ASHLAND

AIRPORT COMMISSION

AGENDA

COMMUNITY DEVELOPMENT & PW BUILDING, 51 WINBURN WAY

March 7, 2017 9:30 AM

1.	CALL TO ORDER:	9:30 AM
	CALLIO ONDEN.	7.50 /101

- 2. Request for Additional Items from Commission Members
 - A. Public Forum:
- 3. APPROVAL OF MINUTES FROM February 7, 2017 MEETING
- 4. OLD BUSINESS:
 - A. Entry Road Landscape
 - B. FBO Lease
 - C. Action Item List
 - a. Riparian Restoration
 - b. Paving dirt areas around the hangars
 - c. Hangar enclosure project
 - d. Miscellaneous painting onsite (segmented circle, compass rose etc.)
 - e. Tree topping project
 - f. Airport Website
 - g. Pest control
 - h. Webcams
 - D. ODA Grant Application/Master Plan Update
 - E. Entry Road Landscape Project
- 5. NEW BUSINESS:
 - A. Airport: Good Neighbor Items
 - B. Airport Biennium Budget
- 6. FBO REPORT(S):
 - A. Attached -
 - B. Maintenance Updates
- 7. INFORMATIONAL ITEMS:
 - A. Brown Bag Lunch
 - B. TC Meeting Update
 - C. Medford Update

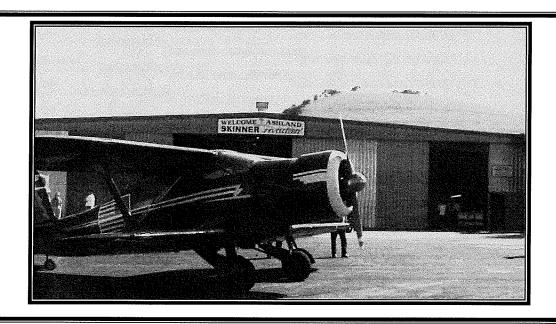
Call Scott at 552-2412 if you will be unable to attend!

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).



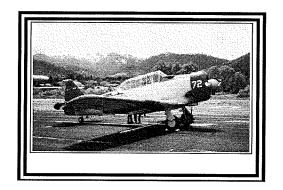
ASHLAND AIRPORT COMMISSIONERS

2015-2016



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<u>Name</u>	<u>Address</u>	<u>Telephone</u>	<u>E-Mail</u>	<u>Term</u>
George Schoen	645 Ashland St	415- 298-4516	george.schoen@sbcglobal.net	2017
William Skillman	635 Oak Knoll Drive	482-2148	Skillman_Ashland@yahoo.com	2019
Vacant				
H. Lincoln Zeve	2710 Siskiyou Blvd.	482-5436	lincolnzeve@gmail.com	2019
Vacant				
Vacant				
David Wolske	1390 Frank Hill Road	482-3233	david@davidwolske.com	2018
William Butler, Chair	1956 Crestview Dr.	488-0970	Billbashland@charter.net	2018
Susan Moen	43 Morninglight Drive	201-0678	silverwinglodge@charter.net	2019
Michael Morris,				
Council Liaison	20 E. Main St.	890-0506	mike@council.ashland.or.us	
Bob Skinner –	403 Dead Indian			
Fixed Base Operator	Memorial Rd.	482-7675	bob@skinneraviation.com	
Scott Fleury,				
Staff Liaison	20 E. Main Street	488-5587	fleurys@ashland.or.us	

Website: http://www.ashland.or.us/SectionIndex.asp?SectionID=494



ASHLAND AIRPORT COMMISSION

February 7, 2017

MINUTES

Members Present: Lincoln Zeve, George Schoen, Bob Skinner, William Butler, Susan Moen,

and Bill Skillman (9:43am) **Members Absent**: Mike Morris

Staff: Scott Fleury, Kaylea Kathol and Kyndra Irigoyen

Guests: Mike Bull (Century West Engineering), Daniel Palomino (JLC), Renee Dowan (Javiation), Matt Rogers (Century West Engineering), Dave Nafie (WHPacific)

1. CALL TO ORDER: 9:31 AM

2. AGENDA ITEM ADDITIONS:

A. Airport Website – Include in action list.

B. Mice – Include in action list.

3. APPROVAL OF MINUTES: Motion to approve the minutes as submitted, first by Schoen and Seconded by Zeve. All approved.

4. OLD BUSINESS:

- A. Entry Road Landscape: Butler said the Willow Oaks recommended by the landscaper would encroach on the taxiway because of their size. The Oklahoma Redbud and Wireless Zelkova are good candidates. Julie Smitherman and the landscaper will attend next meeting to discuss water conservation. Commission will ask questions and list concerns to the landscaper.
- B. FBO Lease: Fleury has given itemized information on liability to city attorney. Skinner has been asked to carry insurance coverage that is more than double the amount of other municipal airports in Oregon. He is asking for it to be fair and reasonable. Skinner Aviation's lease is up in less than a year. Fleury said his next step is to set up a meeting in person to discuss this the city attorney.

C. Action Item List:

1. Airport Website – Zeve said Google does not pull up the website. Kathol said she will work on getting it more searchable. Zeve asked about the webcams. Kathol said they are not up and running; Jason Wegner from the

5. NEW BUSINESS:

- A. Airport Good Neighbor Items: A few phone calls about helicopter operations.
- B. Airport Day 2017 Planning: Butler would like someone else to chair Airport Day. Zeve will be the new chairman for the Airport Day committee and all commissioners will serve on the committee. The proposed date of May 20th may have a conflict with another event in Ashland. Fleury will look for other dates for the event and bring back to Commission.
- C. Commission Vacancies: Daniel Palomino will submit application. Fleury does not know of any other applicants. Butler will not renew his position as chair in May.

6. FBO REPORT(S):

- A. Attached: Airport was closed one day due to weather. Runway was swept. Noise abatement sign is still down.
- B. Maintenance Updates: None.

