

**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, AUGUST 4, 2025, 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 _____ Vacant _____ Charlotte Hatch _____
Michael Franks _____ Vice-Chair Rick Todd _____ Chairman Shawn Coleman _____
Alternate: Jim Beaumont _____

Council Liaison _____ City Manager _____ Airport Manager _____ FBO _____

2) PLEDGE OF ALLEGIANCE

This Agenda was posted on August 1, 2025. 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) Airport Committee Minutes - July 7, 2025

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) HAND-OUTS/DISCUSSION ITEMS

A) Budget Status Report - Airport May 2025
B) Grass Strip Irrigation Schedule

7) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

A) Security Fencing Update

8) ADJOURN



"The Gateway to Adventure"

Ontario Municipal Airport
444 SW 4th Street | Ontario, OR 97914
P: (541) 709-7651 | F: (541) 889-7121
andy.wood@ontariooregon.org

Airport Committee Meeting Minutes

July 7, 2025

The committee meeting was called to order by Chairman Shawn Coleman at 6:04 pm.

- 1) **Roll Call:** Bill Hager-present (after 6:27), John Freeburg-present, Gary Taylor- excused, Charlotte Hatch-present, Michael Franks-present, Rick Todd-excused, Chairman Shawn Coleman-present, Alternate Jim Beaumont- absent.

Ex Officio members: Ken Hart (City Council)-absent, Dan Cummings (City Manager)- present.

Airport Manager: Andy Wood-present

FBO: Silverhawk: Absent

- 2) **PLEDGE OF ALLEGIANCE:** Led by Chairman.
- 3) **MOTION TO ADOPT THE AGENDA:** Charlotte Hatch requested an update on the Single Engine Airtanker (SEAT) Base at Ontario to be added under Hand-outs/Discussion Items. Andy Wood requested the addition of 6A – Hartmann Land Lease – 347 Charlie. *John Freeburg moved to adopt the agenda as amended. Mike Franks second.* Roll call vote: Bill-out, John-yes, Gary-out, Charlotte-yes, Mike-yes, Rick-out, Shawn-yes, and Jim-out. *Motion carried 4/0/4.*
- 4) **APPROVAL OF MINUTES:** *Mike Franks moved to approve the minutes from 6/2/2025. Charlotte Hatch second.* Roll call vote: Bill-out, John-yes, Gary-out, Charlotte-yes, Mike-yes, Rick-out, Shawn-yes, and Jim-out. *Motion carried 4/0/4.*
- 5) **PUBLIC COMMENT**
 - A) With the passing of Gary Taylor, Andy Wood claims Pete Morgan is planning on applying to the Committee. Jim Beaumont has agreed to take Gary's Committee position temporarily until there is an applicant, as Jim would prefer to remain the alternate. The Taylor family has set up the Gary Taylor Memorial Aviation Scholarship to support an aviation student at TVCC in care of the TVCC Foundation.
- 6) **NEW BUSINESS**
 - A) *Hartman Land Lease – 347 Charlie.* Andy Wood spoke to James Hartman, and he has decided to look at purchasing Hangar 347 Charlie from Bryan Bair instead of his original plan to purchase Hangar 143 Cessna. *Charlotte Hatch moved to approve moving forward with the purchase of Hangar 347 Charlie. John Freeburg second.*



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Roll call vote: Bill-out, John-yes, Gary-out, Charlotte-yes, Mike-yes, Rick-out, Shawn-yes, and Jim-out. *Motion carried 4/0/4.*

7) HAND-OUTS/DISCUSSION ITEMS

- A) *Budget Status – Airport April 25:* Andy Wood presented that the airport is on budget for April 2025. Dan Cummings shared that the airport will have 5 new cameras installed soon. All airport gates will have cameras as well. Dan mentioned that the FBO is looking into securing the area between the FBO and hangars.
- B) *SEAT Base Status:* Dan Cummings and Andy Wood updated the Committee on the current Single Engine Airtanker (SEAT) Base in Ontario. Aerial Timber has moved to Burns and Klamath Falls due to local fire needs. G.B. Aerial Applicators and Western Pilot Services are now based in Ontario. Dan and Andy are working on a Memorandum of Understanding to allow fuel tankers on the field during fire season with the caveat to buy from the FBO when possible.

