

# GRANT COUNTY REGIONAL AIRPORT COMMISSION BY-LAWS

It is the policy of Grant County to operate the Grant County Regional Airport through the Grant County Regional Airport Commission (Commission). The commission is formed to carry out operational responsibilities, including policy and rule development and adoption, and adhere to county, state and federal policies. The commission shall have full responsibility of the Grant County Regional Airport, subject to limitations of these By-Laws. Grant County Court (County) shall retain contracting authority.

## **ARTICLE I** Purpose

It shall be the commission's responsibility to serve as the governing body for the Grant County Regional Airport and to operate the airport to the end that said airport shall serve all of Grant County, providing essential access and egress by air for medical emergency, commercial, and other reasons, on a sound, stable basis and, insofar as practicable, at a break-even point of profitability.

## **ARTICLE II** Membership

**Section 1.** Commission membership shall include six (6) members.

**Section 2.** County shall designate one of its members to serve a term of two (2) years on January 1 of each odd numbered year or at the first regular meeting after this date.

**Section 3.** County shall designate five (5) members from the Grant County aviation community to serve terms of two (2) years each, two on each odd-numbered year and three (3) on each even-numbered year, as of January 1. Members shall be full-time, bona-fide residents of the county and shall be aircraft owners, pilots, or individuals with demonstrated interest in, and knowledge of, aviation matters. These five (5) members shall include the chair who shall be a non-voting member except in the case of a tie vote.

**Section 4.** Vacancies in any of the above positions shall be filled by the county upon either resignation or failure to attend three consecutive commission meetings without good cause.

## **ARTICLE III** Officers

**Section 1.** Commission members shall, at the first meeting of the year, elect one of their non-court members to serve as Commission Chair for the current calendar year. The chair shall preside at all commission meetings and serve as the chief spokesperson of the commission, and supervise the Airport Manager.

**Section 2.** Commission members shall, at the first meeting of the year, select a Commission Secretary who may be either a member of the commission, the Airport Manager, or another person designated by the commission. The secretary shall keep a full and complete record of commission minutes, keep the minutes open to public inspection, submit an approved copy of monthly minutes to the county, and issue public announcements in advance of all commission meetings.

**Section 3.** Grant County, upon the commission's recommendation, shall hire an Airport Manager who shall be responsible for day-to-day airport operations. The Manager shall implement county policy, and airport policy as determined by majority vote of the commission. It shall be the responsibility of the Airport Manager to keep the chairperson informed regularly of occurrences and problems of the airport. The chairperson shall direct the activities of the manager only through the forum of commission meetings.

**Section 4.** No other officers shall be provided for the operation of the commission, except upon agreement of the county and duly approved under the amendment of the By-Laws.

**Section 5.** Chairperson shall designate a Vice-Chairperson, if unable to attend a business meeting. In the event that the Vice-Chairperson is unavailable, a quorum of three (3) commission members shall conduct the necessary business and appoint a temporary chairperson.

#### **ARTICLE IV Meetings**

**Section 1.** Commission shall meet regularly on the second (2) Monday of each month.

**Section 2.** Special meetings of the commission may be convened upon the call of the chairperson or upon the request of at least three (3) members of the commission.

**Section 3.** A quorum of the commission shall consist of three (3) members and at least three (3) affirmative votes shall be required on any policy decision. In the event of a tie, the chairperson shall vote to break the tie.

#### **ARTICLE V Finances**

**Section 1.** Commission shall annually prepare an operating budget for the ensuing fiscal year, taking into consideration anticipated the revenue and financial needs of the airport.

**Section 2.** Fiscal year for the airport shall run from July 1 through June 30.

**Section 3.** The resulting budget shall be approved by the commission and shall not be final until approved by the Grant County Budget Committee and adopted by Grant County Court.

**Section 4.** Manager shall regularly deposit all receipts with the Grant County Treasurer, stating the type of income for each and shall prepare for the commission a monthly statement of income and expenditures.

