



Where Life is Sweet

AIRPORT ADVISORY COMMITTEE

1600 Airport Way

July 05, 2023 at 4:00 PM

AGENDA

1. CALL TO ORDER / ROLL CALL
2. MINUTES
 - A. [Minutes of the June 7th Meeting](#)
3. PUBLIC COMMENT
4. FINANCIAL REPORT
5. AIRPORT MANAGER'S REPORT
 - A. Fuel Sales
 - B. Update on Airport Projects
 - C. Review of Life Flight Activities
6. MISCELLANEOUS ITEMS
7. ADJOURN

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Minutes of the Airport Advisory Board Meeting Hermiston Municipal Airport

June 7, 2023

Airport Terminal, Hermiston, Oregon

Call to Order

The meeting was called to order at 4:00 pm.

Roll Call

Members present: Ron Linn, Josh Burns and Dan Burns. Keith Ellis and Seth Shaw were absent. Staff present: Mark Morgan from the City of Hermiston, Rolf Leirvik of Gorge Aviation Services.

Agenda

The Agenda was unanimously approved.

Approval of the Minutes

The minutes from the May 3, 2023, meeting were unanimously approved.

Public Comments

No comments

Financial Report

The financial report was reviewed and unanimously approved.

Managers' Report

1. Staff reported that avgas fuel sales continue to grow. Last year's Jet A sales were unusually helped by one sale to a large Jet.
2. Staff discussed the move in of Life Flight Networks at the Airport. Life Flight officially moved in and became operational on June 1, 2023. Improvements to the leased property were complete before that time along with new improvements for access to the ramp and locations of a new storage unit. The Airport also worked with Life Flight to develop fueling procedures for 24 hour use of the Airport fueling system by Life Flight Networks.
3. Staff introduced Mike Stratton who would like to construct a new hangar at the Airport. Mr. Stratton explained to the Board his ideas for a hangar. The Board encourage Mr. Stratton to submit his detailed plans for the hangar and looks forward to having him construct a new hangar at the Airport.

4. Staff discussed with the Board a new potential commercial building being constructed at the Airport by Kayak Public Transit. The Board discussed the plans for a new facility. The Board then discussed the draft of the lease with Kayak Public Transit for facilities at the Airport. After a thorough discussion and after motion duly made and seconded the Board unanimously recommended that the Hermiston City Council approve a ground lease with Kayak Public Transit for the construction of a facility at the Airport.
5. Staff discussed the updated plans for EOTEC to use a designated portion of the Airport land for temporary parking during specific events at EOTEC.
6. Staff discussed updates on the new Airport T-hangar project. Precision Approach, who is handling the design of the project, has recommended that the purchase of the steel hangar be included with the contract to construct the hangar and the surrounding taxiways. A solicitation for bids for that total contract will be issued this fall.
7. Staff reported that the Hermiston Municipal Airport Runway 23 & South Ott Road Realignment Environmental Assessment was complete. That project will continue to move forward.
8. Staff presented a quote for the installation of a fence between hangars located at 1200 and 1300 Airport Way to provide additional security for Aircraft operations. The Board decided to table discussion of that fence to a future meeting.

The meeting was adjourned at 4:51 pm.

The next regular meeting date: Wednesday July 5, 2023.

Dan Burns