

August 17, 2010  
Noon  
Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A of the Newport City Hall. Present were Jim Churchwell, Curt Fewkes, Mark Watkins, and Jim Hawley. Also in attendance were City Manager Jim Voetberg, Airport Director Gene Cossey, and City Recorder/Special Projects Director Peggy Hawker.

### **APPROVAL OF MINUTES - JULY 20, 2010**

MOTION was made by Watkins, seconded by Churchwell, to approve the minutes of the meeting of July 20, 2010. The motion carried unanimously in a voice vote.

### **FUEL PRICE DISCUSSION**

Cossey explained how fuel prices are calculated at the FBO. He reported that he factors in the fuel cost, operations cost, profit margin, and then analyzes fuel prices in comparable airports throughout the state. He added that he is working on a program that anyone can use in developing an average fuel price.

A discussion ensued regarding adding a fuel tank. Cossey reported that he is beginning to look at the addition of a fuel tank, but that the cost is \$100,000 - \$150,000, and due to costs, it would be a long-range project. It was noted that the county's emergency plan addresses the amount of fuel to be kept on hand. Hawley agreed to provide Cossey a CD containing a copy of the county's emergency plan. A discussion ensued regarding whether a grant is available to expand the fuel farm. Hawley will look for grant opportunities. Cossey will define the needs and discuss them with the city manager to determine the appropriate game plan. It was asked that the subject of emergency preparedness be added to the next agenda.

### **AIRPORT VOLUNTEERS - UPDATE**

Cossey reported that he had planned to send information to hangar lessees, regarding volunteer opportunities at the airport, with the last billing statement, but that he had not received the information. He also noted that he had not received contact information for Merle Posner, who may be interested in purchasing an airplane for various airport uses. Watkins will provide Cossey with Posner's contact information. Cossey also mentioned that no one has expressed, to him, in volunteering at the airport. Committee members will ask interested volunteers to communicate directly with Cossey. Hawley asked whether the FAA has issues with volunteers needing background checks. Cossey reported that there is not a security issue as there is not a TSA presence at the airport. He added that the city requires a routine background check for certain volunteers.

### **AIRPORT MANAGER'S REPORT**

Cossey updated the Committee on the AIP project bids. He noted that nine bids had been received, and that the City Council had authorized an intent to award the bid to E2 Electric. He described the project, and noted that the FAA grant has to be in place before the project goes forward. He noted that the project should be completed before winter.

Cossey reported that Rob McKinney, CEO of SeaPort Airlines, had updated Council on its service sustainability efforts. He noted that SeaPort plans to begin using a Cessna Caravan on its coastal routes by mid-September. He added that SeaPort has changed its business model in an effort to become more sustainable.

### **ADJOURNMENT**

Having no further business, the meeting adjourned at 12:36 P.M.