7. INFORMATIONAL ITEMS:

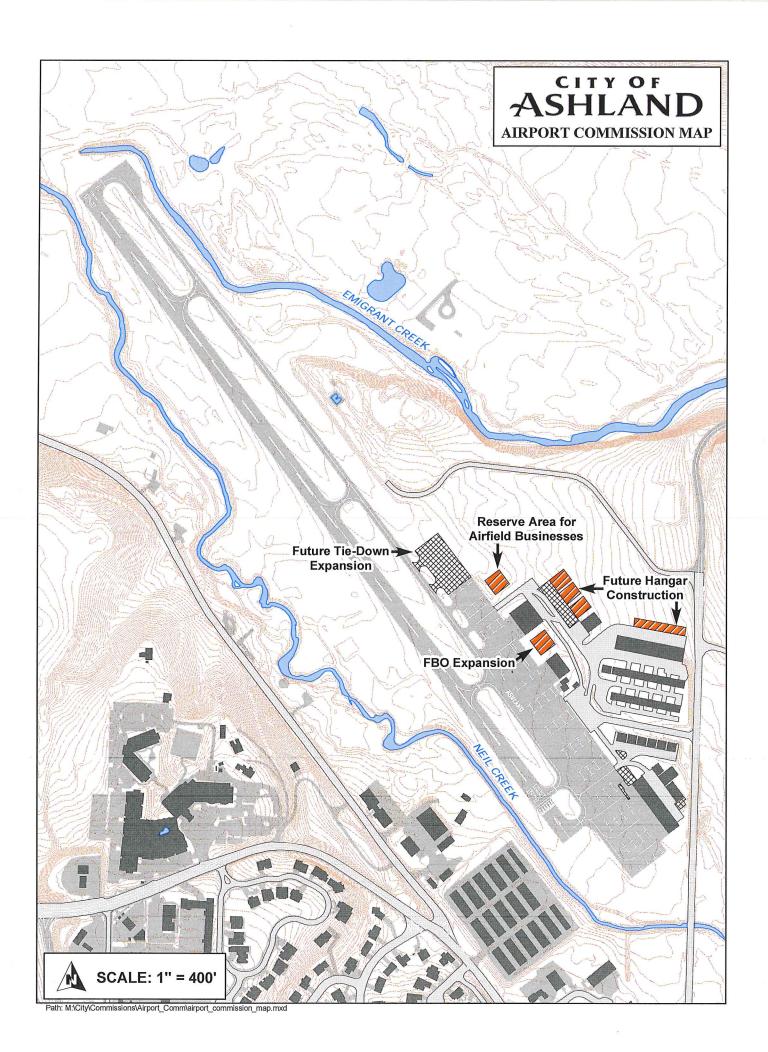
- A. Brown Bag: None.
- B. Transportation Commission: None.
- C. Medford Update: None.

NEXT MEETING DATE: March 7, 2017 beginning at 9:30 AM

ADJOURN: Meeting adjourned at 11:21 AM

Respectfully submitted,

Kyndra Irigoyen Administrative Assistant Public Works Department





KenCairn Landscape Architecture

Tel: 541.488.3194 545 A Street Fax: 541.552.9512 Ashland, OR Cell: 541.601.5559 kerry@kenca

Ashland, OR 97520 kerry@kencairnlandscape.com

MEMORANDUM

October 24, 2016

RE:

Ashland Airport Entry Drive

Preliminary Landscape Planting Design

KenCairn Landscape Architecture has prepared a preliminary version of the planting plan for the existing Ashland Airport driveway. The design is based upon the information that has been provided to our office from Scott Fluery, City of Ashland and from a site inventory visit on October 10th.

During the site inventory visit it was observed that many of the existing trees were either failing or showed some degree of stress. It is understood that some of this may be due to insufficient irrigation but some of the trees may also be reaching their maximum life expectancy. Based on the observation our recommendation is to either remove all of the trees or remove the weakest now and introduce a more appropriate tree as we have indicated on the preliminary.

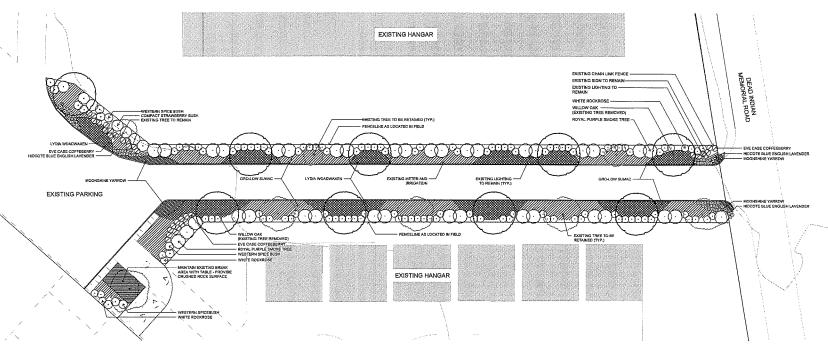
One of our directives was to provide a "Fire Safe" planting scheme. We added to that a plant pallet that includes low maintenance and low water use plantings. Our selections include plants that will provide seasonal interest and texture that will provide interest without requiring regular ongoing maintenance. Immediately off the curbs we are proposing using two different groundcover plants; Gro-Low Sumac and Lydia Woadwaxen. Both of these plants will provide a low cover for the first 6' to 9' behind the curb.

At the intersection of the driveway and Dead Indian Mem. Road we are including several plants that will provide the seasonal interested and other desired traits mentioned earlier. Eve Case Coffeeberry and Lavender will frame the airport sign while a low growing Yarrow will add a mass of color to the foreground of the sign.

Along the driveway's fencelines we are proposing a variety of Smoke Tree that will retain a large shrub size 9'x9' and a slightly smaller shrub, the White Rockrose, that will reach approximately 5'x5'. The Smoke Tree is deciduous while the White Rockrose is a broadleaf evergreen.

The planting areas near the parking lot will consist of a continuation of the driveway groundcovers but will also include some larger shrubs along the fenceline. These shrubs will keep the desired traits of being fire safe, low water use and low maintenance.

Our primary recommendation for a replacement tree is the Willow Oak. This tree can reach a size of 50'Tx35'W in ideal conditions. We are also suggesting two possible alternates; the Yellowwood Tree that can reach 30'x30' and a small option, the Oklahoma Redbud that can reach 20' tall x 25' wide.