8) CORRESPONDENCE, COMMENTS AND EX-OFFICIO REPORTS

Toby Epler from JUB Engineering called in to update the Committee. The jet apron is complete. The BLM is currently on hold to adjust their plans due to material prices increasing. The Ontario Municipal Airport is also beginning their construction plan for a helicopter pad set for fiscal year 2026.

Dan Cummings mentioned that the east fencing for the airport in pre-bidding on July 24th and bid opening on July 31st, with the project to be closed by September 30th. This fencing is meant to increase airport security, along with the soon-to-be added cameras.

- 9) **ADJOURN** *Moved by Bill Hager. Second by Mike Franks.* Roll call vote: Bill-yes, John-yes, Gary-out, Charlotte-yes, Mike-yes, Rick-out, Shawn-yes, and Jim-out. *Motion carried 5/0/3.*

The meeting was adjourned at 6:46 pm.

Next meeting: Monday August 4, 2025, at 6 pm at Ontario City Hall.

Shawn Coleman - Chairman

Charlotte Hatch - Secretary

General Ledger

Budget Status

User: kari.ott
 Printed: 7/29/2025 - 11:38 AM
 Account: From 120-00-010050 To 120-335-999999
 Period: 11, 2025
 Include: Revenue and Expense
 Include Uncommitted JE's: True



