
CITY OF ASHLAND

AIRPORT COMMISSION

AGENDA

COMMUNITY DEVELOPMENT & PW BUILDING, 51 WINBURN WAY

January 8, 2019 9:30 AM

CALL TO ORDER: 9:30 AM (Roll Call)

1. Request for Additional Items from Commission Members
 - A. Public Forum
2. APPROVAL OF MINUTES FROM December 4, 2018 MEETING
3. OLD BUSINESS:
 - A. Reversionary Hangars
 - B. ODF Draft Letter
 - C. Solar/Backup Generator
 - D. Riparian Mitigation
 - E. Action Item List
 - a. Landscaping/Irrigation (Driveway)
 - b. Restroom Improvements
 - c. Tree trimming
 - d. Hangar Inspections
4. NEW BUSINESS:
 - A. Airport: Good Neighbor Items
 - B. Tie Down Request
 - C. Airport Day 2019 Planning
5. FBO REPORT(S):
 - A. Attached –
 - B. Maintenance Updates
6. INFORMATIONAL ITEMS:
 - A. Brown Bag Lunch
7. NEXT MEETING DATE: **February 5, 2019 9:30 AM**

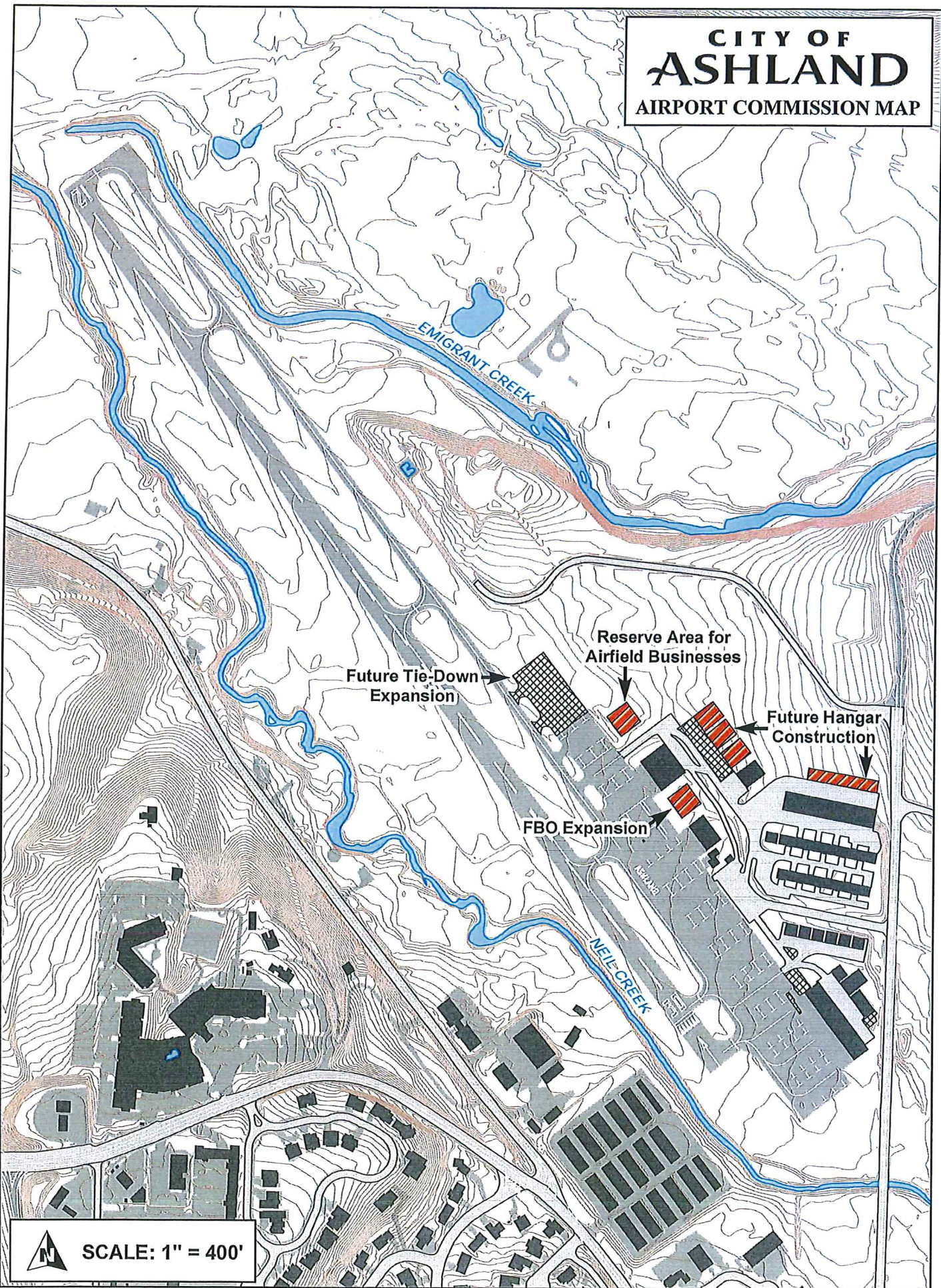
Call Taina at 541 488-5587 if you will be unable to attend!

