



Where Life is Sweet

AIRPORT ADVISORY COMMITTEE

1600 Airport Way

April 05, 2023 at 4:00 PM

AGENDA

1. **CALL TO ORDER / ROLL CALL**
2. **MINUTES**
 - A. Approval of the March 1st meeting minutes
3. **PUBLIC COMMENT**
4. **FINANCIAL REPORT**
5. **AIRPORT MANAGER'S REPORT**
 - A. Fuel Sales
 - B. Update on New T-hangar Construction
 - C. Update on Airport Projects
 - D. Discussion of Airport Hangar Lease Rates
 - E. Update of Selection Process for the Airport Engineering Firm
6. **MISCELLANEOUS ITEMS**
7. **ADJOURN**

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Minutes of the Airport Advisory Board Meeting Hermiston Municipal Airport

March 1, 2023

Airport Terminal, Hermiston, Oregon

Call to Order

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

Roll Call

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

Agenda

The Agenda was unanimously approved.

Approval of the Minutes

The minutes from the February 1, 2023, meeting were unanimously approved.

Public Comments

No comments.

Financial Report

Due to the meeting be held on the first day of the month no financial report was available at this time.

Managers' Report

1. Rolf Leirvik discussed the winter operations during the recent snow event. The Airport was able to remove the snow from the runway and keep the Airport open.
2. Rolf Leirvik reported that sales of fuel continue at a decent rate for operations during February.
3. Precision Approach Engineering continues to work on the new T-hangars with the anticipated bid solicitation for the hangar package being ready in March or April and the construction package being ready a couple of months later.
4. Rolf Leirvik discussed the progress the Airport is making getting the Airport building useable for Ameriflight and other pilots. The City of Hermiston IT team is working to make WIFI available in the building.

5. Every five years the FAA requires that each Airport conduct a search and selection process for an Engineering firm that handles FAA funded construction project on the Airport. Since Precision Approach has been the engineering firm of record for the Hermiston Airport for five years, during 2023 the Hermiston Airport is required to proceed with that selection process. The City of Hermiston will begin that selection process during March.

The meeting was adjourned at 4:35 pm.

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

Dan Burns

DRAFT