

COOS COUNTY AIRPORT DISTRICT
REGULAR BOARD MEETING
Thursday, May 23, 2024

Minutes of the regular monthly meeting of the Board of Commissioners of the Coos County Airport District (CCAD) held on Thursday, May 23, 2024 at 7:30 a.m., in the District Boardroom.

CALL TO ORDER: Chairman Bell called the meeting to order.

COMMISSIONERS PRESENT:

Jason Bell, Chairman
Joe Benetti, Vice-Chair (Zoom);
Brent Pahls, Commissioner;
Andrew Brainard, Commissioner.

ABSENT: Caddy McKeown, Chairman

COUNSEL PRESENT: Melissa Cribbins.

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

MEDIA AND GUESTS PRESENT: John Meynink, Coos County Resident; Ken Bonetti, Coos County Resident; Dan Salyers, PEG Broadcasting.

Section I. Consent Calendar:

Upon a motion by Commissioner Brainard (Second Commissioner Pahls), the Consent Calendar Items for May 2024 were unanimously approved.

Section II. Executive Director's Report:

The Executive Director addressed the Board regarding current operations and projects at the Airport.

It was noted that the Airport has enjoyed an increase in the number of passengers flying commercially compared to the same quarter in 2023, continuing the growth in enplanements seen last year.

Included in the recently approved budget for the next fiscal year were funds dedicated to invasive species abatement. The executive director met with Coos Watershed and the City of North Bend to discuss additional funding options to support this ongoing project.

The executive director provided background information for Actions Requests that would be presented later in the meeting. Included among these was approving a new auditor of record. Umpqua Valley Financial LLC was found to have the capacity to take on the District as a client, and a proposal letter has been included in the May 2024 meeting packet.

Also included in the Action Requests is an amendment to the service agreement with Schindler Elevator. The District has found that it would be advantageous to transition to a month to month contract at this time.

Ongoing projects at the Airport include the reconstruction of the WWII era aircraft apron, and design and construction of the Runway Safety Area, the Cargo Facility, and the escalator breezeway. A purposed addition to these projects is the replacement of the bollard lighting in front of the terminal.

On May 30th at 7:30 a.m., a work session will be held with the District's aviation consultant to discuss strategies for evaluating and attracting new air service routes.

Section III. Action Items:

Upon a motion by Commissioner Brainard (Second Commissioner Pahls), Resolution 2024-05-01 amending CCAD Policy 5: Public Records was unanimously adopted.

Upon a motion by Commissioner Pahls (Second Commissioner Brainard), Resolution 2024-05-02 adjusting the health insurance cap was unanimously adopted.

Upon a motion by Commissioner Brainard (Second Commissioner Pahls) authorization was given to the Executive Director to sign a contract and letter of engagement with Umpqua Valley Financial LLC.

Upon a motion by Commissioner Pahls (Second Commissioner Brainard) authorization was given to the Executive Director to sign Amendment 2 of Schindler's contract to provide service and maintenance of CCAD owned escalators and elevators.

Upon a motion by Commissioner Brainard (Second Commissioner Pahls) the expenditure of \$21,025, with a 10% project contingency, for the bollard replacement project was approved.

Public Comments:

Mr. Meynink was happy to hear that the District has begun work on a plan to mitigate invasive species on airport property. He also expressed his appreciation for the monthly newsletter that the District publishes, and stated his interest in the topic of trees work addresses in the most recent copy. He requested that any report provided from an arborist regarding significant tree removal be provided to the public, and that the District would wait for public comment before taking action.

Mr. Bonetti too expressed appreciation for the work the District is putting into invasive species removal, and asked that future efforts be focused on the North bluff, where there are many mature plants growing. Additionally, he requested that the District also give attention to forest restoration in areas where underbrush removal took place in recent years.

Commissioner Comments:

Commissioner Brainard thanked staff and volunteers for their continued support of the Airport Park Project.

Commissioner Benetti shared a recent experience of someone who visited the community by way of the local airport, and who had glowing reviews from her interactions.

Meeting adjourned at 7:50 a.m.