



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

Airport Commission Meeting
Tuesday, September 6, 2022

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

3:00 pm Regular Meeting:

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/87847280155>

Meeting ID: 878 4728 0155

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:

<https://mcminnvilleoregon.zoom.us/rec/share/BPc-pgt6mBrRcQtAONuraZysSfxZMifVuBcqmfVLTl3gFNOAcPo0lnTaF7PEIf5Q.6hWDFaife-5kX4TP>

Chair Mark Fowle
Vice-Chair Grayson Barrows

City Councilor Adam Garvin
Commissioner John Stanislaw

Commissioner Andy Benedict
Commissioner Richard Martinez

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."

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

*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.

AGENDA

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

2. **CONSIDER MINUTES OF THE JULY 5, 2022 COMMISSION MEETING**

- Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the July 5th meeting.**

Meeting Minutes approved unanimously.

3. **CONSIDER MINUTES OF THE AUGUST 17, 2022 WORK SESSION FOR MINIMUM STANDARDS FOR COMMERCIAL OPERATIONS**

- Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the August 17th meeting.**

Meeting Minutes approved unanimously.

4. **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.*

There were no public comments

5. **ITEMS FROM STAFF**

| | |
|---|---|
| Re-stripping Project <ul style="list-style-type: none">• Project presently on schedule and on budget | Willy Williamson, City of McMinnville & Bryan Condon (Century West) |
| FY 2023-2028 CIP/BIL and CIP/BIL <ul style="list-style-type: none">• CIP/BIL was submitted to the FAA on 08/31/2022• West Apron rehabilitation project added. No other changes | Willy Williamson, City of McMinnville & Bryan Condon (Century West) |
| Airport Master Plan Request for Qualifications <ul style="list-style-type: none">• An RFP is scheduled to be published 09/06/2022 | Willy Williamson, City of McMinnville & Bryan Condon (Century West) |
| Airport Commission Membership Advertisement and Selection <ul style="list-style-type: none">• Membership advertisement has been publicly posted. | Willy Williamson, City of McMinnville |
| Airport Manager's Report | Rob Dehner, Potcake Aviation |
| Airport Administrator's Report | Willy Williamson, City of McMinnville |

6. ITEMS FROM COMMISSIONERS

(Commissioners)

John – Food Carts. There is a desire to have a restaurant or food carts at the airport.

All Airport clean-up day. Some tenants and various areas may have items to dispose of and would promote cleanliness.

Request for additional financial reporting.

7. ADJOURNMENT

NOTE: The next regularly scheduled Airport Commission meeting will be on **Tuesday, November 1, 2022 @ 3:00 pm**. Information regarding the meeting will be posted on the City's website.