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City of Madras  
Airport-Industrial Site Committee  
General Aviation Building  
2028 NW Airport Way

July 20, 2017  
4 P.M.

## MINUTES

### I. CALL TO ORDER

Meeting was called to order at 4:00 p.m. by Chair Royce Embanks on July 20, 2017 at the General Aviation Building 2028 NW Airport Way

#### MEMBERS PRESENT

Gordon Nicholson  
Bill Randolph  
Rob Berg  
Ed Fuller  
Tom Brown  
Janet Brown  
Mike Folkestad  
Royce Embanks  
Mike Ahern

#### STAFF MEMBERS PRESENT

Jeff Hurd, Public Works Director  
Gus Burrell, City Administrator  
Michele Quinn, Public Works Administrative Assistant

### II. CONSENT AGENDA

- A. Approval of agenda
- B. Approval of minutes for the April 20, 2017 meeting

**A motion was made by Janet Brown; seconded by Bill Randolph to approve the April 20, 2017 minutes as amended and Consent agenda motion carried unanimously.**

### III. Visitor Comments

None

**IV. New Business**

**A. Airport-Industrial Site Committee August 17<sup>th</sup> Meeting**

Staff asked the Airport-Industrial Site Committee if they would like to meet on their regularly Scheduled August 17<sup>th</sup> meeting. With the preparations of the upcoming Solar Eclipse Event and the Airshow of the Cascades following does the Committee still want to try and meet?

The Committee discussed the upcoming meeting and the events and decided not to hold the regularly scheduled meeting in August.

**A motion was made by Mike Folkestad; seconded by Rob Berg to cancel the August 17, 2017 Airport-Industrial Site Meeting motion carried unanimously.**

**V. Project Updates**

**A. Solar Eclipse Event Update-Airport Activities**

Rob Berg informed the Committee that we have hired additional staff and will receive help from the City for the Solar Eclipse Event. We will have a control tower; they will be in place starting Friday, August 18<sup>th</sup> through Monday, August 21<sup>st</sup>. We currently have 300 airplanes booked and can only accommodate 400. We are working on getting our fuel tanks filled, so we are ready for the extra planes. There are 160 confirmed RV spots, 280 tent spots, and 737 day of parking sold. We have news stations from KPTV-12 and KGW News staying at the airport and Chanel 6 staying in a home. The shuttle that is being provided by the Jefferson County Tourism Group has included the airport on their route.

Royce Embanks asked about having the ARFF on site for emergencies.

Rob Berg added that we will have Life Flight stationed here at the airport.

There was a continued discussion about the hot air balloons coordinating with the control tower and the threat of drones being used on airport property.

**B. Grass Runway Establishment & Readiness for Operations Update**

Rob Berg told the Committee that the Grass Runway is complete and irrigation is installed. They have been irrigating and mowing. We had our first landing on the Grass Runway the other day and have had phone call from pilots wanting to land on the Grass Runway. Rob asked about getting the OPS Specs published on the website.

**C. Taxiway Rehabilitation Design and Grant Funding Update**

Gus Burrell told the Committee that Council has approved applying for funding through the FAA grant for design. ODA has approved the majority of the match, and we are trying to seek how we can leverage funding to relocate the heliport. FAA will most likely not fund that in our five year CIP but we still want them to bless the location and the conditions.

**D. Airshow Outlook**

Tom Brown informed the Committee that everything is looking good we are looking at bringing in a paramedic group.

Rob Berg added that there are several RV groups that want to stay over for the Airshow.

There was a discussion about the acts that will be flying during the Airshow and Air Museum.

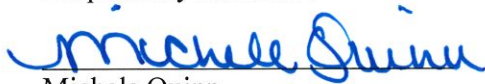
**VI. ADDITIONAL DISCUSSION.**

- Rob Berg told the Committee that the Madras Maiden has been touring the United States and will be out touring until November.
- Janet Brown told the Committee that house bill 2743 had a write up in the paper if you see John Huffman thank him we wouldn't have it without him.
- Janet Brown invited everyone to business after hours at the Elks Lodge.

**VII. ADJOURN**

Meeting Adjourned at 5:04

Respectfully Submitted



Michele Quinn  
Public Works Administrative Assistant