BOTANICAL NAME	COMMON NAME	ALTERNATE	SIZE
TREES			
Gercis reniformis 'Oklehome'	Oklatioma Redbud	Cercia canadensia	38° 60
Cladrastis kentukea	Yellowwood Tree	Celtis socidentalis	2" col
Cuercus phelins	Willow Onk	Quorcus rubra	Z" čni,
SHRUBS & PEREMNIALS			
Achilles x 'Moonshine'	Moonshine Yerrow	Achitea x 'Coronation Gold'	4" Pol
Arbutus unedo 'Compacta'	Compact Strawborry Trop	Arbutus uredo 'Octoberiest'	5 gal,
Calycanihus occidentalis	Western Spicebush	Calycenthus floridus	5 gel.
Connoinus 'Julia Pholps'	Julia Pheips California Lilac	Cennothus x 'Blue Jeans'	5 gal,
Clatus ledarifer "Stanche"	White Rockrose	Cisius ladanilor	5 gal.
Coreopsis verticitate 'Moonbeam'	Moonbeam Tickseed	Coreopsis verticitata 'Zegreb'	1 gal,
Genhia lytia	Lydin Woadwaxen	Ceanothus gloriosus	1 gal.
Lavandula engustifolia 'Hidoote'	Hidaolo Lavender	Lavandula angustifolia "Aunatead"	1 gal.
Rivernous californica "Evo's Case"	Eve's Case Colleeberry	Rhamnus californica	5 gal.
Rhus aromatics 'Growl ray'	Emgrect Surpus	Prurus bessey)	1 gal.

NOTES:

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KenCairn



545 A ST, STE 3, ASHLAND, DR 075 641,641,1415



Drawn By: JL

SCALE: 1"=20'-0"

ASHLAND MUNICIPAL AIRPORT 403 DEAD INDIAN MEMORIAL ROAD ASHLAND, OR, 97520

REVISION DATE

LANDSCAPE PLAN

ISSUE DATE:

