

**MISSION STATEMENT: TO CREATE A HEALTHY, SAFE, DIVERSE, AND PROSPEROUS CITY
BY ENGAGING COMMUNITY MEMBERS TO DEVELOP AN ENRICHED QUALITY OF LIFE.**



**AIRPORT COMMITTEE MEETING AGENDA
CITY OF ONTARIO OREGON
MONDAY, JULY 1, 2024, 6:00 PM, MT
[Zoom Link](#)**

Pursuant to the Public Meetings Laws and Rules within the Oregon Revised Statutes, the Airport Committee has the authority, ability, and standing to take action on any items on the Agenda, or add items to the Agenda, during a meeting, as long as all public meeting notice requirements have been met.

1) CALL TO ORDER

Roll Call: Bill Hager _____ John Freeburg _____ Gary Taylor _____ Shawn Coleman _____
Michael Franks _____ Vice-Chair Rick Todd _____ Chairman Dan Beaubien _____
Alternate: Jim Beaumont

Council Liaison _____ City Manager _____ Airport Manager _____ FBO _____

2) PLEDGE OF ALLEGIANCE

This Agenda was posted on July 1, 2024. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website at www.ontariooregon.org.

3) MOTION TO ADOPT THE AGENDA

4) MOTION TO ADOPT MINUTES

A) June 3, 2024: Airport Committee Meeting

5) PUBLIC COMMENT Citizens may address the Airport Committee; however, the Committee may not be able to provide an immediate answer or response. Out of respect to the Committee and others in attendance, please limit your comment to three (3) minutes. Please state your name and city of residence for the record.

6) NEW BUSINESS

A) Airport Alternative Parking Areas

7) HAND-OUTS/DISCUSSION ITEMS

A) Grass Strip

B) Airport District

8) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

9) ADJOURN



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Airport Committee Meeting Minutes

June 3, 2024

The committee meeting was called to order by Chairman Dan Beaubien at 6:00 pm.

Call to order: Rick Todd-present, Bill Hagar-present, John Freeburg-present, Gary Taylor-unexcused, Shawn Coleman-present, Mike Franks-present, Chairman Dan Beaubien-present, Alternate Jim Beaumont-not in attendance.

Ex Officio members: Airport committee liaison, City Manager, Airport manager- present. FBO not present.

Pledge of Allegiance: Led by chairman Dan Beaubien.

Approval of the agenda: John Freeburg moved and Shawn Coleman seconded to adopt the agenda as amended. Roll call vote: Rick-yes, Bill-yes, John-yes, Gary-out, Shawn-yes, Mike-yes, Dan-yes. Motion carried 6/0/1.

Approval of the minutes: Mike Franks moved and John Freeburg seconded to adopt the airport committee minutes from 5/6/2024 as amended. Roll call vote: Rick-yes, Bill-yes, John-yes, Gary-out, Shawn-yes, Mike-yes, Dan-yes. Motion carried 6/0/1.

Public comment: Pete Morgan showed the committee pictures of the plane crash and the damage to the runway after the fire.

Presentations: None

Old Business: A) Noncommercial hangar lease agreement- John F. had concerns about 1.2 extension options. Dan B. asked about the length of the lease as is stated in 1.1. Dan C. stated that the airport manager will send out notices to hangar owners prior to the four-month deadline to request renewal. 1.7 regarding parking was discussed at length. In the current verbiage it states that no parking is allowed for any length of time for any reason. Dan B. said that perhaps that could be looked at more closely and possible be rewritten. Dan B. also pointed out the clauses within the proposed noncommercial hangar lease such as occupancy, FBO ancillary, DOT, 100% insurance replacement coverage on all personal items in the hangar as well as other items that may belong in commercial, FBO or other business leases but not in private hangar owner leases. Rick said that he would like the committee to look at his noncommercial hangar lease approved by the city since it is the current lease in use. Dan C. said that he would get a copy of the newest hangar lease like the one that Rick signed for us to review. The committee decided that more time was needed to give proper attention to the lease before recommending it to the city for



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adoption. A work session was proposed with the date and time set after the meeting. Since there are six leases needing a renewal by the end of June it was asked if an extension could be offered by the city. Dan C. said that would be a good idea. *Rick Todd moved to recommend the city grant and 360 day extension to those whose hangar lease expires this month and that we set up a work session to work on finetuning the noncommercial hangar lease agreement. John Freeburg seconded.* Roll call vote: Rick-yes, Bill-yes, John-yes, Gary-out, Shawn-yes, Mike-yes, Dan-yes. Motion carried 6/0/1.

