

4S2 Airport Advisory Committee  
16 Nov. 2023  
4:00 PM-5:30 PM  
Port Conference Room

## MINUTES

**PRESENT:** See Role Call Sheet

### CALL TO ORDER/OPENING REMARKS

- The meeting was called to order at 4:00 PM by Dave Koebel. Dave made the formal introduction of the newest AAC members, Doug Knight and Tad McGeer.

### APPROVAL OF THE MINUTES FROM LAST MONTH

- Minutes from August were approved with the following correction; Margo made the suggestion to contact the Sheriff for work party support at the wetland, not Commissioner Gehring.

### ADDITIONS TO THE AGENDA

- No additions or modifications to the agenda.

### APPROVAL OF THE AGENDA

- Agenda was approved.

### BUSINESS ARISING OUT OF THE PREVIOUS MEETING

- None

### ITEMS DISCUSSED

- *New Fuel Tank:* New North Apron fuel tank is up and operational. No problems have been noted. There has been vehicle skid training conducted in the area around the fuel tanks for the past few days. The Port is currently working on completing the SPCC (Spill Prevention, Control and Countermeasure) plan which must be submitted for approval upon completion. Commissioner Bieker brought up concern regarding the skid training in that it is not bringing in any revenue to the Port for use of the spaces. He also requested that, in the future, a NOTAM be put out so pilots are aware of the activity. The FBO addressed the training and its effect on the North tank on AWOS but did not create an additional NOTAM to notify pilots. The South tank still has fuel and is able to supply pilots needing fuel until the skid training is complete and the North tank is accessible. Greg mentioned that the scheduling of the skid training was negotiated by individuals above his authority. Greg noted that the training is provided for local emergency responders.
- *Wetlands:* New plantings have been put in the wetlands. This project will now switch to ongoing maintenance and landscaping to ensure the success of the newly planted native species.
- *CIP:* Greg gave an overview of the CIP program and summarized how it related to the airport. FAA funding for CIP projects has been diminishing due to larger FAA priorities. As such, the money anticipated for CIP projects may not be available. The Port Commissioners were briefed on the possibility of having lower CIP funds during their Fall planning session. The Port Staff said that the worst case scenario of pressing forward with planned CIP projects would be a shortage of \$750,000. The Commissioners agreed to press forward as previously planned for CIP projects.

2024: 2 sources of funding will be used to address the design phase of the South Apron. BIL funding will be used for T hangar design and Entitlement Funding will be used for Apron design.

2025: Construction efforts will begin for what was designed in 2024. Expecting 10 new T hangars on the South Apron.

- *North Apron:* A proposal for the development of the North Apron has been submitted by Andreas and Claudia vonFlotow. The next step will be creation of a Memorandum of Understanding between the developers and the Port of Hood River. After the MOU has been completed, site plans can be developed.

Dave asked if any development plans are public yet. Greg informed the AAC that the matter is still in Executive Session so no public plans are available yet.

- *Maintenance Hangar Windssock:* The windssock has been re-installed on the maintenance hangar at the South Apron.
- Discussion Topics:  
*Member Introduction:* Commissioner Bieker asked if the AAC could do a round table introduction of all members.

*Hoby Hangar.* The FBO has been in discussions with Port staff regarding using the Hobo Hangar as a community hangar. Greg asked the AAC members if they thought this was a good use of the building or if it could be better used. Originally, the hangar was intended to be leased to a commercial entity but that fell through. Margo asked what the potential income would be. The current idea would be for the Port to lease the hangar to the FBO and the FBO would manage the hangar and any tenants. Andreas suggested that the best option for cash flow would be to invest into the hangar and make it more appealing to a commercial entity. A ballpark number of \$150,000 of initial investment was suggested. Matt emphasized the importance of using the space in the short term to generate income while a larger commercial group is searched for. Andreas made the motion to recommend what Matt stated to the Commissioners and Doug seconded. Dave called for a vote and the AAC was unanimously in favor.

