

**SCAPPOOSE INDUSTRIAL AIRPARK
ADVISORY COMMITTEE MEETING
MAY 23, 2011**

The regular meeting of the Scappoose Industrial Airpark Advisory Committee was held Monday, May 23, 2011 at 5:00 p.m. in the conference room of the Port of St. Helens office.

Advisory Committee

**Ted Dvorak
Chuck Flynn
Keith Forsythe
Mike Greisen
John Helm
Steve Hooper
Chris Iverson
Norm Jones
David Langford
Shirley Parsons**

Staff

**Craig Allison
Pat Trapp
Sydell Cotton**

Guest

Heather Aldred

Meeting Called to Order

The meeting of the Scappoose Industrial Airpark Advisory Committee was called to order by Chairman John Helm at 5:03 p.m.

Approval of Minutes

Keith Forsythe moved Chuck Flynn seconded a motion to approve the April 25, 2011 minutes as presented. Ted Dvorak abstained from voting. Motion carried.

Old Business/Updates

a) Compass Rose Project

Craig reported this item is work in progress he's still working on contacting the FAA.

b) Obstruction Removal Project

Craig reported the next step is a survey rolling into an appraisal of the property and the trees. He said the surveyor should be out in the next couple of weeks. WHPacific and the negotiator are trying real hard to get everyone together to meet as group. The first step is to get an update on the trees to find out exactly which trees will need to be removed.

c) West Side Fence and Parking Lot

Craig reported the FAA has given their blessing to move forward with the fencing and parking lot project. He said it will include a gate and keypad. A surveyor will be out sometime soon to begin the process, work should begin this summer. Craig also stated he does not have to go out for bid on this project since it is a change order to a previous grant.

d) Wings and Wheels Summer Event

Craig reported he's been in touch with the FAA regarding the Wings and Wheels event just to touch base on any concerns they may have. They sent him a list of the items they would need to know to know about. Craig has since responded to them addressing their concerns. He said as long as security has been taken care of and the airport remains open he said everything should be fine.

Craig introduced Heather Aldred the person in charge of the Wheels and Wings event. Heather began by saying a media release has gone out with information about the event. She gave the Advisory Committee an update of what they have accomplished, what still needs to be accomplished and asked for their help volunteering as security during the event. She said their main concern is crowd control and maintaining runway safety.

**SIA Advisory Committee Meeting
May 23, 2011**

e) New Hangar Leases

Craig handed out an updated version of the new hangar lease. He said he would like the Advisory Committee to consider making a recommendation to the Commission based on the updated version. The Advisory Committee had additional question they felt they needed to discuss and go over as a group. Consensus was reached by the Advisory Committee for Craig to take the groups concerns with regards to the insurance and the hold harmless language and research further all other areas of the lease agreement have been approves by consensus.

f) Combined Airport Marketing Effort

Craig announced Glen Gordon and others are working on a marketing video to be filmed at the Scappoose Airport.

New Business

Craig announced hangar and tie down rate increases will go to Commission for approval at their next meeting. Craig asked the Committee if they had any concerns. Consensus of the group is to move forward with staff's recommendation for approval

Next Meeting: June 27, 2011

As there was no other business the meeting adjourned at 6:37 p.m.

June 27, 2011

Date Approved



Secretary Signature