

August 18, 2011
2:00 P.M.
Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A of the Newport City Hall. In attendance were Jim Churchwell, Mark Watkins, and Jim Hawley. Curt Fewkes was excused. Also in attendance were Mayor Mark McConnell, Council Liaison Jeff Bertuleit, City Manager, Jim Voetberg, and City Recorder/Special Projects Director Peggy Hawker.

INTERVIEW APPLICANTS FOR AIRPORT COMMITTEE VACANCY

Airport Committee members introduced themselves. It was determined that the person filling this vacancy must be a resident of the city. Al Poshusta noted that he was not a city resident, but he was encouraged to volunteer and stay involved. The Committee interviewed Ralph Busby. It was reported that Steve Vickers had also expressed interest but was unable to attend this meeting. MOTION was made by Watkins, seconded by Churchwell, to recommend to the City Council that Ralph Busby be appointed to fill the vacancy created by the resignation of Richard Larson. The motion carried unanimously in a voice vote.

APPROVAL OF MINUTES - JUNE 16, 2011

MOTION was made by Watkins, seconded by Churchwell, to approve the minutes of the meeting of June 16, 2011, as presented. The motion carried unanimously in a voice vote.

ENTRANCE SIGN

Cossey reported that the city staff is working on a simple sign with the city logo that will be used on a temporary basis. He added that he would like to develop a design for a long-term sign. He noted that the existing posts, used by SeaPort, will be used for new signage. He reported that electricity is being run to the sign location. He asked the Committee to provide input on this issue. Churchwell suggested a contest could be used to design the sign. Cossey also noted that there are many local artists that might be interested in designing the sign. Watkins noted that he will have something at the next meeting.

FISCAL YEAR 2010-2011 YEAR-END REPORT

Cossey reviewed fuel sales. Watkins asked for the minimum gallons required to get onto the government merchant accounts. Cossey noted that some government agencies do purchase fuel. Watkins asked that research be conducted on the government merchant accounts. Watkins asked why airports like Albany, Lebanon, and Scappoose were not

used to compare fuel sales. He also asked for a copy of the fuel pricing formula. Cossey reported that he uses data, cost of fuel, information on what other airports charge, and adjusts the fuel costs based on the change in prices. Watkins stated that the airport staff has great customer service skills. Cossey reviewed the summary of operating results for Fiscal Year 2010-2011. Watkins asked when the Exxon Mobil contract expires, and Cossey noted that the airport will soon begin selling Conoco Phillips. He added that when the contract expires, he plans to solicit more input.

DIRECTOR'S REPORT

Cossey reported that the Tillamook Air Museum is still looking at Newport and Astoria as possible sites to relocate the Museum. He noted that if this occurs, the fuel farm would need to be relocated to increase volume and capacity. He added that the Museum would install a lot of infrastructure. McConnell urged ONP pilots to visit Tillamook. Watkins asked about water and sewer to the airport. McConnell noted that the airport can service the Museum with water and sewer now, but a capacity issue exists. Cossey noted that the Museum is willing to invest in temporary solutions. Watkins asked whether any height limitations exist, and Cossey noted that the height would be approximately 60 - 65 feet in the area in which the Museum is interested. It was noted that staff is working with the FAA and ODOT on this issue.

Cossey reported that he is working on the ability to fuel planes, noting that it is a quality assurance issue from the fuel providers.

Cossey reported that there are three full-time and one part-time airport employees.

Cossey reported that he would like to begin planning quarterly events that culminate in one big event in the summer. He asked for ideas for the event and the level of involvement of the Committee and volunteers. McConnell noted that the Destination Newport Committee has marketing grants that could be used for marketing these events. Watkins agreed to get the volunteers together.

Watkins asked whose responsibility it is to mow the grass around the box hangars. Cossey reported that if it is on the leased portion of the property, it is the responsibility of the hangar owner; otherwise, it is the airport's responsibility.

Cossey reported that SeaPort is gone and gave very short notice. He added that the airline now has a Twin Falls to Boise route. He noted that he has communicated with several Part 135 carriers, and they are reluctant to take on a new route in the current economy. Churchwell suggested contacting major carriers and asking whether they would consider a Newport route as a loss leader for larger, more profitable, routes. Cossey noted that the larger carriers will not respond. McConnell noted that a working group has been organized to study air service. A discussion ensued regarding shuttles.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:17 P.M.