B) Ontario municipal airport authority standard manual of airport rules and regulations- Dan C. provided the manual with the changes he made after the last airport committee meeting. Dan C. checked with the city's insurance company regarding hot fueling but did not get a replay as of yet. Changes made included changing E1 to D3 and adding the words "published NOTAM's". In section 7.2 added for part 135 operators with FAA approved General Operations Manual (GOM) specifying procedures. *With these additions Shawn Coleman read the proposed motion. I move the airport committee to recommend approval to the airport authority (Ontario City Council and City Manager) the updated Ontario Municipal Airport Authority Standard Manual of Airport Rules and Regulations as Amended. Mike seconded.* Roll call vote: Rick-yes, Bill-yes, John-yes, Gary-out, Shawn-yes, Mike-yes, Dan-yes. Motion carried 6/0/1.

C) Helicopter procedures and publications- Toby Epler from JUB engineering firm explained the concerns regarding painting designated helicopter parking with the letter H on the field. After discussion it was decided that the best course action would be to recommend helicopters park in the jet apron area and that the airport manager see that it is published in the Airport Facility Directory (AFD) as well as a premiant NOTAM (notice to airmen).

New Business: None

Handouts/Discussion items: A) Argus Observer – Airport closure. Dan B. started the conversation of the damaging affects of headlines no matter what the intentions may have been originally. With multi-million-dollar investments coming to the Ontario airport we don't need airport closure headlines. He said that he has received calls from as far away as eastern Idaho and that the headlines have caught the attention of AOPA (Aircraft Owners and Pilot's Association) at the national level. Discussion continued from John K., Dan C., Susan Mills and other committee members.

Correspondence, Comments and Ex-Officio reports: John K. commended Pete, Andy and John F. for their handling of the plane crash aftermath. Andy commended the police chiefs and fire chief for their efforts as well. Dan B. thanked everyone for their decorum during the meeting discussions and appreciated the solution-oriented members in attendance.



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Toby said that the 7-million-dollar investment in the BLM base is on track and hopefully will begin construction in 2025. He also stated that the Jet Apron expansion funding is coming in and that project should begin construction this September and conclude in October of this year.

Brian Rindlisbacher said that the SEAT (Single Engine Air Tanker) plane is scheduled to arrive on June 12th.

Bill Hagar moved to adjourn and John Freeburg seconded. Roll call vote: Rick-yes, Bill-yes, John-yes, Gary-out, Shawn-yes, Mike-yes, Dan-yes. Motion carried 6/0/1.

The meeting was adjourned at 8:22 pm.

