

Cascade Airport Advisory Committee Meeting Minutes

Date: 11 October 2018

Time: 7:03PM

Location: Cascade Airport FBO

Present: Rob Terry, Wes Smith, Ryan Campbell, Tobie Olson, Mike Arnold, Kevin Bissell (of T-O Engineers)

1. Motion to approve 6 Sept 2018 AAC meeting minutes made by Wes and seconded by Tobie. All in favor.
2. Kevin Bissell (T-O Engineers) reported that the survey, geotechnical, and wetland inventory work for the new apron was completed and a report is being written. They found that part of the area was a low quality wetland. Given the low quality, we should be able to get a 404 permit that would allow developing the land and expanding the apron to the larger proposed size. Once the report is completed, Kevin, a city representative (e.g. Rob or Ray), and FAA will schedule an apron pre-design meeting and they can get a feel for FAA's feeling on the larger size design. Kevin thinks the FAA would likely rather us do the larger apron now rather than possibly expanding it later. In the case that we end up building the smaller apron size, the apron design will still include a grade design for the whole area so that potential hanger builders would know the grade to which to build. As far as timeline goes, Kevin said we'll likely seek construction bids next Spring, and then seek FAA grant money that summer.
3. Kevin is drafting the letter form to apply for the supplemental discretionary grant (100% FAA paid grant for economically-isolated areas), which is due Oct 31. He will have a call with FAA prior to submitting the letter and will ask whether the wind sock could be included with the apron project. He did not recommend including an AWOS/ASOS in this proposal.
4. It was noted that the FAA project manager assigned to the apron project has changed to Roxanne Trotta.
5. We discussed the tie down fee box. Heather is waiting to receive fee envelopes. Fee collection boxes available are expensive, so it was proposed that we would build one similar to the County's at the Cabarton Boat Ramp (pipe with a slot and a hinged, locked door at bottom). Mike's schedule is busy during this Fall, but he will start working on this as his schedule permits.
6. The following items were mentioned as topics for future meetings:
 - a. Establishing minimum standards for new hanger construction (e.g., sewer/water hookup, exterior color, construction materials, etc.)
 - b. Review the language in hanger lease agreements, with particular attention to terms for lease renewal.
 - c. Review city-approved budget for the airport.
7. Motion to adjourn meeting made by Rob at 7:35 PM, seconded by Ryan. All in favor.