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 120	AIRPORT FUND							
Dept 120-000								
R04	AIRPORT							
120-000-406000	AVAILABLE CASH ON HAND	71,185.00	0.00	122,929.89	-51,744.89	0.00	-51,744.89	0.00
120-000-441000	INTEREST ON ACCOUNTS	100.00	-551.80	275.84	-175.84	0.00	-175.84	0.00
120-000-441410	BLM LEASE	18,312.00	0.00	0.00	18,312.00	0.00	18,312.00	100.00
120-000-441420	KITIMURA LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-441430	GC Lease	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-441445	MONTGOMERY LEASE	2,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00
120-000-441450	GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-441451	CARES ACT FUNDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-441452	FAA GRANT	0.00	0.00	11,022.00	-11,022.00	0.00	-11,022.00	0.00
120-000-441453	BLM PROJECT REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-442000	FIBER REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-443000	STOL SPONSORSHIP	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	100.00
120-000-444000	EVENT INCOME	0.00	0.00	2,272.45	-2,272.45	0.00	-2,272.45	0.00
120-000-458000	TRANSFERS IN	172,947.00	0.00	0.00	172,947.00	0.00	172,947.00	100.00
120-000-469200	MISC AIRPORT REVENUE	500.00	0.00	0.00	500.00	0.00	500.00	100.00
120-000-469201	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-469205	RESERVATION INCOME - ECLIP:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R04 Sub Totals:	290,044.00	-551.80	138,500.18	151,543.82	0.00	151,543.82	52.25
R05	AQUATIC							
120-000-441440	GOLF STORAGE LEASE	1,200.00	100.00	1,100.00	100.00	0.00	100.00	8.33
	R05 Sub Totals:	1,200.00	100.00	1,100.00	100.00	0.00	100.00	8.33
R1	REVENUE							
120-000-441100	HANGAR SPACE RENTALS	29,333.00	-18,373.46	26,731.59	2,601.41	0.00	2,601.41	8.87
120-000-441200	TIE DOWN FEES (ANNUAL & TE	2,000.00	1,312.50	8,525.00	-6,525.00	0.00	-6,525.00	0.00
120-000-441300	OTHER RENT/USE FEES	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
120-000-441400	COMMERCIAL AIRPORT USE FE	5,000.00	0.00	4,312.50	687.50	0.00	687.50	13.75
120-000-469204	MISC INCOME AIRPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-000-471500	FUEL GAS SALES	11,200.00	0.00	14,137.88	-2,937.88	0.00	-2,937.88	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R1 Sub Totals:	49,033.00	-17,060.96	53,706.97	-4,673.97	0.00	-4,673.97	0.00
	Revenue Sub Totals:	340,277.00	-17,512.76	193,307.15	146,969.85	0.00	146,969.85	43.19
	Dept 000 Sub Totals:	-340,277.00	17,512.76	-193,307.15	-146,969.85	0.00		
Dept 120-006	AIRPORT							
01	PAYROLL RELATED EXPENSES							
120-006-511000	WAGES & SALARIES	62,308.00	5,069.90	55,768.90	6,539.10	0.00	6,539.10	10.49
120-006-513100	VACATION/SICK BUYOUT	1,199.00	0.00	0.00	1,199.00	0.00	1,199.00	100.00
120-006-514000	EMPLR-PAID EMPLR BENEFITS	255.00	20.28	223.08	31.92	0.00	31.92	12.52
120-006-514100	MEDICAL INSURANCE CO-PAY	23,063.00	1,968.15	21,050.64	2,012.36	0.00	2,012.36	8.73
120-006-514200	DEFERRED COMPENSATION	1,800.00	0.00	0.00	1,800.00	0.00	1,800.00	100.00
120-006-515000	WORKMANS COMP	1,261.00	1.73	17.99	1,243.01	0.00	1,243.01	98.57
120-006-516000	RETIREMENT	16,182.00	1,291.81	12,089.63	4,092.37	0.00	4,092.37	25.29
120-006-516005	RETIREMENT - EE SHARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-516500	SOCIAL SECURITY	4,996.00	336.77	3,715.18	1,280.82	0.00	1,280.82	25.64
	01 Sub Totals:	111,064.00	8,688.64	92,865.42	18,198.58	0.00	18,198.58	16.39
02	MATERIALS & SUPPLIES							
120-006-610660	MEDICAL EXAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-610850	CELL PHONE	635.00	85.70	406.80	228.20	0.00	228.20	35.94
120-006-610900	CHEMICAL / FERT / SEED	5,000.00	0.00	832.86	4,167.14	0.00	4,167.14	83.34
120-006-611100	MEETING MEALS	250.00	0.00	0.00	250.00	0.00	250.00	100.00
120-006-612000	LICENSES / PERMITS / FEES	200.00	0.00	89.99	110.01	0.00	110.01	55.01
120-006-612400	ELECTRICITY	13,275.00	732.16	9,649.00	3,626.00	0.00	3,626.00	27.31
120-006-613300	FUEL HEAT	2,000.00	36.74	1,085.91	914.09	0.00	914.09	45.70
120-006-613400	GARBAGE SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-613500	GENERAL SUPPLIES	3,500.00	0.00	0.00	3,500.00	0.00	3,500.00	100.00
120-006-613600	COURSE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-613700	ECLIPSE EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-613800	EVENT EXPENSES	25,000.00	0.00	17,248.74	7,751.26	0.00	7,751.26	31.01
