

December 15, 2009
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 Hawley, Jim Churchwell, Richard Larson, Mark Watkins, and Curt Fewkes.

Also present were Councilors Jeff Bertuleit and Mark McConnell.

Staff present was Jim Voetberg, City Manager, Ross Schultz, Interim Airport Director, and Peggy Hawker, City Recorder.

Media present was Larry Coonrod and Walter Sherman.

APPROVAL OF MINUTES – NOVEMBER 17, 2009

MOTION was made by Fewkes, seconded by Larson, to approve the minutes of the November 17, 2009 meeting. The motion carried unanimously in a voice vote.

MEETING SCHEDULE – JANUARY AND FEBRUARY 2010

It was agreed to hold regular meetings on the following dates: January 12 and February 9, 2010.

CONTINUED DISSCUSSION OF AIRPORT BUSINESS PLAN

Hawley reported that he had met with Cinda Bruce, from Lincoln County Transit, who noted that the shuttle route could be extended to the airport. The cost would be \$1.00 to ride to or from the airport.

It was noted that the tie down fees had been increased to \$8.00, and a discussion ensued regarding the fees and the increase. Fewkes requested copies of staff resources used in determining the increase. It was noted that most other airports charge \$3.00 for tie downs. Schultz agreed to return the fees to the previous level of \$3.00.

It was reported that Hertz would like a presence in Newport and at the airport. Office and parking needs are yet to be determined.

A discussion ensued regarding aircraft maintenance at the airport.

It was suggested that a non-profit organization, similar to the Friends of the Library or Aquatic Center, be formed for the airport. It was noted that this could be beneficial in

applying for grant funds for small projects. It may be possible to piggyback onto the Oregon Pilots Association non-profit status.

A discussion ensued regarding federal grants for airport projects. It was asked that concrete information be made available at the next meeting. Schultz suggested that a planning grant could help the city through the process from the business plan to the capital plan to the action plan.

The subcommittee will continue to meet on the business plan.

PARKING PROPOSAL

Schultz distributed a map showing potential parking places. A discussion ensued regarding parking that might be designated on the airport master plan. The Committee requested copies of the airport master plan, and it was noted that this document is on the city's website. It was also noted that a needs projection is yet to be developed for the airport.

SIGNAGE DISCUSSION

A discussion ensued regarding business signage at the airport. It was noted that zoning ordinance changes may be necessary.

TELEPHONE DISCUSSION

A discussion ensued regarding the necessity of a telephone at the airport. It was noted that a phone could be installed that connected directly to dispatch. It was agreed to table this discussion until June.

INTERIM AIRPORT DIRECTOR'S REPORT

Schultz reported that the AWOS system had been malfunctioning and that a technician was scheduled to work on it. Schultz reported that SeaPort had four recent flights that had been disrupted due to the AWOS and weather. He noted that the three airport personnel will become certified observers.

Schultz reported that airport director interviews are underway. Bertuleit asked whether someone on the Airport Committee would participate in the interview process. Voetberg noted that he has an interview panel.

Schultz reported that the fuel fees had changed. He noted that SeaPort is buying some fuel at Newport. A discussion ensued regarding the formula for fuel markup. Schultz noted that the markup includes the franchise tax and associated FBO costs with a comparison to prices from surrounding airports. He noted that the price is not in excess of prices within a flyable area. The Committee agreed to select a list of competitive airports. It was suggested that fuel prices could be lowered for fly-ins. A discussion ensued

regarding signage listing fuel prices, including a 32" monitor in the window of the FBO. It was suggested that the prices could be listed and guaranteed on AIRNAV.

ADJOURNMENT

Having no further business, the meeting adjourned at 12:57 P.M.