

**Creswell Airport Commission Minutes**  
**City of Creswell**  
**January 16, 2001**

**Commission Members Present**

Steve Wolf	Chairperson
Francis St. Clair	City Planning Commission Representative
Keith Morgan	Citizen at Large
Shelley Humble	City of Creswell Airport Manager
Linda James	City of Creswell Administrator

**Commission Members Absent**

Jeri-anne Cohen	City Council Representative
Dorothy Schick	Airport User

Press – 0  
Audience – 1

Steve Wolf called the meeting to order at 7:33 p.m.. Francis St. Clair moved, and Keith Morgan seconded to approve the minutes of the October 17, 2000 meeting as submitted. Voted on and unanimously carried.

**I. OLD BUSINESS**

**A. Airport Rules and Regulations**

1. Met with Skydivers regarding their safety plans. These will be included into Airport Rules and Regulations.
2. Will incorporate AOPA Noise Policy into rules.

Group Discussion – still some concern over safety practices of Skydivers, will be re-reviewed at next work session. Next work session to be held on February 13, 2001 at TakeWING, Inc..

**B. ALP**

Shelley is working with David Miller and Joe Roshak, both of Century West Engineering Corporation to update ALP.

**C. Pumpkin Drop**

Pumpkin drop/pot luck was attended by airport patrons and city of Creswell citizens. Fun was had by all. A total of \$162.00 was donated by all. The money was donated to Creswell Senior Meals on Wheels and Creswell Food Bank.

**II. NEW BUSINESS**

**A. Operations Report – Shelley Humble**

1. An RFP was sent out for Fuel Supplier at the airport. There are three suppliers in our area; Texaco (current supplier), Chevron and AV Fuel. Chevron was the only company to turn in a proposal in the allotted time. Proposal was accepted by City Council.
2. New Airport Policies submitted and accepted by the City Council:
  - a. Fuel and Oil Pricing
  - b. Fuel Discount Policy
  - c. Pre-payment Discount Policy
3. Steve Wolf and John Ward are reviewing current “In Lieu of Tax” figures. They will present findings/recommendations to Airport Commission at a later date. Thank you Steve and John.

**B. Issues of Concern**

Still some concerns over skydiving operations at field. Steve and Liz found FAA, Oregon and USPA guidelines on the internet (copies made for commission). We will review these guidelines at next work session to ensure that we are following necessary guidelines.

**C. Other**

1. Airport user, Mr. Dave Heisley, has requested through the fence access to the airport. Linda, Shelley and Kelly to look over Jerry Norcia's agreement to see how to proceed and notify Mr. Heisley.
2. Mr. Heisley expressed his concern regarding the left hand traffic pattern. He feels that it is unsafe to have traffic pattern above the city. Airport commission to review.
3. Mr. Heisley expressed concern by the EAA members regarding lack of parking available now due to new hangar just north of their building. Shelley will speak with Mike O'Connell.

**D. Schedule of Next Meeting(s)**

- Next Work session is scheduled for Tuesday, February 13, 2001 at 7:00 p.m.
- Next Airport Commission meeting is scheduled for Tuesday, March 20, 2001 at 7:00 p.m.

**E. Adjournment**

There being no further business to come before the Commission, Steve Wolf adjourned the meeting.

Respectfully Submitted,

Shelley Humble  
Creswell Airport Manager