



The City of Newport Airport Committee will hold a meeting at **2:00 P.M.**, on **Tuesday, October 14, 2014** in Conference Room A in the Newport City Hall, 169 SW Coast Highway, Newport, Oregon 97365.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder 541.574.0613.

The City of Newport Airport Committee reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the work session and/or meeting.

CITY OF NEWPORT
AIRPORT COMMITTEE MEETING AGENDA
Tuesday October 14, 2014
2:00 P.M.

- I. Call to Order
- II. Approval of Minutes from August 26, 2014 meeting
- III. Announcement of the Closure of the USCG Air Station (Notice and Resolution in packet)
- IV. Airport Celebration: Knott and Román (event flyer included in packet)
- V. Update on construction activities: Román
- VI. Long-range Planning Process: Discussion
- VII. Committee comments.
- VIII. Public comments
- IX. Develop next agenda items.
- X. Adjournment

August 26, 2014

2:00 PM

Newport, Oregon

DRAFT

The City of Newport Airport Committee met on the above date in Conference Room A of Newport City Hall. In attendance were Committee members Jeff Bertuleit (Committee Chair), Thomas Knott, Mark Watkins, Ralph Grutzmacher, and Ken Brown, and prospective committee members Susan Reese Painter and Debra Smith. Also in attendance were: City Manager Spencer Nebel, City Council liaison Ralph Busby, Engineering Technician/Airport Project Director Melissa Román, and Committee staff Bob Fuller (Public Works).

I. Call to order.

The meeting was called to order at 2:00 PM by Committee Chair Jeff Bertuleit.

II. Approval of July 22, 2014 minutes.

Motion was made and seconded to approve the minutes of the July 22, 2014. The motion passed on a unanimous voice vote.

III. Introduction of prospective new committee members Susan Reese Painter and Debra Smith. (Applications are included in the meeting packet). Both applicants gave brief bios and noted their interest in the committee and the airport. Chairman Bertuleit explained the advisory nature of the committee regarding membership. Watkins encouraged them to read the historical overview included in the meeting packet. **Motion was made and seconded to recommend committee membership for both subjects. Motion passed on unanimous voice vote.**

IV. Operations Plan: Review and discuss

City Manager Nebel reviewed the cover memo (included in meeting packet). He requested the committee prioritize consideration of management and staffing issues at this time. Nebel advised he has had many calls from private management groups regarding opportunities for managing the FBO and airport, so he said clearly the interest is there. A discussion ensued around the various options. Watkins said he preferred a city employee as airport manager. Grutzmacher said he would prefer a local manager that can be removed or replaced easily if there were performance issues.

Knott says that the existing business plan does not work because it is based on only three sources of income for the airport: hangar leases, fuel sales and increasing airline operations. We know that two airline operations were terminated in the past due to no profitability. The fuel sales and the hangar rents are the only source of income at present. It is not expected that fuel sales and hangar leases will show a significant increase in profits in the coming years.

Nebel advised the process would be a “Request for Proposals” (RFP); responding interested parties would tell us what the cost to the city would be. The question for the committee: Is this what you want to pursue? His previous experience with this type of situation is the city pays the FBO manager for airport maintenance and management; in one instance (for example), this number was about \$80,000/year; this involved a somewhat smaller airport than ONP.

Brown said in his opinion the FBO management should be contracted out, with the City still handling the airport maintenance and the City Manager overseeing the contractual requirements of the FBO contractor.

Bertuleit stated he prefers to have a contractual-type system, noting it is important they (the contractor) be able to reach out to the business community at large.

Grutzmacher suggested an alternative to the RFP process, involving soliciting “Letters of Interest” from private operators; he noted the RFP process perhaps gives too much expectation of awarding a contract as part of the process. Nebel agreed this would be a possible good interim step. He also agreed the City should probably continue with airport maintenance to keep the airport in compliance.

A motion was made and seconded to recommend the City pursue “Expressions of Interest” from private operators. The motion passed on a unanimous voice vote.

(At this time, in the interest of time management, the committee decided to re-order the agenda and move to Airport Celebration)

Airport Celebration

Knott and Román have been consulting with each other for plans on the “Grand Re-Opening” of the airport scheduled for October 18th.

