

COOS COUNTY AIRPORT DISTRICT
REGULAR BOARD MEETING
Thursday, October 15, 2020

Minutes of the regular monthly meeting of the Board of Commissioners of the Coos County Airport District held Thursday, October 15, 2020, at 7:30 a.m., in the District Hangar Office.

CALL TO ORDER: Chair Mineau called the meeting to order.

COMMISSIONERS PRESENT:

Helen Mineau, Chair
Michael Collins, Vice-Chair;
Joe Benetti, Commissioner;
Jason Bell, Commissioner.

ABSENT: Brent Pahls, Commissioner.

COUNSEL PRESENT: James Martin, District Legal Counsel.

STAFF PRESENT: Theresa Cook, Executive Director; Robert Brittsan, Executive Assistant; Rick Skinner, Project Manager; Carole Randall, Finance Manager.

MEDIA AND GUESTS PRESENT: Dan Salyers, CH14.

PLEDGE OF ALLEGIANCE: Led by Vice-Chair Collins.

Section I. Review of Minutes: September 17, 2020:

Upon a motion by Commissioner Benetti (Second Commissioner Bell), the minutes of the September 17, 2020, regular Board meeting were approved.

Section II. Review of Invoices:

The Board reviewed new invoices through October 14, 2020, in the amount of \$634,057.54. Upon a motion by Commissioner Bell (Second Vice-Chair Collins), the invoices through October 14, 2020, in the amount of \$634,057.54, were approved.

Section III. Finance Report:

The Finance Manager approached the Board to discuss the Finance Report by summarizing the Coos County Airport District fund resources and requirements

throughout the month of September. The Board was informed that all funds expenditures were within the budgeted amounts, and the September Airport Use Fees received were 11.5% higher than anticipated.

The Finance Manager updated the Board on the financial state of current airport projects.

The Airfield Electrical Project was nearly complete and under budget by approximately \$200,000. The original project costs exceeded what the FAA was willing to fund this fiscal year. Any amount in excess would be covered by the District and then reimbursed using future discretionary FAA funds. With the project being under budget, the current FAA Airport Improvement Program (AIP) grant would cover the project without the need to wait on discretionary money. Commissioner Benetti asked, and the Executive Director explained the District could only be reimbursed a specific amount for the project each fiscal year.

The Airfield Rescue and Fire Fighting (ARFF) Facility Project began in August 2020 with a total amount of \$127,402 spent as of September 2020.

The BLM Seismic Upgrade and Tenant Improvement Project were bid and funded at \$3,900,000, with a total of \$677,620 expended as of September 2020.

Section IV. Staff Reports:

The Executive Director addressed the Board to give the Executive Directors Report.

The Executive Director announced that SkyWest had released the October 2020 flight schedule, which excluded Tuesdays; the November 2020 flight schedule excluded Tuesday, Thursdays, and Saturdays. Commissioner Benetti asked, and the Executive Director stated the seasonal Denver flight ended September 30, 2020.

The Board contemplated utilizing Travel Southern Oregon Coast (TSOC) for marketing the San Francisco flight. The District wanted to show support for Bandon Dunes efforts by using a local marketing group.

The Oregon REAL-ID compliance date had been extended to October 2021.

The Executive Director explained that the Airfield Electrical Project closeout was contingent upon the Runway End Identifier Lights (REIL) Flight Check. Punch list items and final walk through should complete project

The Project Manager approached the Board to discuss the Airfield Rescue and Fire Fighting (ARFF) Facility project. The Board was informed the project was moving ahead

smoothly. Although, some issues were discovered in the design that was being corrected. Foundation is being poured

The Project Manager stated that the BLM Seismic Upgrades and Tenant Improvements Project was gradually progressing; however, there has been an issue with the time General Services Administration (GSA) was taking to review documents.

The Executive Director noted that the Mangan Dike Culvert repair had been completed.

The Board was informed the Monitoring And Data Acquisition System (MADAS) in an ARFF Fire Truck needed to be replaced.

Section V. Action Items:

Commissioner Benetti (Second Vice-Chair Collins), move to approve the South Coast Development Council (SCDC) Membership at the Platinum level. The Board discussed the vital work performed by SCDC for the south coast community. Motion passed.

Section VI. Public Comments:

There were no public comments at this time.

Section VII. Commissioner Comments:

The next regular Board Meeting was to take place November 19, 2020.

Adjourn to Executive Session 7:59 a.m.