

MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: COTTAGE GROVE AIRPORT WELCOME CENTER DEVELOPMENT FEES REQUEST

DATE: May 18, 2016

Background

The Cottage Grove Budget Committee received the attached request from the Cottage Grove Airport Welcome Center Project asking for either \$5,000 or assistance by paying the development and connection fees for the project.

The Budget Committee considered the project and was in support in the project and recommended that the City pay the fees associated with the development of the Welcome Center at the airport.

The Welcome Center project has received a grant from the Woodard Foundation for \$42,000 and the project will be seeking other funding sources to get the project under way. To assist in the funding search an official determination from the City Council authorizing the City pay all development fees associated with the project would be very useful to demonstrate the City's support of the project.

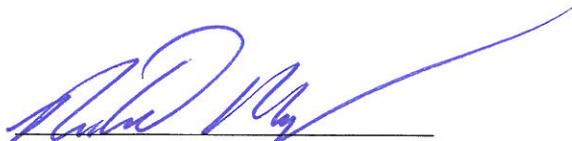
Based on the information the City has regarding the Welcome Center facility the total development costs (Building Permit Fees, Construction Excise Tax, System Development Charges, water and wastewater connection fees) will be about \$4,600. The City can waive some of the fees, but many of the fees cannot be waived.

Recommendation

That the City Council authorize all the development fees to be paid or be waived where possible for the Cottage Grove Airport Welcome Center project.

Cost

No Cost



Richard Meyers, City Manager

May 6, 2016

City of Cottage Grove Budget Committee
400 E. Main Street
Cottage Grove, OR 97424

RE: Cottage Grove Airport Welcome Center

Dear Cottage Grove Budget Committee,

The Oregon Aviation Historical Society and the Cottage Grove Airport Welcome Center Committee are pleased to submit this request for your review. We look forward to a possible partnership in our cooperative efforts to build The Cottage Grove Airport Welcome Center.

We ask you to consider \$ 5000.00 or paying for the permit and city fees to build a tourist information center called The Cottage Grove Airport Welcome Center at the Cottage Grove Airport to promote tourism and economic vitality as well as providing a safe place for pilots to gather information about our city.

Our airport is The Aviation Gateway to Cottage Grove and is the 1st introduction a pilot and their visitors have to our city. The Airport Welcome Center will be a new avenue to support the Cottage Grove economy and encourage new business with creative ways to reach out to pilots and inspire them to visit our city.

The airport currently greets pilots with a port a potty. This discourages pilots and their families from coming back to Cottage Grove and no idea of what we have to offer them. Cottage Grove has a unique identity offering covered bridges, popular bike paths, wineries, several one of a kind events, 2 lakes and many shops and hotels. Pilots will never know what we have to offer, as there is no way to inform them. There have been many inquiries into hangar development or purchasing the big main hangar, but the business plans were dropped, as we did not have a bathroom facility on the airport.

Pilots have disposable income and love to fly places to eat, play and stay. When we had an office on the airport the gas sales were 3 to 4 times greater than they are now. The airport gets almost 10,000 visitors a year (Dept. of Aviation Economic Impact Report 2012). Imagine how many more visitors we can have. We want to capture that business and bring them into Cottage Grove.

A courtesy car kindly to be provided by the City of Cottage Grove will encourage pilots to fly into the airport and visit our city. We will have 2 - 4 bicycles for pilots to use around town as well. Once they fly in there will be binder such as hotels use with menus, hotels, shops, golf courses (only .4 of a mile from airport), and business cards of our local businesses in Cottage Grove. Event pictures will be displayed on the walls with dates to inspire future visits to Cottage Grove.

Our advertising plan is to contact the Oregon Pilots Association (OPA) (1600 members), Experimental Aircraft Association (16 Oregon chapters), Flying Clubs (9 on the OPA site) and inform them about the Cottage Grove Airport Welcome Center and what we have to offer them.

We have some great fly in events at the airport. The Stearman Fly In in July features WWII training aircraft and opportunities for locals to ride in a biplane and see aircraft from the past. The June event of Wings & Wheels combines aircraft and automobiles for a fun show. The Swift aircraft also has a fly in to Cottage Grove Airport as well. These gatherings bring several hundreds of visitors to Cottage Grove every year.

Upon completion of the building OAHS will donate The Airport Welcome Center to the Oregon Dept. of Aviation (ODA) in order to insure the ongoing operations and continuity of the Airport Welcome Center. ODA has agreed and will be responsible for all maintenance of the building.

The Woodard Foundation supports these efforts and has graciously committed to funding \$42,000 of our budget (\$104,480) to promote Cottage Grove's tourism and economy. The Woodard Foundation believes this project will have a long-term impact and provide benefits into the future. The City Manager is ready to place a courtesy car for pilot use. This will definitely bring pilots here. We have letters of support from Joe Raade, president of the Chamber of Commerce, George Devine, CG EBID Board Member, James Gilroy, Banner Bank Branch Manager and Don Williams, past Chamber and past Rotary President. They are available if you would like to see them.

Thank you for your interest in reviewing our proposal for The Cottage Grove Airport Welcome Center. We envision building upon our collaborative success by developing a Welcome Center that can showcase what our exceptional city has to offer and build upon a under used economic avenue.

I apologize for not being at the meeting on 5/10 to present this personally, but I am out of town at this time. If you have any questions or comments or need further information please feel free to contact me. I will be happy to help.

Sincerely,

Nadine Kelley
Cottage Grove Airport Welcome Center
Project Manager
541-968-9327