



AIRPORT ADVISORY COMMITTEE

1600 Airport Way

Where Life is Sweet

May 03, 2023 at 4:00 PM

AGENDA

1. CALL TO ORDER / ROLL CALL
2. MINUTES
 - A. Minutes of the April 5, 2023 Meeting
3. PUBLIC COMMENT
4. FINANCIAL REPORT
5. AIRPORT MANAGER'S REPORT
 - A. Fuel sales
 - B. Update on Airport projects
 - C. Discussion of Airport hangar lease rates
 - D. Update on selection process for the Airport Engineering firm.
6. MISCELLANEOUS ITEMS
7. ADJOURN

**** AMERICANS WITH DISABILITIES ACT NOTICE****

Please contact Hermiston City Hall, 180 NE 2nd Street, Hermiston, OR 97838 (Phone No. 541-567-5521) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTY and TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900 or 711.

Minutes of the Airport Advisory Board Meeting Hermiston Municipal Airport

April 5, 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, Dan Burns and Keith Ellis Staff present: Mark Morgan from the City of Hermiston, Rolf Anderson Leirvik of Gorge Aviation Services. Visitor present: Tracy May from Precision Approach Engineering.

Agenda

The Agenda was unanimously approved.

Approval of the Minutes

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

Public Comments

No comments.

Financial Report

The financial report was reviewed and unanimously approved.

Managers' Report

1. Rolf Leirvik reported that fuel sales were down during March primarily due to the poor flying conditions that covered a significant portion of the month.
2. Tracy May then provided an update on the new T-hangar project. Current plans call for advertising for bids for the steel hangar building during May and awarding that contract during June. Work will then proceed to bid and then award the site improvement and hangar construction portions of the work in March of 2024. Current tenants of the open hangars will be notified to vacate their sites by February 2024. Construction is expected to be complete by June 2024.
3. The Board plans to establish recommended lease rates for City Council approval for all city owned hangars at the next Board meeting.

4. Tracy May then discussed the project to acquire additional safety areas north of runway 5. An environment assessment is now in process and further steps toward the acquiring the safety area will proceed during 2023 and 2024.

5. The Board then discussed long term plans and potential projects for the airport.

The meeting was adjourned at 5:18 pm.

The next regular meeting date: Wednesday May 3, 2023.

Dan Burns

DRAFT