Knott says that the airport has a bad reputation with the citizens due to all the bad news and unlawful activities of some pilots and staff. With the re-opening of the airport it is important to communicate that this airport supports some important services for everyone in this community:

- emergency relief in case of a disaster (tsunami)
- coast guard
- air mail supply (Fedex, UPS)

Knott is in contact with FEMA to get a key note speaker for the opening ceremony. He will also contact other institutions that benefit from this airport to hold a short speech.

Román gave an overview of the concept of the event, to include displays, vendors, booths, etc. Several participant options were suggested during the discussion. It was stressed that volunteers will be important to the success of the event; Bertuleit suggested the NPD volunteers as a source, and also some airport users who would be familiar with airport property restrictions, etc. (A detailed report is included in the meeting packet).

Part 139

Nebel referred the committee to FAA communiques advising the airport had passed recent Part 139 inspection (these are included in the meeting packet). Two minor findings were corrected, and FAA inspector Lynn Deardorff praised the airport staff on their work and maintenance efforts.

Minimum Standards

This was deferred to a future agenda item for a more detailed discussion. A draft is included in the meeting packet.

Construction Update

Project Director Román advised everything is on schedule and going well. FBO and T-hangar repairs are out for bid. Part of the T-hangar bid was removed; specifically, Public Works will now be doing the groundwork portion of the job.

IX. Monthly Report on Operations

This document is included in the meeting packet; due to time constraints it was not discussed.

X. Committee Comments

Busby asked the committee to endorse/recommend City budget and/or Connect Oregon monies be used for establishing a “remote communications outlet” at the airport. This would allow pilots to talk directly to Seattle Center, greatly enhancing important communications. His estimate is \$27,000-\$37,000 (he advised it’s one of those two figures, not necessarily a range between). Brown advised he did not think any Connect Oregon money was available at this time.

A motion was made and seconded to recommend the City pursue Connect Oregon monies, budget funds, or other sources as appropriate to fund this project. The motion passed on a unanimous voice vote.

XI. Public Comments

Paul Lawson, a developer of investment property in Newport, emphasized the importance of the airport for local economic development. He noted the importance of keeping the Part 139 Certification, and also mentioned the importance of working with Lincoln County Business Development Alliance and Business Oregon. Nebel advised he would take this under advisement. Lawson requested the draft minutes be posted on the City's website (currently the minutes are posted only after approval by the committee). Fuller will contact the City Recorder regarding any applicable rules regarding posting draft minutes. If there are no prohibitions, Fuller will contact committee members individually for their opinions and preferences on this.

XII. Develop next agenda

Operations Plan review

Nebel suggested discussion of long-range planning process, to include developing a calendar.

Minimum standards discussion (continued; not able to address at this meeting).

Monthly operations report.

Update on construction activities.

Before adjournment, the committee expressed their appreciation and thanks to Melissa Román for her outstanding work in directing the airport projects under construction.

XIII. There being no further business, the meeting was adjourned at 4:00 PM by Chairman Bertuliet.

DRAFT



Spencer Nebel
City Manager
CITY OF NEWPORT
169 S.W. Coast Hwy.
Newport, OR 97365
s.nebel@newportoregon.gov

MEMO

DATE: October 10, 2014
TO: Airport Committee
FROM: Spencer Nebel, City Manager
SUBJECT: October 14 Airport Committee Meeting Agenda Issues

Background:

The Airport Committee will meet on Tuesday, October 15, 2014, at 2 P.M. Additional background information regarding agenda items are as follows:

Closure of the US Coast Guard Air Facility at Newport

Since last Thursday's announcement of the closure of the Air Facility at the Newport Municipal Airport, much time has been spent working with federal legislators on a reversal of this decision. This decision caught virtually everyone (federal legislators, local stakeholders, the City, the Port, the County) off guard since the last discussion that was held on this was that the Coast Guard was going to hold off until 2015 with the thought that there would be some discussion regarding this issue prior to that time. The federal offices along with local stakeholders were all notified at the same time, October 2, via email approximately an hour or two prior to the press being notified of this closure. Attached is the notice from the Coast Guard as well as the resolution that the City Council adopted on October 6, 2014 for your review.

Airport Celebration

Thomas Knott, Melissa Román, Lance Vanderbeck, and I have been meeting on a regular basis to develop a celebration with some substance regarding the airport. The most recent announcement by the Coast Guard may slightly shift the emphasis of the serious aspect of the airport dedication but the timing maybe good for this to occur. Thomas and Melissa will update the Committee as to the celebration plans.

