

4S2 Airport Advisory Committee
16 May 2024
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 4:02 PM by Dave Koebel.
- Kevin introduced Jeff Renard to the AAC. Jeff will be contracted for the next 6 months to assist the Port in airport management. Jeff is the current airport manager at KDLS. Dave asked when this contract would take place so local pilots would know who to contact with issues. Kevin said that the Port would put out an email to let all tenants know.

APPROVAL OF THE MINUTES FROM LAST MONTH

- Tor noted one correction needed for the last minutes. Under the New Business section, the correct name of the engineering company is Century West, Not PAE. Motion to approve the minutes from with the above corrections noted was made by Dave and seconded by Margo.

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

- *Port Budget Overview:* Kevin began this discussion by handing out an 11X17 page showing the overall port budget. This is all part of the new accounting system and financial software that has been implemented within the Port. The intent is for the Port to be able to produce accurate and timely profit and loss information on demand. Kevin summarized a cost center analysis covering FYTD. Kevin provided multiple handouts to accompany this discussion which are attached to these minutes. After discussing the cost center analysis, Kevin switched to a sheet which showed the detailed airport budget.

On the Expense side of the budget, Tor clarified that the capital outlay of \$286,800 was primarily the South T Hangars.

Tad asked how 4S2 compares to other port and state owned airports. Boardman was discussed as a port owned airport that has no means of generating income and has less expense and operates in the black. Tor mentioned that this is because the port, in general, has a large amount of income due to port operations. Tor mentioned that state airports are funded by ODOT and that they are able to tap in to taxes.

- *Hangar Fees:* Kevin brought up T-Hangar rates and a proposed rate increase of 10%. Last year there was a 0% increase so this increase can really be seen as a 5% increase over a 2 year period. Tor has proposed that the airport has a uniform fee increase schedule so that tenants would not be surprised. Tor believes that there has been traction gained in support of this idea. Matt warned that there would be pushback from tenants and believes that the lack of planning years ago (i.e. not building more hangars) has made it so that the only real way to generate income is through hangar leases. He does not think it seems fair that the tenants have to shoulder all of the burden. Matt asked what can be done proactively to vent about rate increases. Tor suggested writing letters to the commissioners.

- Project Updates:

North Apron. Josh Combs has taken the lead on the development plan. Kevin reported that developers are getting close to an agreement with Terry Brandt on the easement issue. Continued negotiations are being conducted with Josh on a land lease agreement. A plan should be delivered in June. Access to any public administrative building or north apron hangars would currently have to pass through an easement. Rules have changed regarding the fence agreements and easements. The FAA would rather deal with this subject in terms of licenses instead of easements. These access licenses could be a source of income for the airport.

If access is not granted through easement, access will have to be through Jeanette Road. Margo brought up that her neighbor was promised parking on Jeanette road. This parking would not be possible if Jeanette Rd was the access route. No AAC member had any recollection of any promise being made.

Dave mentioned that he could not see why access could not be on the North side of the North Apron right next to Jeanette. There was quite a bit of discussion about this and the idea looks possible on the map. Tor wanted to go back to this topic in the future and discuss further.

- Discussion Topics:

Minimum Standards. This topic was brought up to see if any members had additional thoughts on the current minimum standards. Dave questioned where the minimum standards came from. Tor mentioned that minimum standards are in place to protect the sponsor at a federally funded airport if followed. Minimum standards ensure safety, protect users from rogue operators, and ensure an efficient and adequate level of service. Tor recommended the formation of a small committee to review and make change proposals regarding the minimum standards. Dave, Andreas, and Tad volunteered to be part of this committee. Andreas made the motion to create the minimum standards committee, Margo seconded the motion.

Stopway Extension. PAE recommended that we create a stop way extension at the area West of RWY7. A stopway would open the airport up to more twin engine operations. No space needs to be created for the stopway as this space exists as a displaced threshold. What would need to happen is 2 lights moved and a series of chevrons would need to be painted. Tor asked the group if we thought it was worth pursuing. The cost of moving the lights and painting would need to be figured out. Andreas made a motion to figure out how much the effort cost for the stopway. Matt seconded the motion.

FBO. April sold 2200 Ga of fuel. May to date sold 2000 Ga. Currently have 3186 Ga in the self serve tank and 1000 Ga in the truck. Planning to order a split load between KDLS and 4S2 soon. Gas is .30/ Ga down in price which should give some relief to the customers.

WAAAM. No representative present.

HR Soaring. No representative present. Tor talked about how busy the soaring club has been. Prices are rising to be on par with other clubs. The club is poised to be the largest youth club in the nation.

- New Business:

Andreas brought up a new plan to build hangars on the South side of the field on private land. The idea would be to call these accessory buildings as they are allowed on EFU land.

Tor talked with PAE and mentioned that new T hangars will have turf around the back to avoid any NIMPS problems with new paving. This topic was brought up in previous meetings. TAD brought up maintenance requirements with turf.

Tor brought up moving the wind sensor. He sent examples to Kevin showing reported wind vs. actual wind values and direction. We are currently at the point of modifying trees to see if we cannot get more

adequate readings. Margo recommended against topping the trees and would rather them be completely taken out.

- Public Comment: None

ACTION ITEMS

- None specified

ADJOURNMENT

- Meeting adjourned at 5:50

NEXT MEETING DATE

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