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ASHLAND AIRPORT COMMISSION





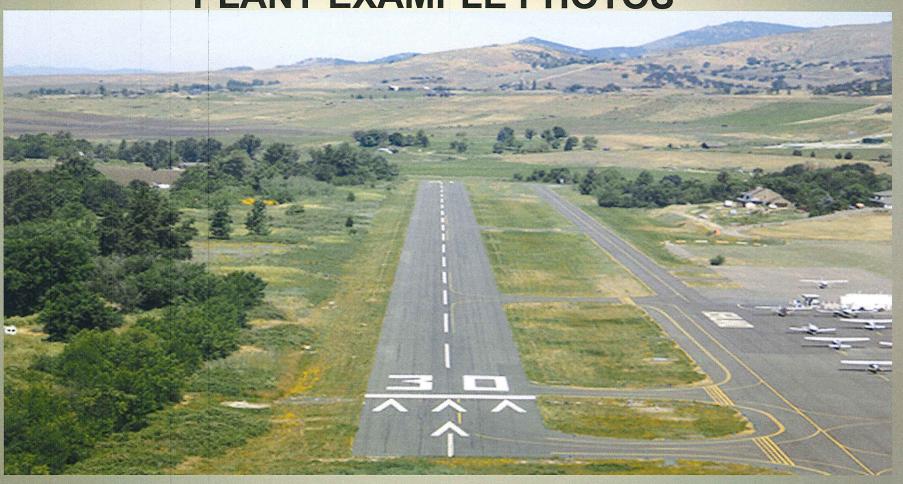
KenCairn Landscape Architecture

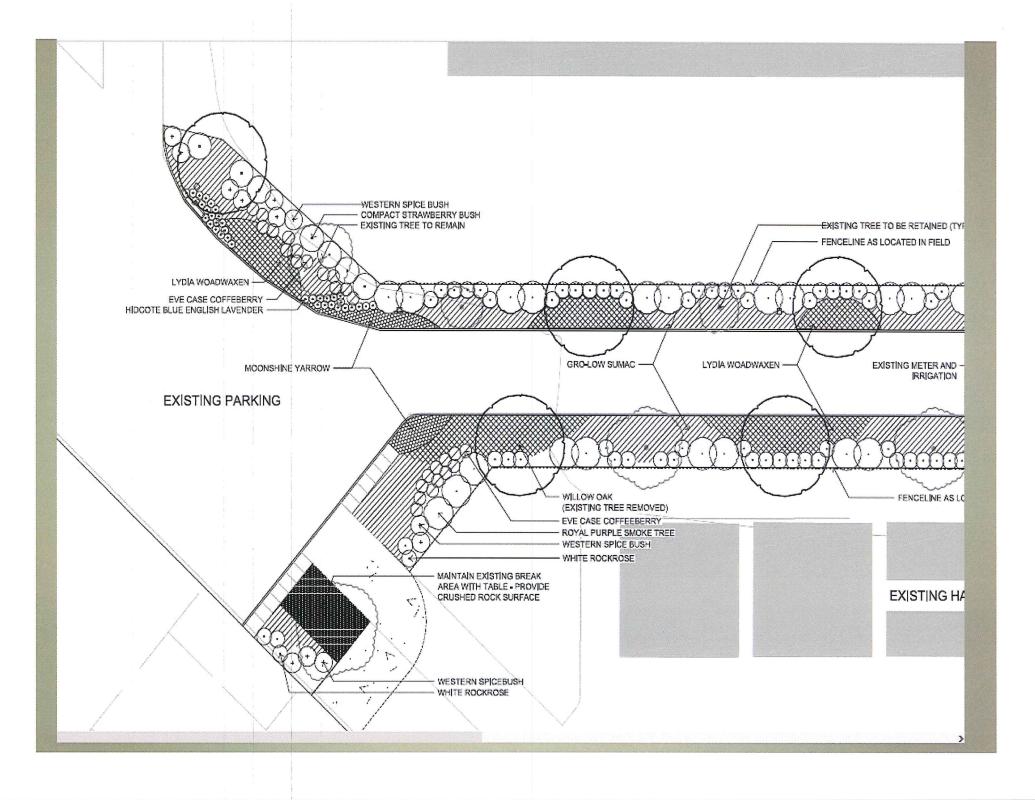
Tel: 541.488.3194 Fax: 541.552.9512

Cell: 541.601.5559

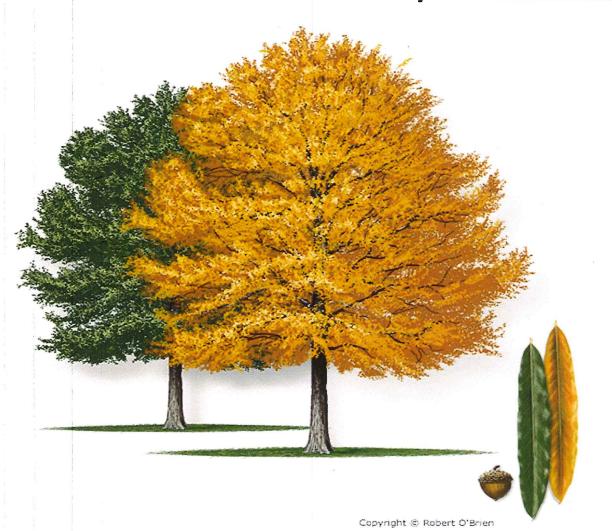
545 A Street Ashland, OR 97520 kerry@kencairnlandscape.com

ASHLAND AIRPORT PLANT EXAMPLE PHOTOS





Willow Oak quercus phellos 40' to 60' X 40' spread







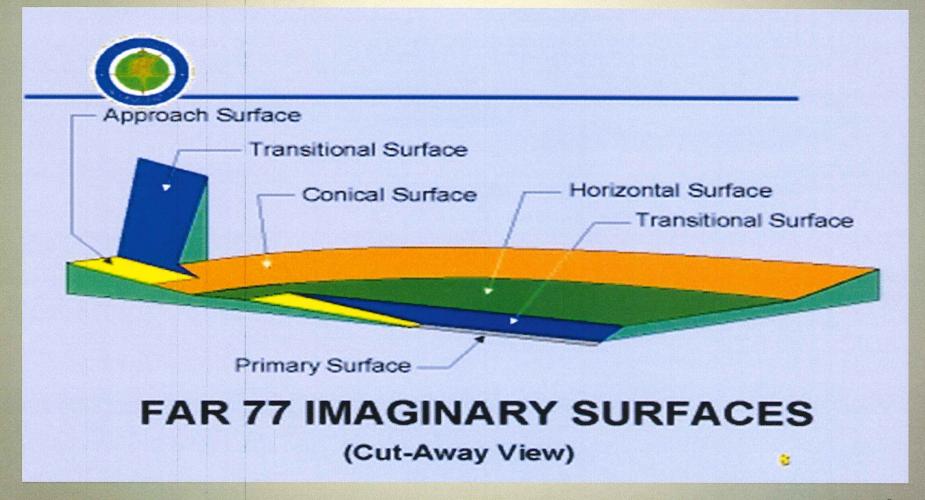
Primary Surface

- Width 250 ft to 1000 ft
- ◆ Length extends 200 ft from runway end NO OBJECT MORE THAN 3" TALL