Update on Construction Activities

Melissa will update the Airport Committee on the close out of construction activities related to the runway project. This project was completed on time and apparently under budget

with the runway opening ahead of schedule. Melissa and the construction team members did a great job of getting through this very complex and significant project completed.

Discussion on Various Priorities for Reviewing the Long Term Planning

It would be helpful at this point to have the Airport Committee review and prioritize the planning issues that were outlined in the draft airport report provided to the Committee at the August 26, 2014, Airport Committee meeting that included:

1. Commission a survey of similar airports to determine staff levels, budgets, management structure, hours of operation, and other similar issues to help guide the city in these decision for the municipal airport.
2. Complete the review and implementation of the minimum standards for the airport.
3. Determine a long term vision for the airport and develop appropriate goals to move the airport toward to meeting this goal.
4. Reevaluate the role of the Airport Committee in providing advice to the City Council on airport operations.
5. Participate in the task force established by the City Council to examine the regional role of the airport.
6. Work with city staff and planning professionals in working with the FAA to develop a new airport master plan in 2015.
7. Review and update where necessary the business plan for the airport.

A lot of work has been done on the minimum standards with the last revision of that report a record of being the January 14, 2014 version. It has been indicated that Doug Nebert had made some revisions to these minimum standards at a later point in time with Doug's passing we do not have access to this information. Please check your records to see if you have any electronic communication from Doug that would include the revisions to this original report. Otherwise, I suggest that we utilize the January 14, 2014 version as our point of beginning to address minimum standards for the Newport Municipal Airport.

Also, please note that the request for letters of interest in operating the Municipal Airport in a contractual basis will be developed during the next three weeks and will be ready for review by the Airport Committee at the November meeting. Once reviewed and approved, we will be able to discuss issues to determine whether this is a viable management plan for operating the airport in the future.

Respectfully submitted,



Spencer R. Nebel
City Manager



5730

OCT 02 2014

Mr. Lance Vanderbeck
Newport Airport Operations Manager
135 SE 84th St.
South Beach, OR 97366

Dear Mr. Vanderbeck:

I am writing to notify you, as authorized in the Consolidated Appropriations Act of 2014, the Coast Guard has decided to close our Air Facility in Newport, Oregon on November 30, 2014. This facility is a detachment of Coast Guard Sector North Bend. Aircraft and crews from North Bend deploy to Newport for Search and Rescue (SAR) and other operations.

Through targeted investment in vital recapitalization projects, the Coast Guard has significantly improved our SAR response posture. Specifically, we have deployed the Coast Guard's Rescue 21 communications and distress calling system, which provides us with significantly improved detection capability, as well as the ability to use radio signals to more efficiently locate mariners in distress. In addition, there have been improvements in safety and survival equipment that greatly increase the chance of survival and detection for imperiled mariners. Given these improvements in the overall SAR system, the Coast Guard will consolidate air operations in Southern Oregon at our Air Station in North Bend while continuing to meet all national SAR response standards.

If you have any questions regarding this matter, please feel free to contact Captain Todd Trimpert, Sector North Bend Commander, (541) 756-9253 or Commander Eric Belleque, District Thirteen Chief of External Affairs, (206) 220-7236.

Sincerely,

A handwritten signature in blue ink that reads "R.T. Gromlich".

R. T. GROMLICH
Rear Admiral, U.S. Coast Guard
Commander, Thirteenth Coast Guard District

CITY OF NEWPORT, OREGON
"COAST GUARD CITY, USA"

RESOLUTION NO. 3692

A RESOLUTION REQUESTING PRESERVATION OF THE
UNITED STATES COAST GUARD AIR FACILITY
AT NEWPORT, OREGON

WHEREAS, The City of Newport, Oregon is located on the Yaquina Bay and has been home to various United States Coast Guard facilities since the late 1800's including lighthouses, the Yaquina Bay Coast Guard Station, and the Newport Air Facility located at the Newport Municipal Airport; and

WHEREAS, A collaborative effort was led by the Newport Fishermen's Wives, supported by other commercial and recreational maritime interests, to address the significant safety risks that have led to much loss of life of commercial fisherman and recreational boaters off the central coast of Oregon; and

WHEREAS, In response to these efforts, the United States Coast Guard stationed a helicopter in Newport in 1987 and with the donation of land by the City of Newport on September 10, 1991, constructed a permanent air station facility at the Newport Municipal Airport; and

