

July 11, 2017

2:00 PM

Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A, Newport City Hall. In attendance: Committee members Jeff Bertuleit (committee chair), Jim Shaw, Susan Reese, Terry Buggenhagen, Ken Brown and Mark Watkins. Also in attendance: City Council liaison Laura Swanson, Airport staff Lance Vanderbeck, Public Works staff Melissa Román, and Committee staff Bob Fuller (Public Works). City Manager Spencer Nebel is on vacation.

1. The meeting was called to order by committee chair Jeff Bertuleit at 2:05 PM.
2. Roll Call
3. Approval of Minutes: Motion was made and seconded to approve the draft minutes from the May 9, 2017 and June 23, 2017 meetings. The motion passed on a unanimous voice vote.
4. Discussion/Action Items
  - A. Solar eclipse event memo: Vanderbeck reviewed the memo, stressing the lack of airport staff to adequately monitor a large camping event at the airport, as well as the lack of available sanitation facilities. He asked if the local pilot group would be interesting in taking on this task; Watkins advised he will discuss with members of the “barbeque group” regarding volunteers, and he will report at next month’s meeting.
  - B. Fuel policy: Watkins moved to adopt the fuel policy as outlined in the memo contained in the meeting packet, and re-visit in a year; the motion passed on a unanimous voice vote.
  - C. CIP/Master Plan: The CIP discussion quickly moved on to the Airport Master Plan discussion. Román reviewed and summarized the two parts of the Master Plan included in the packet and noted these are the only parts that have changed. She said the Master Plan will go to City Council August 17<sup>th</sup> and said the committee would need to make recommendations (if any) before that time. Busby suggested getting a base station for the airport, which would increase air traffic capability for the airport. Several committee members advised they were not ready to make a recommendation. A motion was made and passed to schedule the August Airport Committee meeting for August 1<sup>st</sup> in order to meet the city council’s scheduled review date of August 17<sup>th</sup>.

5. Operations report: Vanderbeck reviewed the monthly operations report (included in packet). He briefly noted fuel sales and car rentals have increased over the same time last year.
6. Committee comments: Busby suggested Román contact FAA FIDO about the Runway Protection Zone and 62<sup>nd</sup> St. as they may have a different interpretation than FAA Airports. Román advised she will contact FIDO but was confident Airports was the correct division for decisions regarding the RPZ.
7. Public comments: None
8. Develop next agenda: Final discussion and recommendations re: Airport Master Plan.
9. The meeting was adjourned at 3:30 PM.

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