11

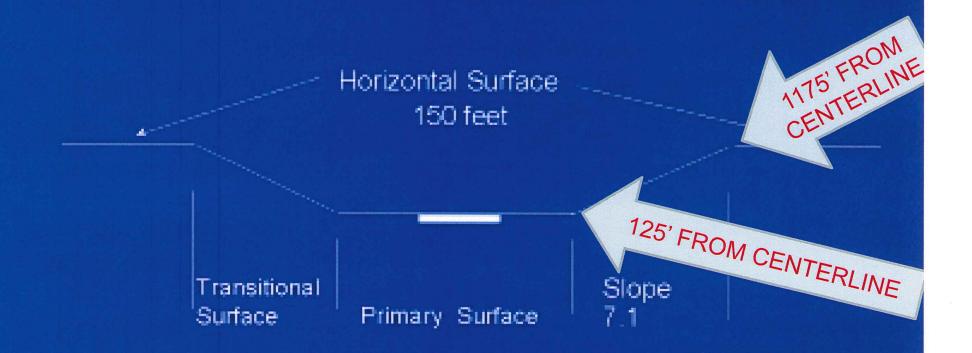


14 CFR 77

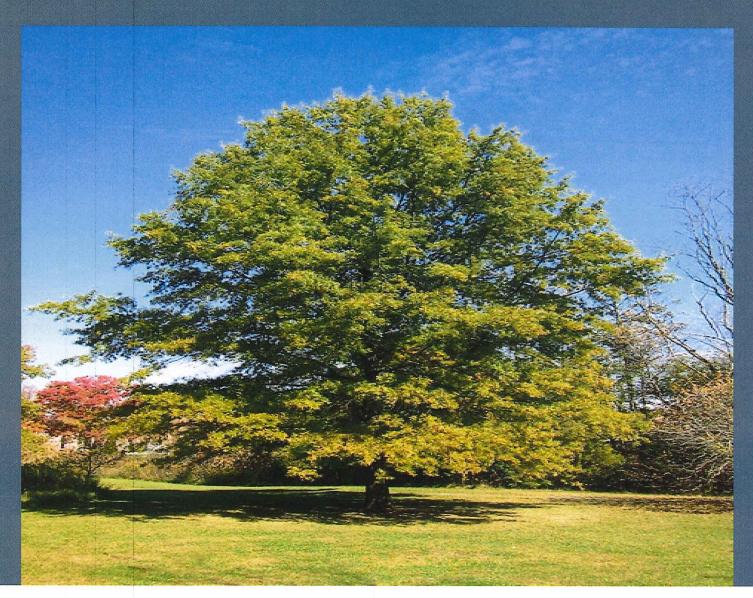


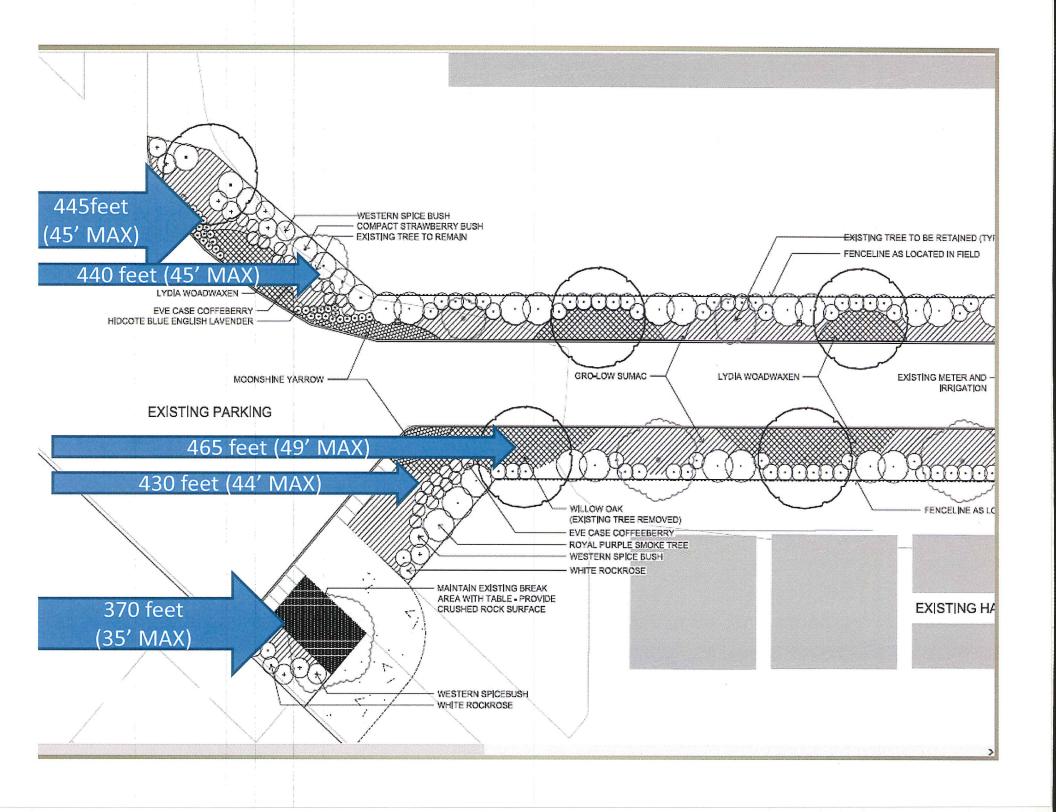


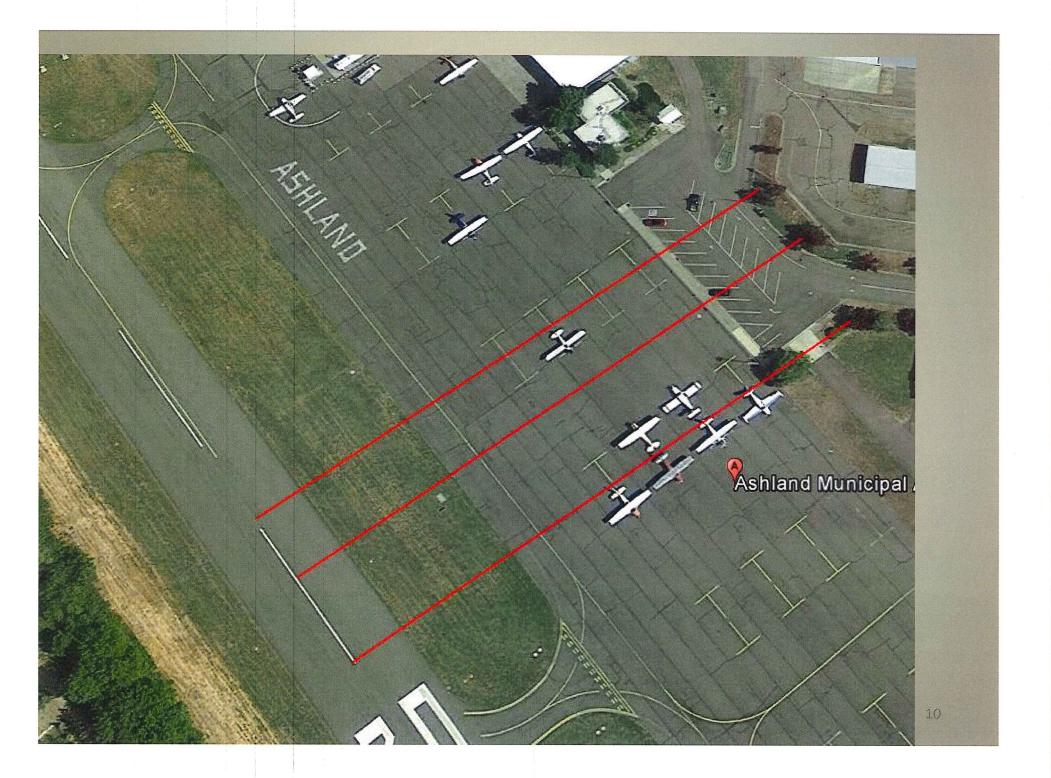