**Section 5.** Manager shall be the Chief Financial Officer of the airport and shall:

- a.) Be bonded for an amount equal to minimum amount established in county policy.
- b.) Plan and implement all financial control measures necessary, including the safeguarding of aviation fuel inventories and other items being held for resale.
- c.) Make periodic recommendations to the commission on user charges and proposed revisions to attain the financial objectives of the airport operation.

- d.) Monitor and assure compliance with all leases for which the county is lessor, including collection of payments in a timely manner.
- e.) Be responsible for the care, protection, and saving from loss of all fixed assets of the airport.
- f.) Be responsible for employee supervision associated with the discharge of management duties.

## **ARTICLE VI General Provisions**

**Section 1.** Commission may, as circumstances warrant, appoint technical advisory bodies representing all types of airport users or the general public.

**Section 2.** Commission may undertake a variety of programs to promote the cause of general aviation and aviation safety, including the sponsorship of events, programs, and other functions. Commission shall be responsible for addressing the desires and needs of aircraft owners and pilots.

**Section 3.** All policies of the commission shall be stated in written form above the signature of the chairperson and posted publicly at the airport, as well as disseminated to the general public when necessary as public information.

**Section 4.** All meetings of the commission shall be publicized in advance by the secretary through the use of the general news media of Grant County according to Oregon Public Meeting Laws.

**Section 5.** Commission shall annually review all insurance policies of the airport for adequacy and shall submit recommendations for change to the county.

**Section 6.** Manager is empowered to enforce all regulations and policies of the commission.

**Section 7.** Commission is responsible for operating the airport within applicable state and federal rules and regulations.

**Section 8.** Commission shall prepare a five (5) year plan covering the operation, maintenance and improvements of the airport.

**Section 9.** By-Laws may be amended upon joint agreement of commission and county.

### **PREMISES**

- 1.) As used herein, the airport includes the area of land deeded to Grant County by Oregon Aeronautics and situated as described in **Exhibit A** attached hereto, or as amended which is used or intended for use, for the landing and takeoff of aircraft, generating airport revenue, and any appurtenant airport buildings or other airport facilities or rights-of-way, together with all airport buildings and facilities located thereon.

2.) Within the boundaries set forth in **Exhibit A** and as established by applicable land use regulations, the following uses may be authorized by the commission per ORS 836.616.

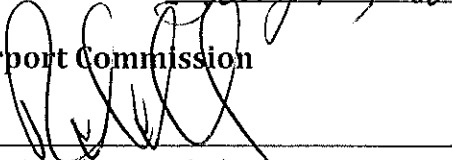
- a.) Customary and usual aviation-related activities including but not limited to takeoffs, landings, aircraft hangars, tie-downs, construction and maintenance of airport facilities, fixed-base operation facilities and other activities incidental to the normal operation of an airport;
- b.) Emergency medical flight services;
- c.) Law enforcement and fire fighting activities;
- d.) Flight instruction;
- e.) Aircraft service, maintenance and training;
- f.) Crop dusting and other agricultural activities;
- g.) Air passenger and air freight services at levels consistent with the classification and needs indentified in the Oregon Aviation System Plan;
- h.) Aircraft rental;
- i.) Aircraft sales and sale of aeronautic equipment and supplies;
- j.) Aeronautical recreational and aeronautical sporting activities; and
- k.) Commercial, industrial and other uses where such uses are consistent with applicable provisions of the acknowledged comprehensive plan, statewide land use planning goals and commission rules, and where the uses do not create a safety hazard or limit approved airport uses.

**IN WITNESS WHEREOF**, Grant County and the Grant County Airport Commission do this day endorse and agree to these By-Laws. This agreement and By-Laws shall supersede any previous By-Laws.

