

**Ashland Airport Commission**  
**MINUTES**  
**June 5, 2018**

**CALL TO ORDER**

Wolske called meeting to order at 9:30 AM

**Members Present:** David Wolske (Chair), Lincoln Zeve, Bernard Spera, Dana Greaves, Susan Moen, Bill Skillman, Andrew Vandenberg and George Schoen

**Members Absent:** Mike Morris (Council Liaison), and Daniel Palomino

**FBO Present:** Bob Skinner

**Staff:** Kaylea Kathol, and Tara Kiewel

**Guests:** Dawn Lamb by phone, Milton Bloombaum, Burl Brim, Julie Brim

**APPROVAL OF MINUTES**

May 1, 2018 Minutes

**Greaves Motioned Moen Second**

**Vote all ayes. Minutes approved as presented**

**Public Forum**

Milton Bloombaum – Twenty five years ago he paid to build a hanger and was required to donate it to the City. In exchange for building the hangar he was not charged rent, but paid a ground lease of three or four hundred dollars a year. In October his agreement with the City ends and that hangar rent will be four hundred dollars per month. He feels like this is a large increase for those that built the hangars. He is asking the Commission to continue the present arrangements or drop the monthly hangar rental to two hundred dollars a month.

Zeve explained that this is an agreement with the City. You pay to build a hangar and the City charges ground lease only for twenty five years. After that time the hangar rental fees will be charged at the current market value.

Zeve disclosed that he has the same agreement and will excuse himself from any voting on this issue due to a potential conflict of interest.

Skinner explained that several years ago the Commission decided that any hangar deemed smaller than commercial would be in the reversionary process at the Airport. The owner would build the hangar and given a 25 year prepaid lease. The hangar is owned by the City once built. The hangar builder gets to amortize the cost of the hangars and does have to pay any taxes on the hangars. At the end of the agreement, the rates go to the current hangar rates.

Graves expressed that both parties agreed and benefited from this agreement. Wolske summarized that Milton is asking for a rental rebate because he built a hangar which would require special preference or reworking the hangar rental agreements for all tenants. Spera said this would establish a precedent.

The Commission decided not to make a recommendation on this issue.

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Burl Brim- Brim gave 300 helicopter rides during Airport Day and felt the event went smooth. He discussed the spraying at the Airport and the dust that the weed abatement causes.

The Commission thanked Brim for his contribution to Airport Day. Skinner expressed his appreciation for the helicopter rides and he knows this is a donation to the Community.

**OLD BUSINESS:**

**1. Budget Review**

Wolske said that it appears there is funding available to finish the bathroom remodel and the irrigation project.

Skinner asked for an update regarding the debt services and if this was over budgeted.

Kathol updated the Commission that the \$1,166.04 "wastewater" fee is actually a storm drain fee which is calculated based on the impervious area.

The Commission discussed having a budget meeting in September.

**2. Action Item List**

- a. Hangar enclosure project – none
- b. Landscaping/Irrigation (Driveway)- Fleury has drafted an Invitation to Bid (ITB) for the design and installation of an irrigation system along the entry road. He is waiting for Julie Smitherman from Water Conservation to review and recommend contractors. She is very knowledgeable about irrigation.
- c. Parks and vegetation management – Kathol updated that Fleury has been working with Parks and feels there is a good plan moving forward. The use of our own cemetery forces can be used on an as needed basis. The Commission would like to see details of the parks maintenance schedule.
- d. Restroom Improvements – Kathol is working on the Request for Bid (RFB) and researching the Americans with Disabilities Act (ADA) requirements. Wolske asked about a timeline. Kathol will update the Commission next meeting.
- e. Web Cam adjustment – Skinner updated the Commission that the cameras were adjusted and pointing in the direction requested. They may not be the best cameras for pilot needs.
- f. Water Seepage - Continuing to monitor.
- g. Non-compliant hangar tenants- Fleury has the list of non-compliant hangar tenants and has drafted letters. The letters have not been sent, because the lease term requiring an airplane in a hangar only relates to month to month rentals and not long term leases. Fleury is verifying with legal. Wolske said this is an FAA requirement.

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1. **NEW BUSINESS:**

A. Airport: Good Neighbor Items – Did not see an increase in phone calls due to Airport Day.

2. **FBO REPORT:**

A. Attached

B. Maintenance Updates – Zeve asked for an updated on the tree trimming and requested this be added to the action item list.

3. **INFORMATIONAL ITEMS:**

A. Brown Bag Lunch

C. Medford Update

**Open Discussion**

Scheon asked for clarification regarding the hangar rental increase discussed and approved at the last meeting. Wolske explained the Commission approved the rate increase and Commissioners who needed to declared potential conflicts of interests. Wolske mentioned there will be an ethic meeting with legal in the future.

**Airport Day**

The Commission discussed Airport Day and agreed it was a successful event. The Commission thanked Lamb for all of her help. Lamb said the event went well and had a good turnout of approximately 1600 people. The Commission will send out thank you letters to vendors and volunteers. For next year updating and additional signage, layout changes, budget, and additional giveaways were discussed.

The Commission agreed to move the July meeting from July 3, 2018 to July 10, 2018.

NEXT MEETING DATE: **July 10, 2018 9:30 AM**

**ADJOURNMENT:** 11:30 AM

*Respectfully submitted,*

*Tara Kiewel*

*Public Works Administrative Assistant*