed amendments to the lease with Airflight Storage Systems Condominium Owners Association for Hangars D & E.
 - Commission Action Required: **By MOTION and VOTE, the Commission shall make a recommendation to the City Council regarding the proposed lease modifications.**

8. **HANGAR L LEASE MODIFICATION REQUEST** (Mike Bisset)
- Consideration of the proposed amendments to the lease with Tiner Investments Company for Hangar L.
 - Commission Action Required: **By MOTION and VOTE, the Commission shall make a recommendation to the City Council regarding the proposed lease modifications.**
9. **HANGAR M LEASE MODIFICATION REQUEST** (Mike Bisset)
- Consideration of the proposed amendments to the lease with Doug Tiner for Hangar M.
 - Commission Action Required: **By MOTION and VOTE, the Commission shall make a recommendation to the City Council regarding the proposed lease modifications.**
10. **ITEMS FROM STAFF**
- Airport Manager's Report (Rob Dehner, Potcake Aviation)
 - City Report – various items (Mike Bisset)
11. **ITEMS FROM COMMISSIONERS** (All)
12. **MINIMUM STANDARDS & AIRPORT RULES UPDATE** (All)
- *The Commission, airport users, and interested parties will commence discussions regarding updates to the Airport's Minimum Standards for Commercial Aeronautical Activities, and the Airport's rules (Municipal Code Chapter 11).*
13. **ADJOURNMENT**

NOTE: The next regularly scheduled Airport Commission meeting will be on **Tuesday, May 4, 2021 @ 6:30pm**. It is expected that the Commission will continue to meet in work sessions regarding updates to the Airport's rules. Information regarding those meetings will be posted on the City's website.