



Redmond Municipal Airport-Roberts Field
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REDMOND AIRPORT COMMISSION MINUTES

Thursday, May 1, 2014

Redmond Fire & Rescue, 341 NW Dogwood Avenue, Redmond, Oregon

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

City Staff: Robert Noble, *Interim Airport Director*; Jeff Tripp, *Airport Director*; Nettice Honn, *Airport Services Coordinator*; Tammy Rohach, *Office Assistant 3*; Donelle Snider, *Administrative Assistant to Interim Airport Director*; Cameron Prow, *TYPE-Write II*

Visitors: Stan Clark, *hangar owner*; Tim Elmore, *White Dog I LLC*; Martin Hansen, *Butler Aircraft*; Don Lee, *NW Commercial*; Anthony LeLouis; Jim Mouser, *Life Flight Network*; Lloyd Olson, *Olson Development/hangar owner*; Winton Platt; Robert Williams, *Lancair International*

Media: None

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

I. CALL TO ORDER

Mr. Noble called the meeting to order at 5:35 p.m. without a quorum as only two of nine Commissioners were present. He introduced new Airport Director Jeff Tripp. He said the Airport is committed to communication with the general aviation community and welcomed everyone present.

II. ANNOUNCEMENTS (None)

III. COMMENTS FROM CITIZENS (None)

IV. APPROVAL OF MINUTES

Approval of the April 10, 2014, minutes was postponed due to lack of a quorum.

V. TOPIC

A. Review Draft Lease Policy

Mr. Noble summarized (PowerPoint) the background, survey results, Airport needs, stakeholder concerns, and opportunities for public input during the review process. He presented a matrix illustrating term lengths, options upon lease termination, and conditions for sale of leases. A Facility Condition Report will be required at the five-year renewal time. Objectives of the proposed new lease policy included compliance with Federal Aviation Administration grant assurances; establishing consistency, uniformity, and fair market value; and providing options and flexibility for stakeholders. He invited public feedback on the proposed lease policy and requested that comments after this meeting be e-mailed to nettice.honn@flyrdm.com by 5 p.m., May 9, 2014.

Audience concerns included leaseholder's responsibility at lease termination, leaseholder's ability to sell the lease, administrative fee (what triggers it, who pays, 10% rate should be

1-3%), assignment policy, aesthetic parameters of reinvestment, if the Airport will honor existing leases, and using real estate industry language to the extent possible.

B. Review Draft Airport Rules and Regulations

Mr. Noble summarized the changes proposed and opportunities for public input during the review process. The intent of the new rules/regulations is to restrict or prevent any activity or action that would interfere with the safe, orderly, and efficient use of the Airport by its operators, tenants, passengers, and users. He invited public feedback on the draft Rules and Regulations and requested that comments after this meeting be e-mailed to nettice.honn@flyrdm.com by 5 p.m., May 9, 2014.

Audience members expressed concern about who has access to Airport facilities and the need for rules/regulations to be manageable, enforceable, and reasonable.

VI. OTHER TOPICS (None)

VII. COMMISSIONER COMMENTS (None)

VIII. ADJOURN

The next meeting is scheduled for Thursday, June 12, 2014, 5:30 p.m.

There being no further business, Mr. Noble adjourned the meeting at 6:30 p.m.

APPROVED by the Airport Commission and SIGNED by the Chair this 12 day of June , 2014.



Mike Newell, Chair