

COOS COUNTY AIRPORT DISTRICT
REGULAR BOARD MEETING
Thursday, July 25, 2024

Minutes of the regular monthly meeting of the Board of Commissioners of the Coos County Airport District (CCAD) held on Thursday, July 25, 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;
Caddy McKeown, Commissioner;
Andrew Brainard, Commissioner.

ABSENT: Brent Pahls, Commissioner

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, Coos County Resident; Marie Simonds, Bandon Dunes

Section I. Consent Calendar:

Upon a motion by Vice-Chair Benetti (Second Commissioner Brainard), the Consent Calendar Items for July 2024 were unanimously approved.

Section II. Executive Director's Report:

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

Director Craddock highlighted that while 2023 was the best year for passenger enplanements in several years, 2024 is looking even better – seeing a 14% increase compared to the first 6 months of last year.

The Director next provided updates for ongoing projects throughout the District, including Phase 1 of the Aircraft Apron Reconstruction which is set to begin in a few weeks. The Board will be presented with Resolutions later in the meeting to accept grant funding for this project.

The FAA has decided to move forward with the relocation of the glide slope. Staff will be working with the FAA and the Ardurra to schedule this project, along with the expansion of the runway safety area and production of an updated Master Plan.

The Cargo Facility is at 60% design, and it is anticipated that the design will be completed and that bidding can begin later this year, and that construction can begin early in 2025.

The Tarmac Breezeway project should also see construction begin early in 2025. Staff is looking into a possible grant opportunity to offset costs on this project.

The District was not awarded the RAISE grant for the project to reconfigure the parking lot and add sidewalks. The district had budgeted match funds for the project this fiscal year. The budgeted funds are sufficient to cover the portion of the project that would add a shuttle bus staging area, so the District will move forward with that portion of the project in the coming months.

The Director also advised that repairs are scheduled for the parking area near the Virginia Center West complex. Additionally, staff have implemented suggestions from the previous board meeting, adding pet waste stations in the park and adding paint to the basketball court at the park.

Section III. Action Items:

Upon a motion by Commissioner Brainard (Second Commissioner McKeown), Resolution 2024-07-01 accepting grant funding for AIP 3-41-0041-56-2024 in the amount of \$673,492 was unanimously adopted.

Upon a motion by Commissioner McKeown (Second Vice-Chair Benetti), Resolution 2024-07-02 accepting grant funding for AIP 3-41-0041-57-2024 in the amount of \$1,011,633 was unanimously approved.

Upon a motion by Commissioner McKeown (Second Vice-Chair Benetti), Resolution 2024-07-03 amending CCAD Policy 8: Safety & Loss Prevention was unanimously approved.

Upon a motion by Commissioner Brainard (Second Vice Chair Benetti) approval was given to execute an agreement with Clean Rivers, Inc. to provide Landscaping Maintenance Services for the airport terminal and DHS campus in the amount of \$55,150.

Public Comments:

Mr. Meynink commented that he appreciated the ability to view the entire meeting packet online, but that he also missed the old meeting format, specifically the staff reports.

Commissioner Comments:

Commissioner McKeown noted that it was refreshing to see the continued increase in the number of passengers using the airport.

Vice-chair Benetti expressed that he was hopeful that enplanements would raise to an even higher level after the upcoming meeting our aviation consultant has scheduled in Green Bay to entice additional air carriers to operate at OTH.

Commissioner Brainard thanked staff for their efforts to improve the park, as well as for the recent Business After Hours event hosted in the airport terminal.

Meeting adjourned to Executive Session at 7:56 a.m.

No additional action was taken after the Executive Session