

DATE: 11/1/2023
TIME: 3:29 – 4:49 p.m.
RE: Planning and Development Subcommittee Meeting (PDSC)
ATTENDEES: Tom Fleming, Diane Jones, Scott Schorling, Rick Turley, Josh Birks, Aaron Ehle, Dave Ruppel, Kate Morgan, Cameron Singh

Begin Meeting Record 11/1/2023

Dave Ruppel, Interim Airport Director, provided an update on the RFP for the C Hangar repairs. The City received one proposal Iron Fly which is currently under review with the City’s engineering team. Civil Innovation will be providing contract administration and coordination for the project. The anticipated start date for work would be January of 2024 with work expected to be completed in two or three months. Staff will coordinate a meeting with the tenants and service providers once they are under contract.

The Pilot’s Association nominated Rick Turley to act as their representative on the PDSC so his appointment will be determined by the Airport Commission at a future meeting.

Agenda Item #1: Meeting Minutes from September 27, 2023

- All present Board Members voted unanimously to approve the minutes as presented.

Agenda Item #2: Strategic Plan Review & Regroup

- Members of the PDSC and Staff reviewed the Strategic Action Plan and discussed prioritizing the following projects.
 - ATC tower: Tower funding from the FAA requires a specific process and cannot be changed or reallocated to other projects. Any traditional tower would require grants for the specific tower construction type and must go through a site study and environmental assessment, which takes approximately two years, before any design could begin. The remote tower certification would also take approximately two years, which is why these two paths can be taken concurrently before a final decision is made on which type of tower to proceed with.
 - New terminal: Staff resources are being used to keep this project on track and ensure that all grant requirements are being met.
 - Runway 15-33 widening
 - Commercial air service development: An RFP was created and one proposal has been selected for contract negotiations to hire a consultant. This agency would provide market research and facilitate negotiations for successful commercial service once the terminal project is completed.
 - Hangar redevelopment: This is important to the Airport’s general aviation tenants and ties into the Land Use Plan.

- Staffing: The Governance Study report will be reviewed by both City Councils. All available staff positions are now filled. Revenue from new leases may be able to help fund multiple projects and/or new positions for staff members.
- Board Member Jones suggested providing informal updates and information to both City Councils to help build understanding and support for these projects.

Agenda Item #5: Open Discussion

- Board Member Fleming recommended having future discussions to improve airport safety.

End Meeting Record