120-006-613900	LIABILITY INSURANCE	3,893.00	0.00	3,539.00	354.00	0.00	354.00	9.09
120-006-614900	OFFICE SUPPLIES	5,700.00	353.01	1,666.80	4,033.20	2,087.63	1,945.57	34.13
120-006-615100	PETROLEUM SUPPLIES	2,000.00	92.21	1,901.46	98.54	786.39	-687.85	0.00
120-006-615200	POSTAGE	150.00	0.00	11.16	138.84	0.00	138.84	92.56
120-006-615300	PRINT / AD / RECORD	275.00	0.00	81.25	193.75	0.00	193.75	70.45
120-006-615500	PROPERTY TAXES	6,500.00	0.00	0.00	6,500.00	0.00	6,500.00	100.00
120-006-615550	CONTRACT SERVICES	81,034.00	6,728.70	80,744.27	289.73	0.00	289.73	0.36
120-006-615551	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-615600	RADIO MAINT.	200.00	0.00	196.75	3.25	0.00	3.25	1.63
120-006-617100	UTILITIES	250.00	0.00	0.00	250.00	0.00	250.00	100.00
120-006-617300	TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
120-006-617330	INTERNET	11,500.00	344.47	7,146.57	4,353.43	0.00	4,353.43	37.86
120-006-617510	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-617520	UNEMPLOYMENT CLAIMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-618000	PROFESSIONAL DEVELOPMENT	2,000.00	302.38	767.38	1,232.62	0.00	1,232.62	61.63
120-006-618300	VEHICLE REPAIR	500.00	0.00	9.88	490.12	0.00	490.12	98.02
120-006-618310	EQUIPMENT REPAIR	2,400.00	0.00	1,671.20	728.80	0.00	728.80	30.37
120-006-618950	OFFICE LEASES	7,200.00	0.00	6,600.00	600.00	3,000.00	-2,400.00	0.00
120-006-619000	MINOR AIRPORT IMPROVEMEN	8,000.00	1,069.71	7,197.98	802.02	0.00	802.02	10.03
	02 Sub Totals:	181,462.00	9,745.08	140,847.00	40,615.00	5,874.02	34,740.98	19.15
03	CAPITAL OUTLAY							
120-006-711000	AIRPORT IMPROVEMENTS	26,100.00	1,223.40	19,165.51	6,934.49	6,329.71	604.78	2.32
120-006-712100	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712102	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712103	IRRIGATION SYSTEM	0.00	0.00	175.50	-175.50	0.00	-175.50	0.00
120-006-712104	BLM CONSOLIDATION OF EFFO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712105	AIRPORT MASTER PLAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712106	PHANTOM CONCRETE PAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712107	AIRPORT FENCING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712108	SECURITY IMPROVEMENTS	13,651.00	0.00	8,297.16	5,353.84	1,050.00	4,303.84	31.53
120-006-712109	AIRPORT POWER LINES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712110	WELL WATER METERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-006-712111	AIRPORT LIGHTING IMPROVEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	03 Sub Totals:	39,751.00	1,223.40	27,638.17	12,112.83	7,379.71	4,733.12	11.91
05	TRANSFERS							
120-006-832000	TRANSFER TO GRANT FUND	8,000.00	0.00	0.00	8,000.00	0.00	8,000.00	100.00
120-006-899999	TRANSFER TO PERS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	05 Sub Totals:	8,000.00	0.00	0.00	8,000.00	0.00	8,000.00	100.00
	Expense Sub Totals:	340,277.00	19,657.12	261,350.59	78,926.41	13,253.73	65,672.68	19.30
	Dept 006 Sub Totals:	340,277.00	19,657.12	261,350.59	78,926.41	13,253.73		
	Fund Revenue Sub Totals:	340,277.00	-17,512.76	193,307.15	146,969.85	0.00	146,969.85	43.19
	Fund Expense Sub Totals:	340,277.00	19,657.12	261,350.59	78,926.41	13,253.73	65,672.68	19.30
	Fund 120 Sub Totals:	0.00	37,169.88	68,043.44	-68,043.44	13,253.73		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Totals:	340,277.00	-17,512.76	193,307.15	146,969.85	0.00	146,969.85	43.19
	Expense Totals:	340,277.00	19,657.12	261,350.59	78,926.41	13,253.73	65,672.68	19.30
	Report Totals:	0.00	37,169.88	68,043.44	-68,043.44	13,253.73		

Notification

Rain Bird controller ESP-ME3 - KONO
has automatically adjusted the
seasonal adjust based upon weather
to +135%.

OK

ESP-ME3 - KONO



ESP-ME3 7 zones



Next Irrigation

Zone 1
22:00
48 minutes

Today's Forecast



97° 57°

5-day Forecast

Water Use



PGM A - Cash Presto...



Next run is scheduled for 4 h 48 mins today at 22:00



Mo/Tu/Th/Sa/Su

22:00



Adjusted Total 4 h 48 mins

68%



Programmed 7 h

Zone	Programmed	Adjusted
Zone 1	1 h 10 mins	48 mins
Zone 2	1 h 10 mins	48 mins
Zone 3	1 h 10 mins	48 mins
Zone 4	1 h 10 mins	48 mins
Zone 5	1 h 10 mins	48 mins
Zone 6	1 h 10 mins	48 mins

RUN

SKIP NEXT



+
PGM

