

Coos County Airport District

Regular Board Meeting

April 23, 2026

Minutes of the regular monthly meeting of the Board of Commissioners of the Coos County Airport District (CCAD) held on Thursday, April 23, 2026 at 7:30 a.m., in the CCAD Boardroom.

CALL TO ORDER & INTRODUCTION OF GUESTS

Commissioners Present

Jason Bell, Chairman

Joe Benetti, Vice Chair

Andrew Brainard, Commissioner (Zoom)

Caddy McKeown, Commissioner

Brent Pahls, Commissioner (Zoom)

Counsel Present

Melissa Cribbins (Zoom)

Staff Present

Robert Brittsan, Deputy Director; Stephanie Kilmer, Public Information Officer; Amos Vorster, Office Manager

Media and Guests Present

Wayne Reiter (Zoom); Wyatt Nelson; Neil McKown; John Meynink; Joe, Shannon, and Devin of Coos Aviation

SECTION 1: CONSENT CALENDAR

Motion:

Upon a motion by Vice Chair Benetti (Second Commissioner McKeown) the Consent Calendar from March 2026 was unanimously approved.

Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye; Pahls: Aye

SECTION 2: EXECUTIVE DIRECTOR'S REPORT

Passenger activity at OTH continues to trend upward, with year-to-date up approximately 7.14% through March. Recent air service development efforts included attendance at a conference in San Luis Obispo, where meetings were held with six airlines to discuss potential Portland and southern destination routes (e.g., Phoenix, Burbank, Las Vegas). While progress was positive, Portland service is now anticipated to begin next spring rather than later this year due to industry factors such as fuel costs.

Several major projects have reached substantial completion, including the Runway Safety Area (RSA), concourse improvements, and cargo facility, with final closeout paperwork remaining. A well-attended ribbon cutting for the concourse and café was held April 6, drawing approximately 200 attendees. A cargo facility ribbon cutting is scheduled for May 28 (5–7 p.m.)

Upcoming work includes the glide slope relocation project to bring the system into FAA compliance, which will be funded through FAA grants via a reimbursable agreement. Additional efforts include ongoing invasive weed removal on airport property funded through a City of North Bend grant, with potential expansion to other areas. Staff will also evaluate a surplus fire truck opportunity from Redmond, as the Airport prepares for eventual fleet replacement eligibility around 2030.

SECTION 3: ACTION ITEMS

Motion:

Commissioner McKeown (Second Vice Chair Benetti) moved that the Board approve an agreement with DFN to serve as the Coos County Airport District's sole-source provider for consolidated communications service, and authorize the Executive Director to execute the agreement.

Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye; Pahls: Aye

Motion:

Vice Chair Benetti (Second Commissioner McKeown) moved that the Board approve the amendment to Reimbursable Agreement AJW-FN-WSA-23-NM-006107-A1 with the Federal Aviation Administration for the Glide Slope Relocation Project and authorize the Executive Director to execute all necessary documents.

Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye; Pahls: Aye

Motion:

Commissioner McKeown (Second Vice Chair Benetti) moved that the Board ratify acceptance of the FAA grant offer in the amount of \$934,970 for the Runway 5/23 Glide Slope Relocation Project and to adopt Resolution 2026-04-01, authorizing the Executive Director to execute all necessary documents to accept the grant

Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye; Pahls: Aye

Motion:

Vice Chair Benetti (Second Commissioner McKeown) moved that the Board ratify Change Order No. 6 for the Concourse Capital Improvement Project for \$695.16.

Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye; Pahls: Aye

PUBLIC COMMENTS

Mr. Meynink was happy to see the Airport partnering with the City for Scotch Broom removal, but expressed his concern about the smaller plants left behind and encouraged the Airport to address those as well.

COMMISSIONER COMMENTS

Commissioner Brainard sent greetings from the PGA event at Bandon Dunes and shared details about his interactions with visitors.

Vice Chair Benetti expressed his thanks to Neil for his work on behalf of the Airport. He also asked if it would be possible to change the regular Board meetings to the 3rd week of the month. It was decided that the 3rd Wednesday would be the new regular meeting time.

Commissioner McKeown also shared that she felt Neil's work documenting changes at the Airport was remarkable and thanked him for making that record on our behalf.

Meeting adjourned at 7:55 AM.