



AIRPORT ADVISORY COMMITTEE

MINUTES for November 19, 2013 Meeting

Attending: AAC Committee Members John Benton, Scott Gifford, Dayle Harris, Judy Newman, Scott Perry, Hoby Streich, Jeremy Young.

Port Staff: Michael McElwee

1. Approved Minutes of AAC Meeting September 20.
2. Staff Transition: McElwee stated that Steve Burdick has fully retired. A hiring process was underway for a replacement. It had not been determined whether the new employee or if Port Finance Manager Fred Kowell would act as staff to the AAC. Kowell is a pilot.
3. Runway Shift Project: McElwee stated that the project is complete. Committee members were not pleased that flush-mounted lights had not been installed at key locations. McElwee understood that flush lights had not been used due to direction from the FAA. McElwee to contact Mat McCrostie to determine the background and possible next steps.
4. Airport Engineer RFP: The Port will be required to issue an RFP for an engineering firm to serve on 4S2 projects. The current 6-year contract with Century West has expired. Since the Airport Master Plan and ALP will need to be updated and this is tentatively scheduled for 2014 Port staff will prepare a draft Request-for-Proposals (RFP) and review with the AAC at the first meeting in 2014. The AAC will help review submitted proposals and assist in selection.
5. Glider Issues: McElwee reviewed the Port decision not to terminate the Concession Agreement (CA) with NW Sky Sports due to numerous alleged violations. McElwee will review the operations of this business in 2014 and make a recommendation to the Commission as to whether to renew. The AAC strongly believed that the operator should not be allowed to continue to operate. The AAC emphasized the need for the Port to be proactive and plan for aggressive enforcement operations in 2014.
6. Maintenance: The Committee discussed the following issues:
 - a. Grass Runway needs to be rolled and dragged. Judy offered to do this and other grass runway maintenance for the Port.
 - b. N. Side Port-Pottie needs signage, a trash can and better maintenance.
7. Other: Judy reviewed the growth and success of the WAAAM. The museum had a total of 35,000 visitors in 2013 and will host a conference of airport museums in 2014.