

# Coos County Airport District Regular Board Meeting

August 28, 2025

*Minutes of the regular monthly meeting of the Board of Commissioners of the Coos County Airport District (CCAD) held on Thursday, August 28, 2025 at 7:30 a.m., in the CCAD Boardroom.*

## CALL TO ORDER & INTRODUCTION OF GUESTS

### Commissioners Present

Jason Bell, Chairman

Joe Benetti, Vice-Chair (Zoom)

Andrew Brainard, Commissioner

Caddy McKeown

### Absent

Brent Pahls, Commissioner

### Counsel Present

Melissa Cribbins

### Staff Present

Rodger Craddock, Executive Director; Robert Brittsan, Deputy Director; Bob Hood, Operations Manager; Stephanie Kilmer, Public Information Officer; Amos Vorster, Office Manager; Rick Skinner, Project Manager

### Media and Guests Present

John Meynink; Bernie Woodward, Measure 37 Development (Zoom); Samantha Oswald, Park Committee Chair (Zoom); Wayne Reiter; Johnathan B. (Zoom)

### Motion:

Director Craddock advised that staff had received a signed agreement from Raiser, LLC (Uber), and that if it pleased the Board, the approval of this agreement could be added to the meeting's agenda.

Upon a motion by Commissioner McKeown (Second Commissioner Brainard), the Board voted to include this as an action item on the agenda.

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

## SECTION 1: CONSENT CALENDAR

### Motion:

Upon a motion by Commissioner Brainard (Second Commissioner McKeown) the Consent Calendar from July 2025 was unanimously approved.

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

## SECTION 2: EXECUTIVE DIRECTOR'S REPORT

Director Craddock was excited to share with the Board that passenger traffic is up nearly 25% over the same period last year, even though 2024 was in itself a great year for the Airport. Much of this growth is due to the increase in the number of flights to Denver. This route has seen a 173% increase over last year! Craddock shared that he will be attending an airline conference in Tallahassee in November, and hopes the Airport and leverage this impressive growth to attract new routes for the area.

The Director next shared updates on ongoing projects, including the Cargo Facility, Parking Lot Expansion, Concourse Rehabilitation, and RSA Expansion. Craddock reviewed a chart that detailed Capital Improvement Projects planned over the next five years. Additionally, he shared that the Airport is beginning work on an update to its Master Plan, which is expected to be completed by early 2027.

## SECTION 3: ACTION ITEMS

### Park Project Update:

At a previous meeting, Commissioner Brainard had requested that the Board receive an update on the Airport Park project being championed by Rotary. Airport Steering Committee Chair Samantha Oswald provided the Board with a comprehensive update about fundraising initiatives already under way and some ideas that will be implemented in the near future. The Rotary fundraising and Grants Committee is scheduled to meet again in the coming weeks.

### Motion:

Director Craddock shared a brief explanation for the matter coming before the Board, noting some misunderstandings and confusion regarding the recent bid process for the BLM painting project. After a formal protest from a bidder who was deemed unresponsive on the initial bid process and the ensuing review of legal counsel, staff and legal counsel are recommending that all bids be rejected and the project rebid with more clarity in the RFP.

A representative for Measure 37 Development, the contractor who had submitted the protest, requested an opportunity to comment before the Board voted on the matter. He shared that he felt the issues involved in their bid being ruled non-responsive could easily be cleared up. He further shared that their bid, while under \$50k, did include prevailing wages, as directed by the RFP, whereas the bid the Board had selected, also under \$50k, had opted not to include prevailing wages, as the state does not require it for projects under that threshold. He reasoned that this difference actually made the value of his bid \$14K - \$16K cheaper than the next lowest bid. Thus, he encouraged the Board to consider awarding the project to Measure 37 Development as the lowest bidder.

Legal Counsel for the District noted that her recommendation to ensure a fair playing field for all involved would be to reject all bids and to rebid the project, even though doing so would result in a delay for completion of the project.

Upon a motion by Commissioner McKeown (Second Commissioner Brainard), the Board voted to reject all bids received for the BLM building repainting RFP opened July 22, 2025, and to direct staff to rebid the project following District procurement policies.

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

### Motion:

Upon a motion by Commissioner Brainard (Second Commissioner McKeown) the Board voted to ratify the acceptance of the FAA grant offer for \$1,100,000 for the Runway 5/23 RSA expansion and to adopt Resolution 2025-08-02 authorizing the Executive Director to execute all necessary documents to accept the grant.

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

### Motion:

Upon a motion by Commissioner McKeown (Second Commissioner Brainard) the Board voted to ratify the acceptance of the FAA grant offer for \$2,492,403 for the Runway 5/23 RSA expansion and to adopt Resolution 2025-08-01 authorizing the Executive Director to execute all necessary documents to accept the grant.

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

### Motion:

Upon a motion by Commissioner McKeown (Second Commissioner Brainard) the Board voted to ratify the Notice of Award and award the Runway 5/23 RSA project to West Coast Contractors for \$3,275,771, and to authorize the Executive Director to execute all necessary documents and issue the Notice to Proceed consistent with the in-water work window and FAA grant conditions.

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

### Motion:

Upon a motion by Commissioner Brainard (Second Commissioner McKeown) the Board voted to ratify Change Orders #1 and #2 for the Cargo Facility Construction Project, in the total amount of \$126,128

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

### Hangar Rates

Director Craddock shared that staff are looking for direction from the Board on how they would like to standardize rates for tenants in the commercial hangar.

The Board requested that staff prepare some suggested rates based on either the aircraft footprint or the aircraft tier for them to consider at the next Board meeting.

### Motion:

Upon a motion by Commissioner Brainard (Second Commissioner McKeown) the Board voted to approve the agreement with Rasier, LLC (Uber)

*Bell: Aye; Benetti: Aye; Brainard: Aye; McKeown: Aye*

## PUBLIC COMMENTS

John Meynink stated that it was his hope that the Airport shares his concern and interest in wild fire prevention. He also expressed his appreciation for Rotary's work on the airport park project. Finally, he expressed interest in the public input portion of the Airport Master Plan development.

## COMMISSIONER COMMENTS

Vice Chair Benetti suggested that the Airport consider inviting airline executives to visit the area and experience what makes the South Coast special to encourage new airline service in the area.

Commissioners Brainard and McKeown thanked staff for their support of the Airport and the ongoing projects and incredible growth in passenger usage.

**Meeting adjourned at 08:15 a.m.**