WHEREAS, Yaquina Bay and the central Oregon coast is home to a very large and active commercial fishing fleet, with 130 million pounds of seafood being offloaded at the Port of Newport in 2013; and hosts a significant number of recreational boaters. In addition, heavily visited beaches stretch along the coast which from time to time require quick and timely responses for individuals who can get caught in the surf; and

WHEREAS, The Newport Air Facility has participated in numerous marine emergency responses involving the commercial fishing industry, recreational boaters, near shore beach rescues, and other responses where the shorter response time for the central Oregon coast can make the difference between conducting a rescue or a recovery; and

WHEREAS, The City of Newport has enjoyed a collaborative relationship with the United States Coast Guard that was recognized on March 28, 2005 through designating Newport, Oregon as one of 16 local governments with the title, "Coast Guard City, USA;" and

WHEREAS, Without any discussions with local officials or stakeholders, the United States Coast Guard announced in a letter dated October 2, 2014, that the Air Facility in Newport would be closed on November 30, 2014;

WHEREAS, The mission statement of the United States Coast Guard is to provide for "the well-being, general safety, security, and interests of the citizens of the United States;" and

WHEREAS, The pronouncement by the United States Coast Guard that it will close the Newport Air Facility effective November 30, 2014, jeopardizes the security of the fishing community, recreational boaters, and all the residents of,

and visitors to, the City of Newport, and runs contrary to the United States Coast Guard's own mission statement;

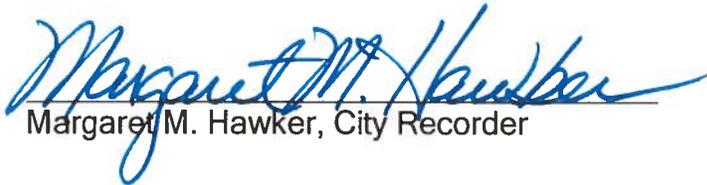
THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

The City Council of the City of Newport expresses its grave concern over the safety impacts to a wide range of maritime activities that will occur after the closure of the United States Coast Guard Air Facility in Newport, Oregon, and the City Council formally asks the United States Coast Guard to reverse its decision of October 2, 2014 to close this facility, and that the City Council also requests assistance from U.S. Congressman Kurt Schrader, U.S. Senator Jeff Merkley, and U.S. Senator Ron Wyden to assure that timely emergency maritime response will remain available for the central Oregon coast through continued operation of the Newport Air Facility.

Adopted by the Newport City Council on October 6, 2014.


Sandra N. Roumagoux, Mayor

ATTEST:


Margaret M. Hawker, City Recorder

NEWPORT MUNICIPAL AIRPORT

GRAND REOPENING

JOIN US AS WE CELEBRATE OUR
NEW RUNWAY, NAVIGATIONAL AIDS
AND AIRPORT STRIPING

RIBBON CUTTING CEREMONY
11:30 AM

GUEST SPEAKERS

**AIRPLANE
DISPLAYS**

FLIGHT CLUB DISPLAY

FOOD BOOTHS

LIVE MUSIC

SPONSORED BY:

BY REVOLVING DOOR

STARVIN' MARVIN'S
MO'S

PAPER AIRPLANE CONTEST
BRING YOUR OWN OR
BUILD ONE WHILE YOU'RE HERE

BI-PLANE RIDES
Weather Dependent;
Fee TBD

12:30 PM

WINNER GETS A FREE RIDE IN THE
BI-PLANE (WEATHER PERMITTING)



OCT 18, 2014, 11AM - 2PM

NEWPORT MUNICIPAL AIRPORT

GRAND REOPENING

LINKING INTO THE SECURITY, SAFETY
AND SUPPLY LANES OF THE CENTRAL
OREGON COAST

RIBBON CUTTING CEREMONY

11:30 AM

Learn the Airport's role
in an emergency

Find out how the airport supports
our community

SEE HOW AVIATION BUSINESS
CONTRIBUTES TO THE COMMUNITY

DISCOVER WAYS TO BE
MORE INVOLVED WITH
THE AIRPORT

SEE PHOTOGRAPHS
DOCUMENTING
CONSTRUCTION CHANGES

HERE ABOUT THE STATE AND
FEDERAL AGENCIES THAT
SUPPORTED RENOVATION
AND CONSTRUCTION OF
RUNWAY 16-34



OCT 18, 2014, 11AM - 2PM