Transitional Surfaces

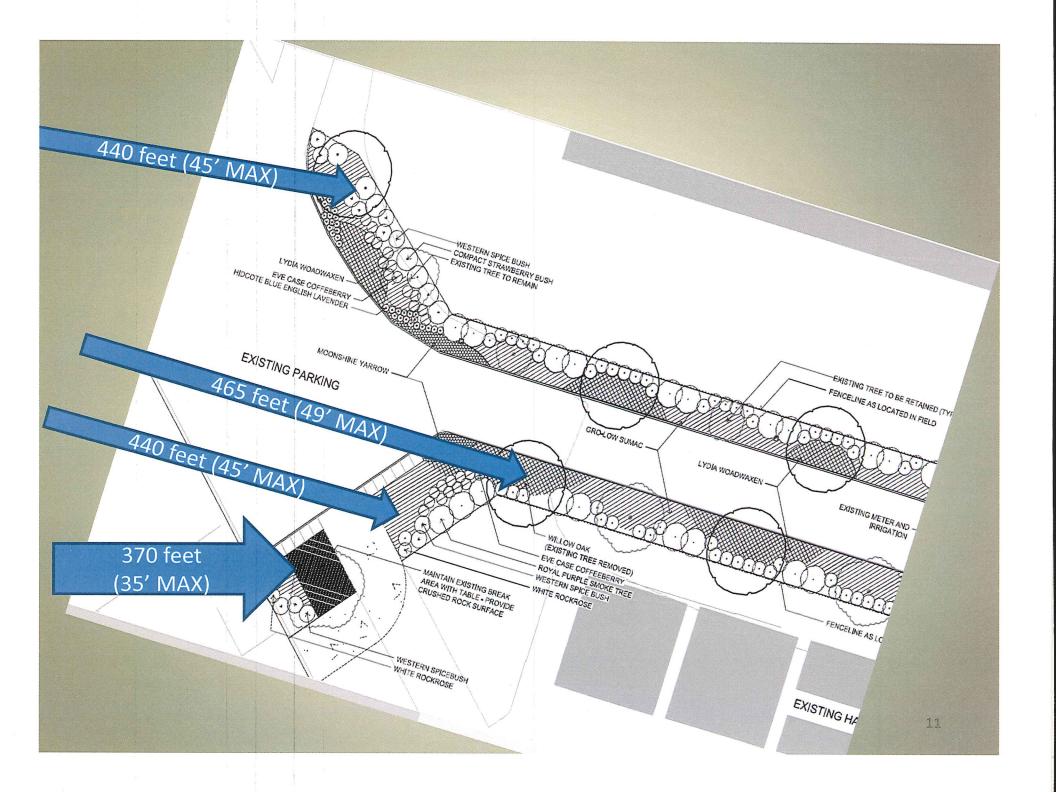


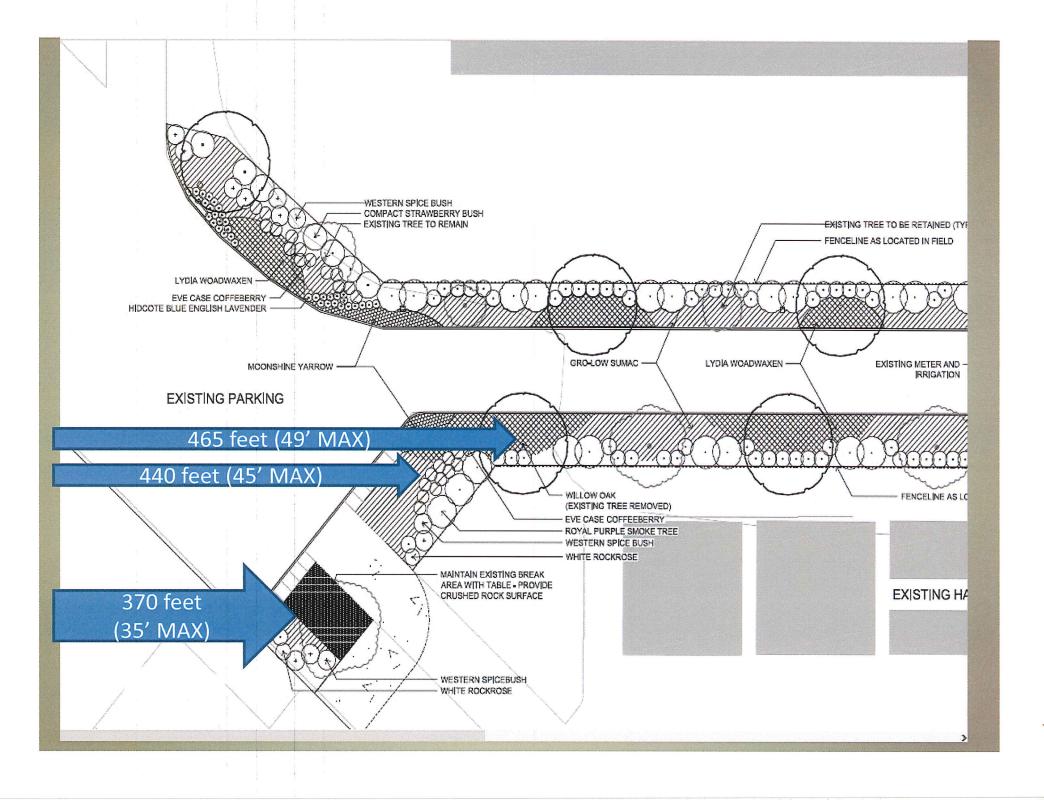
60 FOOT TREE 125' + 420' = 545' FROM RUNWAY CENTERLINE