*Weather Monitoring.* There has been a problem with AWOS having long delays between updates and periods of large outages. Commissioner Bieker looked into this and found out that the issue is not due to our equipment but more so the various steps from transmission to reception. Commissioner Bieker reached out to the FAA weather rep and he said that our service provider is one of the best in the area. At this time there appears to be nothing that can be done to improve this. Andreas noted that Hood Tech Aero (Yellow hangar on South) maintains a weather underground system that seems to be more accurate than AWOS. Discussion was given regarding the movement of the AWOS station to allow a better area for the anemometer. A brief history of the AWOS relocation effort was given. The port is seeking a grant to conduct a sighting survey that would determine where the AWOS location should be. If this is a viable location, the Port as the owner of the system can pay to change one component of the system. This component would be the anemometer and would allow accurate wind readings without moving the entire AWOS system.

*Independent A&P's.* The Port has been notified that there are currently a couple of A&P's (mechanics) working on the airfield that are not affiliated with the FBO. Commissioner Bieker brought this up as it speaks to the topic of Airport Minimum Standards, a document that he wants the AAC to review. Commissioner Bieker wants to open an ongoing discussion regarding the minimum standards. He would like to know if they should stay how they are written, if more should be added, and if they should be more or less restrictive. Currently, the minimum standards do not charge an independent A&P to operate on the field. The concerns include insurance and ability to show certifications. Dave asked if there is enough time in the meeting to review the minimum standards and continue the discussion. The decision was made to have AAC members read through the minimum standards and be prepared to discuss at the next meeting.

*Mission and Vision Statement.* Greg provided a list of mission and vision statements from a 2007 working session. Commissioner Bieker opened the discussion by suggesting the following:  
Mission Statement- 4S2 is a destination, general aviation airport, serving the community and airport users.  
Vision- 4S2 will stand out as an exemplary airport for safety, economic development, recreation, and the environment. Doug acknowledged that we are an airport but that we need to provide an ethos to the mission statement. His suggestion would be to state the vision and refer to the mission statement, in that order. Matt mentioned that he would like to get through a mission statement and vision so that the AAC can focus on specifics. Matt suggested that the group come up with examples of shorter statements and bring them to the next meeting. Doug emphasized the importance of having a mission statement and vision.

- FBO: Flight operations have been decreasing due mostly to weather (cold and rain). As such, fuel sales have been down. October fuel sales showed 3342 gallons and November sales to date are at the same rate. The North tank is operational.
- Glider Club: Ty briefed the current status of Hood River Soaring. Operations will continue throughout the winter. Currently there is one tow plane operational and the other tow plane is in annual and will be getting a new muffler installed. Ty mentioned that the club would like to remove the camper at the end of the runway in the glider area and replace it with a different pre-built structure. Ty reported that there are currently 12-14 active kids in the youth glider program. The club is exploring operating on Runway 7 when the winds favor that. Andreas mentioned a distracting bright red light in the vicinity of the glider area suggesting that a light has been left on. Andreas also asked if there had ever been any discussion within the club about using a winch to conduct operations. Ty noted that a winch could only conduct pattern tows and that is only about <50% of their total operations.
- WAAAM: Operations reported as normal for this time of year.
- New Business/Public Comment:  
Commissioner Bieker mentioned that he and Executive Director Greenwood made a trip to WAAAM to talk about growing and improving relationships between the Port of Hood River and WAAAM. Commissioner Bieker also thanked the FBO for offering a local fuel discount.

Margo reminded everyone present to fill out the sign in sheet.

Chris wanted the AAC to really consider if they want an increase in tourism to be part of the mission and vision. Chris wanted to make sure that the AAC knew what that really means and looks like. She asked if we really want to increase tourism.

#### **ACTION ITEMS**

- None specified

#### **ADJOURNMENT**

- Meeting adjourned at 5:45PM.

#### **NEXT MEETING DATE**

- Next meeting is set for 18 January 2024, location Port Conference Room. Agenda will be sent out prior to the next meeting and will detail the specific time.