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number 1-800-735-2900). Notification 48 hours prior to the meeting will enable the City to make *reasonable arrangements* to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).



CITY OF ASHLAND

AIRPORT COMMISSION MAP



 **SCALE: 1" = 400'**

Ashland Airport Commission

MINUTES

December 4th, 2018

These minutes are pending approval by this Committee

CALL TO ORDER

Wolske called meeting to order at 9:30 AM

Members Present: David Wolske (Chair), Bernard Spera, Lincoln Zeve, George Schoen, Daniel Palomino, William Skillman, Susan Moen, Dana Greaves, Andrew Vandenberg, Dennis Slattery (Council Liaison)

FBO Present: Bob Skinner

Members Absent: None

Staff Present: Chance Metcalf, Kaylea Kathol, Shannon Burruss

Guests: None

Public Forum – None

APPROVAL OF MINUTES

November 13th, 2018 Minutes

-Skillman Motions, Moen Seconded

Vote all ayes. Minutes approved as written

Request for Additional Items from Commission Members

Moen requests a date for this coming year's Airport Day.

Old Business

Airport Alternatives-Master Plan Development- Metcalf informs that finishing touches to send to FAA.

Wolske asks at what point does counsel re-review? Metcalf states that Fleury will get back to counsel about that.

Revisionary Hangers- Skinner- Most everyone is out; a proration was done for the last couple moving out. People are moving in; all hangers are committed. Worst case a small monetary loss could occur from the transition but going smoothly. One hanger has a door issue. Skinner met with Dave Arnold in Facilities with the city and went through and looked at doors, they figured the best option would be to have American Industrial Door go through and do a maintenance run on all of them. Some owners get in and lube and service their hanger doors. Used to be owner responsibility for maintenance, now that they are city owned with new rate, the city has also taken over maintenance.

Action Item List

Landscaping/Irrigation (Driveway)- Metcalf states that someone will come out and look at design and resolicit in January. Wolske clarifies that solicitation is basically putting out a proposal and see who is willing to do it. Metcalf states that that is correct, his understanding was to hold off until winter time because many people were busy previously.

Restroom improvements- Metcalf states that city will be working together with Skinner and Kathol to see what can be done by staff so that contractors only need to be brought in for some of the work in order to save money.

Tree trimming- Metcalf states that it is mostly done, there are two additional trees have been identified that they are going to come back and trim up. One on each end, one on the northwest end, and one on southwest end near the

Ashland Airport Commission

MINUTES

December 4th, 2018

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FBO Reports: Skinner states he and Fleury met with Mike D'Orazi the new fire chief, discussed emergency management plans and actions out of the airport. They felt that it would be helpful to have the fire department do trainings out at the airport as well as possible annual training for Skinner Aviation staff, fire extinguisher training etc., also, annual hanger inspections, making sure there are no issues. Also discussed emergency response, and what the airport's role could be in the case of a natural disaster. The airport has potential for power in the event of an emergency disaster response via solar or portable power systems, it was agreed that it would be beneficial for the airport to have the ability to operate with power and full runway in the event of an emergency. Skinner would like to continue to work with the Fire Department to explore options.

Emergency Generators- Wolske states a question came up about power in the event of a grid outage, that hanger operations won't work, and wonders about a backup generator to provide power in an emergency, or an agreement with Brim to use their generator. Skinner states they will be speaking with American Industrial Doors, about interfacing into additional power supplies in the event of the outage to prevent lockout/in. Moen asks if commission wants to explore that the airport could become a center in case of emergency. Skinner mentions that the FAA doesn't typically fund back up power but may if a safety concern is brought up. Wolske states it makes sense to him that the City might want to provide backup power as the airport could potentially be an operations center depending on the emergency, and that a generator that could operate the airport's functions. Skinner suggests an assessment for power needs. Wolske suggests putting exploration of what the airport would need to be an operation center for emergencies as an action item on the agenda and would like the City to consider the airport as an emergency resource that needs to be supported. Skinner says he'll keep up with D'Orazi and report back with any new information.

Informational Items

Brown Bag Lunch- Moen states she has not received any news but will follow up.