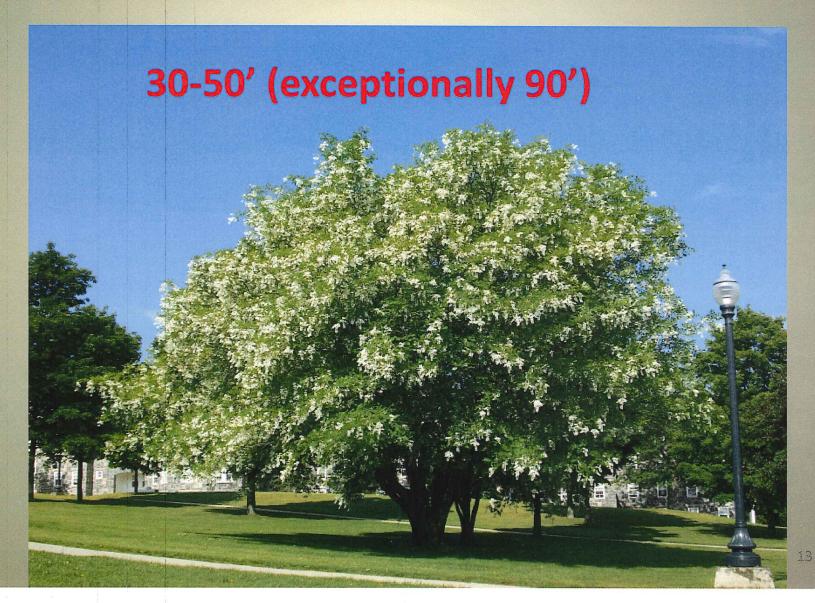






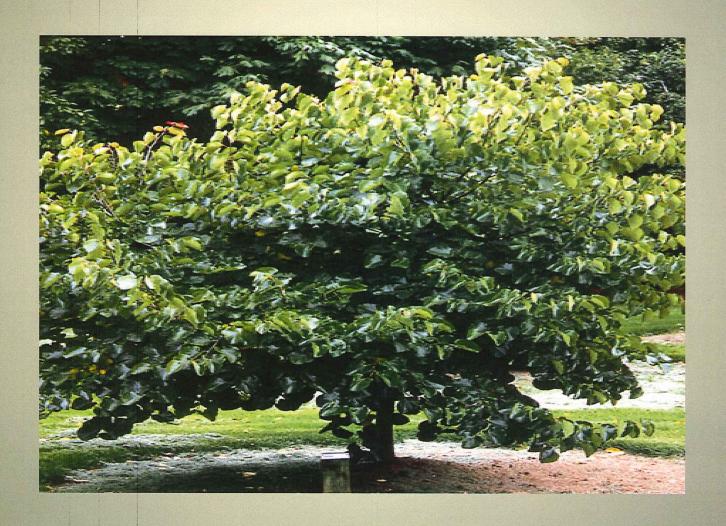


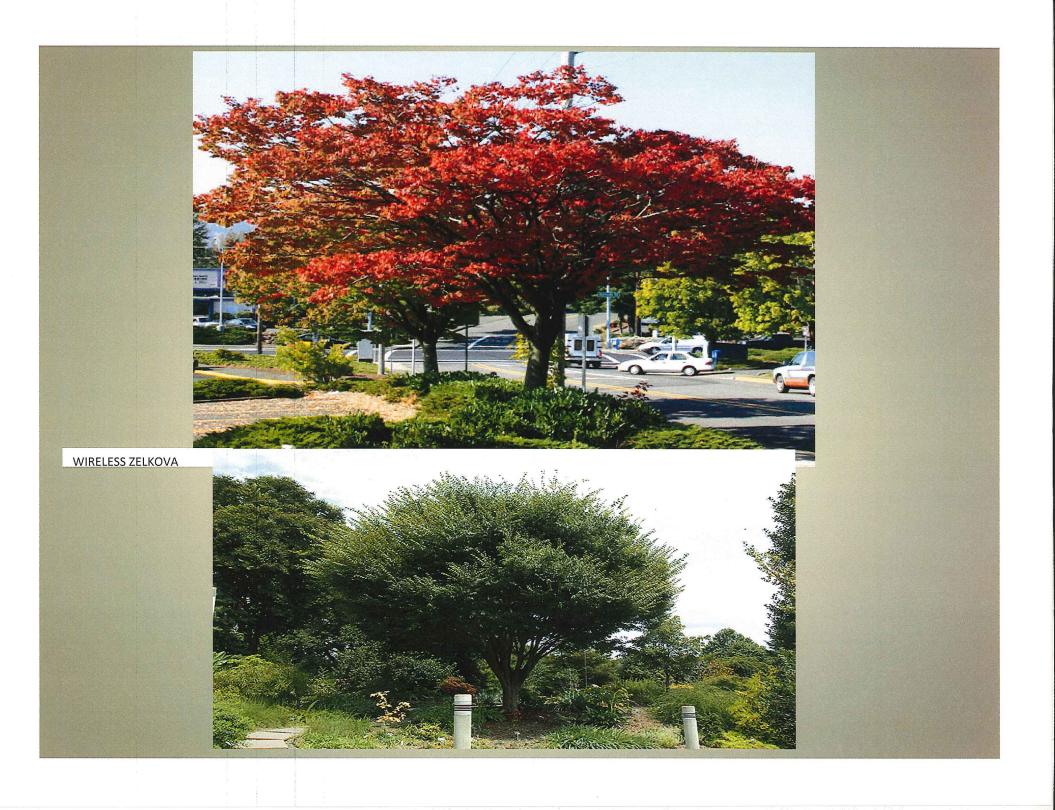
AMERICAN YELLOWWOOD Cladrastis kentukea





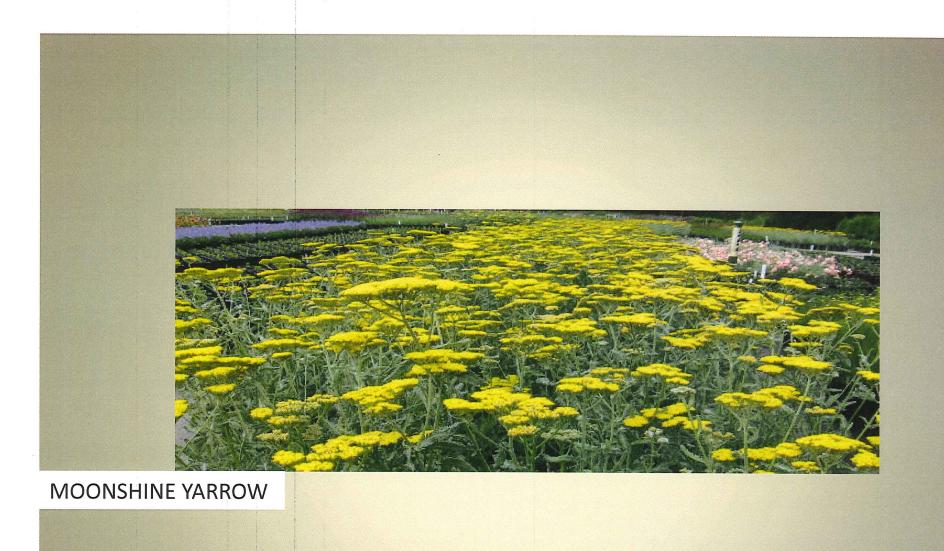
OKLAHOMA REDBUD 20'-30'







Smoke tree

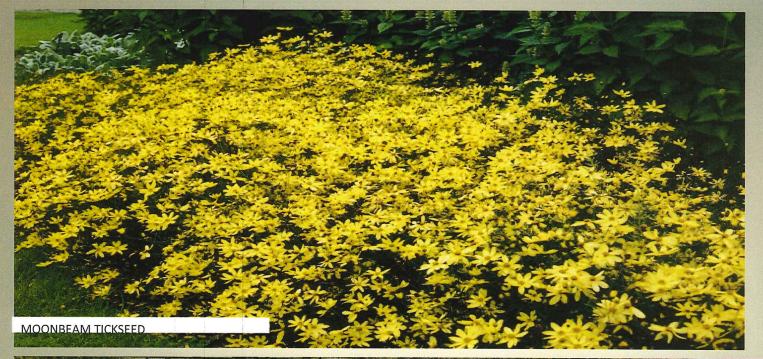




















THAT'S ALL FOLKS!



