



City of McMinnville  
Public Works Department  
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McMinnville, OR 97128  
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[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**Airport Commission Meeting  
Tuesday, July 02, 2024**

*This is a ZOOM only meeting*

**3:00 pm Regular Meeting:**

*You may join online via Zoom Meeting:*

<https://mcminnvilleoregon.zoom.us/j/87581382833>

Meeting ID: 875 8138 2833

Passcode: None

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

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**MEETING MINUTES**

**\*Note – Minutes are abbreviated. See video link for full meeting.**

**Video:**

**[Airport Commission Meeting 7-2-24 - Zoom](#)**

**Chairman: John Stanislaw**  
**Vice-Chairman: Michael Griffiths**  
**City Councilor: Adam Garvin**

**Commissioner Richard Martinez**  
**Commissioner Grayson Barrows**

**Commissioner Mark Fowle**  
**Commissioner Patty Herzog**

*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](http://www.mcminnvilleoregon.gov). You may also request a copy from the Community Development Department.

## AGENDA

1. **CALL TO ORDER** (Chairman Stanislaw)

2. **CONSIDER MINUTES OF THE – May 21, 2024 - COMMISSION MEETING**

- Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the May 21, 2024 meeting.**

*Meeting Minutes approved unanimously.*

3. *Meeting Minutes approved unanimously.* **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.*

*No public comments*

4. **AIRPORT COMMISSION REPORT AND COMMENTS** (Chairman Stanislaw & Commissioners)

*No Airport Commission reports or comments*

5. **DISCUSSION ITMES**

Oregon International Air Show Bill Braack provided an Air Show update and answered questions, etc.	Bill Braack
Feedback from last meeting items <ul style="list-style-type: none"><li>- Wind Indicator Airport Commission &amp; Airport Manager indicated that there are a variety of devices, which combined with the windsock, supersede the wind indicator requirement.</li><li>- Restroom Locks Low on the agenda, Airport Administrator and Manager will sort it out.</li><li>- Meeting Time Change AC Barrows motioned to move the meeting time to start at 6:00pm. Motion was seconded by and AC Fowle. Motion Passed Unanimously. The next Airport Commission Meeting will be September 3, 2024 at 6:00pm.</li></ul>	Airport Administrator

<p>Capital Improvement Plan          Airport Administrator provided an update on the Airport Capital Improvement Plan and requested feedback from the Airport Commission.</p>	<p>Airport Administrator</p>
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**6. AIRPORT MANAGER COMMENTS** (Potcake Aviation, Dehner)

Airport Manager provided an update and answered questions.

**7. AIRPORT ADMINISTRATOR COMMENTS** (Airport Administrator, Williamson)

Airport Administrator provided comments including funding concerns for runway 17/35.

**8. Additional Airport Commissioner Comments**

AC Herzog requested clarification and asked questions related to the airport.

**9. ADJOURNMENT** (Chairman Stanislaw)

NOTE: The next regularly scheduled Airport Commission meeting is tentatively set for **Tuesday, September 3, 2024 @ 6:00 pm**. Information regarding the meeting will be posted on the City's website.