



Redmond Municipal Airport-Roberts Field
2522 SE Jesse Butler Circle, Suite 17
Redmond, OR 97756-8643
Phone 541-504-3499
Fax 541-548-0591
www.flyrdm.com

REDMOND AIRPORT COMMISSION MINUTES

Thursday, July 10, 2014

Airport Event Conference Room, 2522 SE Jesse Butler Circle, Suite 17, Redmond, Oregon

Commissioners Present: Chair Mike Newell, David Foote (absent: *Rob Berg, Kelly Coffelt, Marc Henegar, Kenny Larkin, Tim Moor, Eric Sande*; 1 vacancy)

City Staff: Jeff Tripp, *Airport Director*; Nettice Honn, *Airport Services Coordinator*; Donelle Snider, *Administrative Assistant*; Cameron Prow, *TYPE-Write II*

Visitors: Jay Patrick, *Council Liaison*; Joe Roshak, *Century West Engineering*; Don Lee, *NW Commercial*; Stan Clark

Media: Jessie Foster and Dan McCarthy, *KTVZ Newschannel 21*

(scribe CP's note: The minutes were created from an audio recording and notes taken at the meeting.)

I. CALL TO ORDER

Chair Newell called the meeting to order at 5:43 p.m.

Ms. Prow conducted roll call and confirmed that a quorum did not exist as only two of eight Commissioners were present.

II. ANNOUNCEMENTS (None)

III. COMMENTS FROM CITIZENS (None)

IV. APPROVAL OF MINUTES

Approval of the June 12, 2014, minutes was postponed due to lack of a quorum.

V. CONSENT AGENDA (None)

VI. TOPIC

A. FBO Update

Mr. Tripp reported an eight-hour marathon meeting last week with K/C Aero, Butler Aviation, and attorneys for all parties to discuss lease issues. Good progress was made in the initial negotiation stage. The next step will be for the lawyers to work together toward an amicable resolution. The City stated at that meeting that it retains the option to set up a Fixed Base Operation if an agreement can't be reached on the various issues. City Council initially set July 27, 2014, as the date the City would take over the FBO, but is leaving it up to staff's discretion based on how negotiations are going. Staff, particularly Ms. Honn, have done an outstanding job in preparing for whatever direction the City decides to take.

B. Airline Agreement Update

Mr. Tripp said staff are carefully reviewing the airline agreements to make sure the insurance documentation addresses Risk Management's concerns. Staff are expecting to mail the completed documents early next week.

C. Runway 4-22 Project Status Update

Mr. Tripp reported an e-mail from the Federal Aviation Administration this afternoon, informing him that the Airport has been awarded the grant it applied for. Construction is expected to start in August 2014.

Chair Newell requested a status report on the Connect Oregon grant application. Mr. Tripp said Redmond's application topped a list of 30 projects. He will attend the Oregon Transportation Board meeting in Salem next week.

D. Rules and Regulations Update

Mr. Tripp said he expected to present the new Airport Rules and Regulations at Council's July 22, 2014, meeting.

VI. OTHER TOPICS (None)

VII. COMMISSIONER COMMENTS (None)

VIII. ADJOURN

The next meeting is scheduled for Thursday, August 14, 2014, 5:30 p.m.

There being no further business, Chair Newell adjourned the meeting at 5:49 p.m.

APPROVED by the Airport Commission and SIGNED by the Chair this _____ day of _____, 2014.

Mike Newell, Chair