Solar Project- Zeve inquires about Solar Project, Metcalf informs Commission that Fleury is still working on it, he is currently pursuing funds. Wolske mentions to add Solar Project to the Action List, as well as the Riparian Mitigation. Fleury and Slattery suggested by commission to head up Solar Project. Wolske states he will keep Slattery informed via email. Metcalf suggests that Action Items be added and Fleury will review.

Fuel Tank Options- Discussion about various options sent by Fleury regarding the relocation of existing fuel tanks.
Zeve Motions- For option three of Fleury's proposition, agreeing with Skinner for the location of the fuel farm going down towards the revisionary hangers near to Dead Indian Memorial Rd, and have a self-serve service on the apron. Assuming engineering conditions allow. Moen Seconded. Commission approved locating the fuel facility where Bob Skinner recommends if any concerns arise.

Vote all ayes.

NEXT MEETING DATE: January 8th, 2019

ADJOURNMENT: 10:41am

Respectfully submitted,

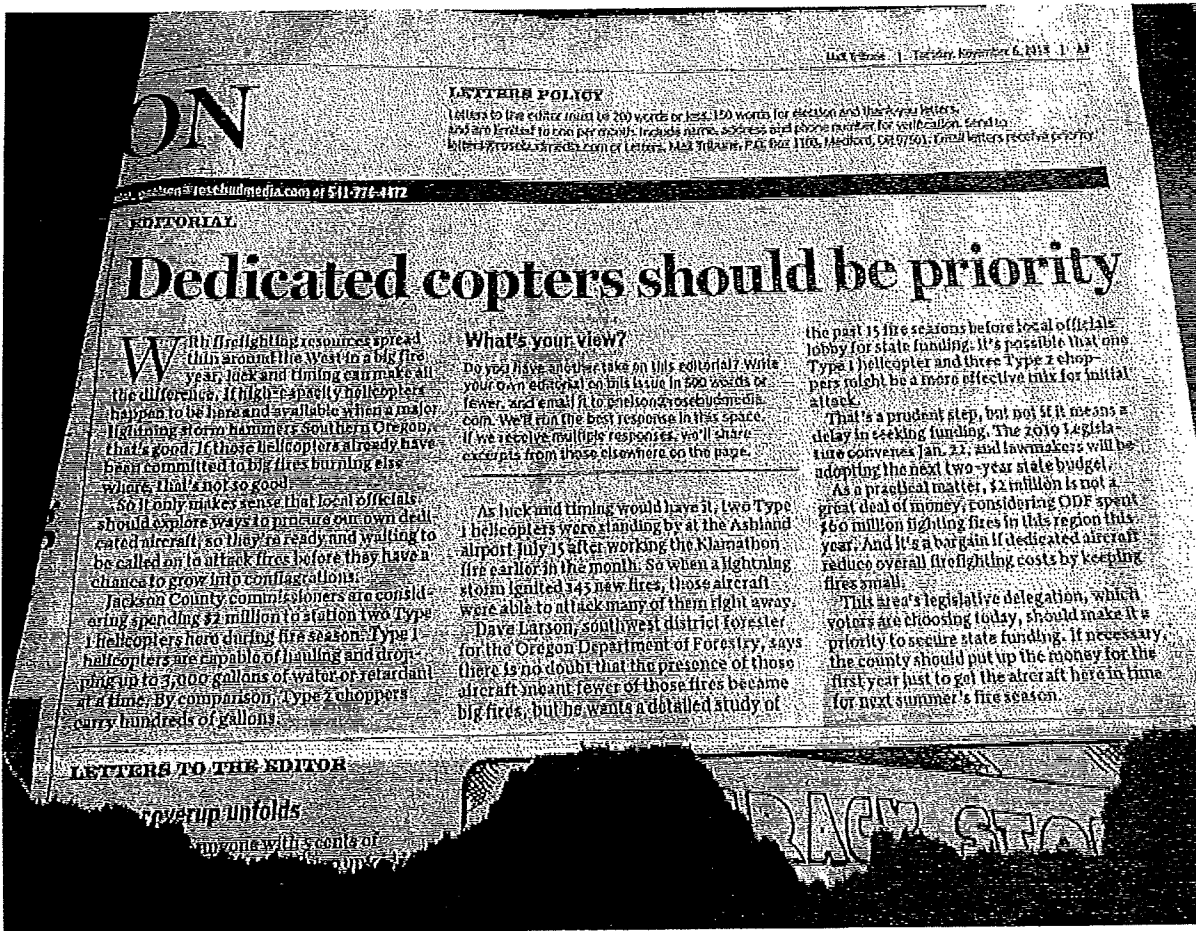
Shannon Burruss

Public Works Administration

Scott Fleury

From: lincolnzeve <lincolnzeve@gmail.com>
Sent: Tuesday, November 13, 2018 1:55 PM
To: Scott Fleury
Subject: Next agenda

Can U pop this on next agenda?



