

Coos County Airport District

Regular Board Meeting

September 26, 2024

Minutes of the regular monthly meeting of the Board of Commissioners of the Coos County Airport District (CCAD) held on Thursday, September 26, 2024 at 7:30 a.m., in the CCAD Boardroom.

CALL TO ORDER

Commissioners Present

Jason Bell, Chairman

Joe Benetti, Vice-Chair (Zoom)

Andrew Brainard, Commissioner

Caddy McKeown, Commissioner

Absent

Brent Pahls

Counsel Present

Melissa Cribbins

Staff Present

Rodger Craddock, Executive Director; Robert Brittsan, Deputy Director; Bob Hood, Operations Manager; Crystal Lyon, Finance Manager; Stephanie Kilmer, Public Information Officer; Amos Vorster, Office Manager; Rick Skinner, Project Manager.

Media and Guests Present

John Meynink, Neighborhood Resident

Ken Bonetti, Neighborhood Resident

Marie Simonds (Zoom)

Unidentified Guest (Zoom)

SECTION 1: CONSENT CALENDAR

Motion:

Upon a motion by Commissioner McKeown (Second Commissioner Brainard) the Consent Calendar from August 2024 was unanimously approved.

SECTION 2: EXECUTIVE DIRECTOR'S REPORT

Director Craddock shared an update on commercial air service at the Southwest Regional Airport (OTH). He noted that the airport is still on pace to see a 9% increase in passenger enplanements over last year, in spite of last year producing our highest enplanement numbers in many years.

An update on General Aviation visits will come next month, but the number of jets utilizing the airport's ramp space indicated that August was a strong month.

Director Craddock next provided a progress report for ongoing airport projects.

As of September 25th, there have been two concrete pours on the first phase of the Legacy Apron project, with some of this work taking place at night.

Still in planning or design phase are projects involving the Terminal Concourse, the Glide Slope Relocation, the Runway Safety Area, and the Cargo Facility. Staff continues to seek funding opportunities to help cover the cost of these projects.

The Shuttle Bus Parking project was delayed due to some power lines that were damaged during excavation. These have been repaired, and the project should be wrapping up shortly.

The last Master Plan for the airport was created in 2013. These should be updated every 10 years, and staff has been working with Ardurra to prepare a scope of work for the renewal of this Plan.

Director Craddock expressed his desire to work with the District's attorney to prepare agreements with rideshare companies operating on airport property that will align with similar agreements signed by airports nationwide. The Board had no objections.

The Board had previously approved assisting with the costs of moving a pump station located on airport property. The City of North Bend approached the Director to inform him they do not yet have a signed utility easement for this project. Director Craddock asked for the Board's consent to allow him to meet with the City to put together agreeable easement language.

Some adjustments regarding the upcoming Board Meeting schedules were suggested. As the Director will be out of town for the October meeting, Deputy Director Brittsan will fill in for him on this date. The meetings for November and December are currently scheduled on or near a holiday. Director Craddock purposed replacing these meetings with one meeting in early December. Staff will send a poll to Board members to select a date.

Commissioner Benetti asked for clarification on what the District's financial commitment was for the pump station relocation, to which the Deputy Director answered \$27,000/yr for 5 years. Commissioner Benetti also inquired if agreement with the rideshare companies meant any changes to the newly-signed agreement with Hertz. Finally, Benetti also inquired if the District was obligated to proceed with the Runway Safety Area project, and if so, how the costs will be covered. Director Craddock stated that choosing not to proceed with this project would require the runway to be shortened, which would have a significant impact on commercial air service. He also gave a brief summary of grant funding that may be available to aid in covering the costs of the project.

SECTION 3: ACTION ITEMS

Motion:

Upon a motion by Commissioner McKeown (Second Commissioner Brainard), Resolution 2024-09-01 amending CCAD Policy 12: Operation Policies was unanimously approved.

PUBLIC COMMENTS

Mr. Meynink expressed curiosity on what the process was for developing the Master Plan. He also shared that he felt that, should the airport not use the entirety of available funding for a project, it would be better to allow those funds to remain unused, rather than creating add-ons to a project to use up the funding.

Mr. Bonetti expressed concern over the invasive species that are dominating the underbrush in the forested areas of the District's property. He requested that the airport budget funds and come up with a plan for removing these. Bonetti stated that the increase in invasive species in these forested areas impacts the habitat of wildlife in the area.

Director Craddock stated that the airport has budgeted \$50,000 for this work and is seeking local funding to contribute toward the efforts as well. He also noted that the District's ultimate goal for the area in question is to create revenue generating property and that promoting wildlife habitat near the airport can create safety issues.

Mr. Bonetti voiced his disbelief that wildlife had any significant presence on this airport's operating area, and shared his opinion that the District's goal should be to develop the Business Park in a way that would have minimal impact on the surrounding forested area.

COMMISSIONER COMMENTS

Commissioner Brainard expressed his thanks to staff involved in the ongoing Park Project with Rotary.

Commissioner McKeown thanked the Director and District's Attorney for their work on updating CCAD Policies.

Meeting adjourned to Executive Session at 08:00 a.m.

No additional action was taken after the Executive Session.