DATED


*July 18, 2012*

Airport Commission



Ron Lundbom, Chairperson

Grant County Court



Mark R. Webb, County Judge

ATTEST:

*Mary R. Ferrioli*  
Mary R. Ferrioli, Court Secretary

*Scott W. Myers*  
Scott W. Myers, County Commissioner

*Boyd Britton*  
Boyd Britton, County Commissioner

981992

**BARGAIN AND SALE DEED**

THE STATE OF OREGON, acting by and through its DEPARTMENT OF TRANSPORTATION - AERONAUTICS SECTION ("Grantor") hereby conveys to Grant County, a political subdivision of the State of Oregon ("Grantee"), those improvements and personal property situated at the John Day State Airport, in Grant County, Oregon ( a further description is attached as Exhibit A) and the real property on which it is located more particularly described as follows:

**Property Description**

That portion of land commencing at a point on the North - South Section line between sections twenty-six and twenty-seven, Township thirteen (13) south; range thirty-one (31), which point is south 00° 45' 24" east a distance of 2678.5 feet from the northeast corner of section twenty-seven (27), township thirteen (13) south of range thirty-one (31); thence south 00° 36' 41" east a distance of 2659.19 to a point between sections twenty-six (26) and twenty-seven (27), thirty-four (34) and thirty-five (35), township thirteen (13) south, range thirty-one (31); thence south 00° 15' 35" east 2965.36 feet; thence north 85° 58' 00" west 1196.10 feet; thence north 04° 02' 00" east 1395.27 feet; thence north 70° 05' 00" west 3098.78 feet; thence south 89° 47' 15" west 191.11 feet; thence south 89° 24' 41" west 2678.11 feet; thence north 00° 20' 48" east 1347.86 feet; thence south 89° 42' 14" west 2643.48 feet; thence north 01° 07' 58" west 406.58 feet; thence south 70° 05' 00" east 2695.25 feet; thence north 89° 47' 15" east 1537.36 feet; thence north 04° 02' 00" east 3216.26 feet; thence north 50° 38' 00" east 97.95 feet; thence south 73° 29' 00" east 660 feet; thence south 37° 09' 54" east 520.49 feet to the point of beginning.

All being east of the Willamette Meridian, in the County of Grant and State of Oregon. Excepting there from any and all easements for utilities, irrigation pipelines, or roads which have been duly recorded.

This conveyance includes all real property, runways, taxiways, apron, wind indicator, and easements appurtenant to the Property, including Clear Zone Easements, which are recorded as follows in Grant County:

1. Clear Zone Easement recorded in Book 84, Page 575, Grant County Deed Records
2. Second Amended Clear Zone Easement recorded in Book 85, Page 253, Grant County Deed Records
3. Powerline Easement #971044
4. Right-of-Way Deed #950533
5. Avigation Easement recorded in Book 131, Page 394, Grant County Deed Records

- 6. Water Pipe Easement recorded in Book 82, Page 401, Grant County Deed Records
- 7. Road Easement Correction recorded in Book 81, Page 480, Grant County Deed Records

This conveyance is subject to a right of reverter in Grantor, but Grantee shall maintain ownership only as long as Grantee, its successors or assigns, maintains and uses the property for the primary purpose of providing public airport facilities, and only for such secondary and incidental purposes as are not inconsistent with the primary purpose, it being the object and intent of Grantor to expedite the orderly expansion of the airport according to the needs of the people of Grant County .

The true and actual consideration paid for this conveyance is assumption by the Grantee of all of the obligations, covenants, terms and conditions with respect to the operation and maintenance of the John Day State Airport, and other good and valuable consideration.

The Oregon Transportation Commission on July 16, 1998 approved this conveyance and authorized the Aeronautics Manager to sign the appropriate document.

**After Recording Return To:**  
 Oregon Department of Transportation  
 Aeronautics Section  
 3040 25th St. SE  
 Salem, Oregon 97310

**Send Tax Statement To:**  
 County Court of Grant County  
 201 S. Humboldt Street Suite #280  
 Canyons City, Oregon 97820

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THE INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930.



INST# 981992 REF# FEE 2  
 FILED September 17 19 98  
 RECORD OF Deed TIME 8:30 A M 4 PGS  
 KATHY McKINNON BY Kathy McKinnon  
 COUNTY CLERK DEPUTY