Lincoln Zeve
541.621.7192

This summer, two Type 1 helicopters were at the Ashland airport July 15 after working the Klamathon fire, so they were immediately available when lightning ignited 145 new fires.

The Oregon Department of Forestry says one Type 1 helicopter and three smaller Type 2 choppers might be more effective. ODF's regional forester recommends a study to determine the best mix of equipment, which is prudent, but not if it means a funding delay. The 2019 Legislature convenes Jan. 22.

Considering ODF spent \$60 million fighting fires locally this year, \$2 million is not a great deal of money. Our legislative delegation should make it a priority to secure it. If necessary, the county should put up the first year's money just to get the aircraft here by next summer.

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MORE TO EXPLORE

(http://dailytidings.com/news/smoke-back-in-medford-but-for-how-long?utm_source=taboola&utm_medium=referral&utm_campaign=internal)

Smoke is back, but for how long? | Daily Tidings

(http://dailytidings.com/news/smoke-back-in-medford-but-for-how-long?utm_source=taboola&utm_medium=referral&utm_campaign=internal)

(http://dailytidings.com/revels/theater/water-made-to-rise-rises-to-the-occasion?utm_source=taboola&utm_medium=referral&utm_campaign=internal)

'Water Made to Rise' rises to the occasion | Daily Tidings

FBO MONTHLY REPORT
November, 2018

CH 132

AMOUNT	ITEM	RATE			
	FBO RENTAL				\$ 1,799.65
	DAILY				
14	Daily Tie-Downs- Small	@ \$ 7.00 =		\$ 98.00	
2	Daily Tie-Downs- Large	@ \$ 11.00 =		\$ 22.00	
	MONTHLY				
5	Monthly Tie-Downs- Small	@ \$ 49.00 =		\$ 245.00	
1	Monthly Tie-Downs- Large	@ \$ 60.00 =		\$ 60.00	
0	Freight Operations (x1000)	@ \$ 5.83 =		\$ -	
14	New T-Hangars	@ \$ 310.00 =		\$ 4,340.00	
1	Helicopter Hangars	@ \$ 242.00 =		\$ 242.00	
11	Closed Hangars	@ \$ 242.00 =		\$ 2,662.00	
1	Large Closed Hangar	@ \$ 310.00 =		\$ 310.00	
4	Open Hangar	@ \$ 192.00 =		\$ 768.00	
1	Commercial Hangar-JLC	@ \$ 798.45 =		\$ 798.45	
1	Commercial Hangar-Sorenson	@ \$ 495.24 =		\$ 495.24	
1	Sky Research Land Lease	@ \$ 478.00 =		\$ 478.00	
1660	Fuel Flowage Fee Brim	@ \$ 0.07 =		\$ 116.20	
1	Nielsen Land Lease	@ \$ 161.37 =		\$ 161.37	
	ANNUAL				
	Valley Inv. Land Lease	@ \$ 8,023.15 =		\$ -	
	Brim Land Lease	@ \$ 952.62 =		\$ -	
	Private Hangars Land Lease	@ \$ 329.74 =		\$ -	
	Private Hangars Land Lease	@ \$ 337.00 =		\$ -	
	Brim Storage Area	@ \$ 2,719.20 =		\$ -	
	NOTES: Final rents paid on private hangars			\$923.31	
	Hawk 207.90 Cary 198.00 Lee 46.80 Shafer 64.01 Jacobson 196.00 Bloombaum 210.60				
	TOTAL RENTS =		\$ 11,719.57	X 0.75	\$ 8,789.68
	UTILITY CHARGE NEW CLOSED HANGARS			=	\$ 65.00
	FBO FLOWAGE FEE				
	Price Per Gallon	\$5.29 100LL	1119 Gallons		
	Price Per Gallon	\$ 4.39 JET A	72 Gallons		
	Total Gallons		1191	x 0.07	\$ 83.37
	CREDITS				
			Water Credit	-	\$107.64
			Garbage Credit	-	\$55.86
	DEBITS				
	Preauthorized other credit for:	Calhoun & Dejong fuel Island		-	\$ 907.23
	Annual fuel filter replacement.				
	TOTAL DUE TO CITY BY 20TH			=	\$ 9,666.97

For City Use Only		Expires
3 Private		07/21/23
6 Private		09/30/18
Valley Investments Lease		06/30/20
Jeff Nielson Mark Freeborn		06/01/37
Brim Lease		12/31/23
Sky Research		03/14/26

2016