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FBO MONTHLY REPORT January, 2017

AMOUNT	ITEM		RAT	u ary, 20. E	17						
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	DAILY								*	1,710.00	
É	B Daily Tie-Downs- Small	@	\$	7.00	=	\$ 21.00					
	Daily Tie-Downs- Large	@	\$	11.00		\$ ~	-				
	MONTHLY	_	•	11.00		<u> </u>	-				
<u>.</u>		@	\$	48.00	=	\$ 240.00					
	-	@	\$	59.00		\$ 59.00	-				
	Freight Operations (x1000)	@	\$	5.83		\$ 17.49	-				
14		@	\$	295.00		\$ 4,130.00	-				
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	- ,	@	\$	295.00		\$ 295.00	-				
		@	\$	183.00		\$ 1,281.00	-				
	-	@	\$	768.00		\$ 768.00	•				
	Commercial Hangar	@	\$	471.00			-				
1	-	@ @	\$ \$				-				
2256	-	_		472.00		\$ 472.00	•				
	-	@	\$	0.07		\$ 157.92	-				-
	ANNUAL	@	\$	158.00	=	\$ 158.00	•				
	_	6	^	7 777 88			-				
	Valley Inv. Land Lease	@	\$	7,823.00		\$ -	-				
	Brim Land Lease	@	\$	965.00		\$ -	-				
	Private Hangars Land Lease	@	\$	319.00		\$ -					
	Private Hangars Land Lease	<u>@</u>	\$	334.00		\$ ~	-				
	Brim Storage Area	@	\$	2,653.00	=	\$ -	-				
	NOTES:										
	<u> </u>					,					
	LITUITY CHARGE NEW CLOS			AL RENTS	=	\$ 10,842.41	Х	0.75	į	8,131.81	
	UTILITY CHARGE NEW CLOS	SED HAN	GARS				Ħ		\$	65.00	
	FBO FLOWAGE FEE										
	Price Per Gallon	\$4.99	-			Gallons					
	Price Per Gallon	\$ 5.20	-			Gallons					
	•	Total G	allons	3	1254		x	0.07	\$	8 7 .78	
	CREDITS										l
						Water Credit		-		\$158.17	I
	N EDITE					Garbage Cred	lit	-		\$52.55	I
	DEBITS 15:0										
	Preauthorized other credit for	or:	_					-			
			TOT	AL DUE	TO CITY	/ BY 20TH			<u> </u>	704.50	ļ
For City Use O	nly 3 Private	· · · · · · · · · · · · · · · · · · ·	101	AL DUE	Expires 0		== ı		≯ 9	,784.50	١
	6 Private				Expires 0						
	Valley Investments	Lease			Expires 0	6/30/20					
	loff Nicloon hander	irooha									
	Jeff Nielson Mark F Brim Lease	reeborn			Expires 0 Expires 1	6/01/37					

FBO MONTHLY REPORT January, 2017

Safety Inspection by FBO

Runway	Llghts:	OK		
	VASI;	ОК		
	REIL:	OK		
	Pavement:	ОК		
TAXI: Parking	g Weeds:	ОК		
	Pavement:	OK		
	Marking:	OK		
	Tie-Downs:	ОК		
Mowing:		ОК		
Fencing:		OK		
Wind Cones:	(3) Wind Lights	OK OK		
Fire Extinguis	hers:	ок		
Other Recom	mendations or Problems:			
Noise abatem	nent sign down south end. W	eed spray aprons a	and taxiways.	
			-	
Aircraft Base	d on Field; Hangars	30	Tie-Downs 5	
DeBoer Hang	ar13 Private Hangar	rs <u>17</u>	Maintenance Hangar 4	
Skinner	5	·	TOTAL AIRCRAFT:	77
Other Items:	Current # of Students	3	# of Charter Flights 0	
	Special Events:	None		
	Airport Users Group:	None		

ASHLAND

AIRPORT COMMISSION Subcommittee

AIRPORT DAY PLANNING AGENDA

COMMUNITY DEVELOPMENT & PW BUILDING, 51 WINBURN WAY

March 7, 2015 11:00 AM

1. CALL TO ORDER:

11:00 AM

- 2. Request for Additional Items from Commission Members
 - A. Public Forum:
- 3. APPROVAL OF MINUTES FROM: None
- 4. OLD BUSINESS:
 - A. None
- 5. NEW BUSINESS:
 - A. Airport Day Planning
 - i. Task List (attached)
- 6. NEXT MEETING DATE:

April 4, 2015



TASK	DESIGNEE	
Site Preperation		
Sanitation	Fleury	
Mowing	Fleury	
Cones/Caution Tape	Fleury	
Banner/Signs	Fleury	
Tables/Chairs	Fleury	
Civil Air Patrol		
Marshaling(parking)	Skillman	
Media/Publicity		
Flyers	Lamb	
Radio	Zeve	
TV	Zeve	
Sneak Preview	Zeve	
Ashland Website	Irigoyen	
MC Patrick Henry	Wolske	
Exhibitors		
EAA	Butler	
Sky Hangar	Brim	
Car Clubs	Lamb	
Fire/Police/ODF Apparatus	Fleury/Skinner	
Smoke Jumpers	Butler	
Skydivers	Skinner	
Helicopters	Brim/Zeve	
Bounce House (2)	Lamb	
Kids Toys	Moen	
Science Works	Wolske	
Food Trucks		
Garcias	Butler	
Ooblies	Lamb	
Thyme	Lamb	
Buttercloud	Lamb	

Lamb

420 Blackird