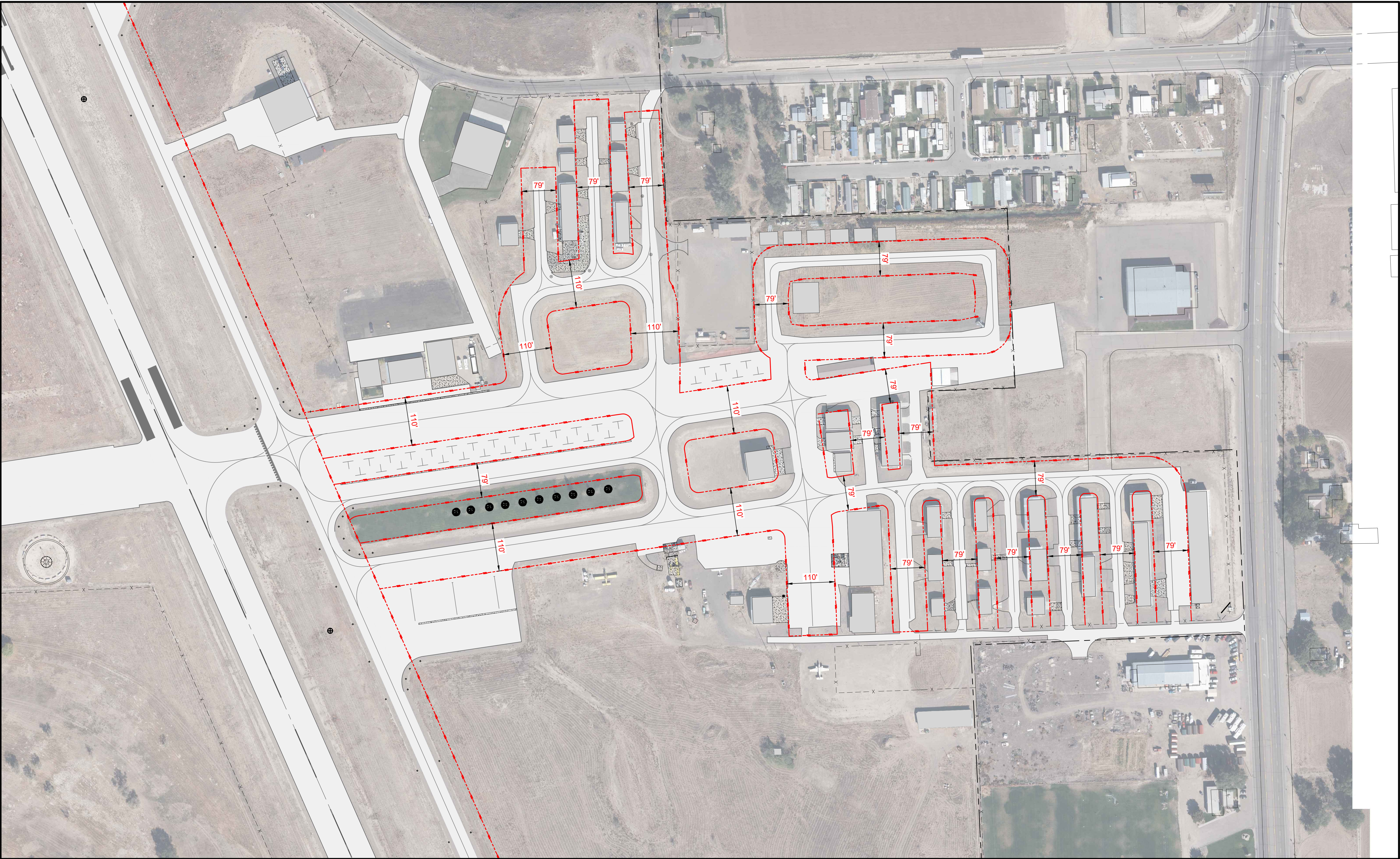
Next meeting: Monday July 1, 2024, at 6 pm at Ontario City Hall.

Dan Beaubien - Chairman

Mike Franks - Secretary



Plot Date: 6/26/2024 10:27 AM Plotted By: Shawn Dulin
Last Updated: 6/26/2024
Plot Date: 6/26/2024
File: OFA_MAP.DWG



ONTARIO MUNICIPAL AIRPORT
ONTARIO, OREGON
TAXILANE OBJECT FREE AREAS



J-U-B ENGINEERS, INC.

FAA OFA (Parking) Rules.

Dan,

The hangar taxilanes at the Airport are designed such that the taxilane object free area (TLOFA) encompasses the entire width from taxilane centerline to face of hangars on both sides. Per FAA Design AC 150/5300-13B, Section 4.5.4- Taxiway/Taxilane Object Free Areas shall be cleared of all objects. See section below:

3/31/2022

AC 150/5300-13B

- i. To be capable of supporting SRE vehicles, ARFF vehicles, and the occasional passage of the most demanding aircraft.
- ii. Such that the top elevation is within a range between flush with grade and a height of 1 inch (25 mm) above the immediate surrounding grade.

4.5.4 Taxiway/Taxilane Object Free Area (TOFA/TLOFA).

The TOFA/TLOFA is an area adjacent to the TSA that is clear of objects not fixed-by-function to provide vertical and horizontal wingtip clearance. Applying the taxiway/taxilane centerline to object separation values in [Table 4-1](#) to both sides of the centerline establishes the TOFA/TLOFA. See [Figure 4-6](#).

4.5.4.1 Standards.

[Table 4-1](#) specifies the standard dimensions for TOFAs and TLOFAs. A standard TOFA/TLOFA is:

1. Symmetrical about the taxiway and taxilane centerlines, as shown in [Figure 4-6](#) and [Figure 4-8](#).
2. Cleared of roads used by baggage carts, fuel trucks, and other service vehicles, parked aircraft, and other objects, except for objects that need to be located in the TOFA/TLOFA for air navigation or aircraft ground maneuvering purposes.
 - a. Vehicles may operate within the TOFA/TLOFA provided they give right of way to oncoming aircraft by either maintaining a safe distance ahead or behind the aircraft or by exiting the TOFA/TLOFA to let the aircraft pass.
 - b. Provide vehicular exiting areas along the outside of the TOFA/TLOFA, where required.

The FAA recommended vehicle parking is outside of the fence or parking their vehicle in the empty hangar after their airplane is removed.

Toby J. Epler, P.E. (ID, OR, & WA)