

October 14, 2014

2:00 PM

Newport, Oregon

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, Susan Reese, Mark Watkins, Ralph Grutzmacher, and Ken Brown; committee member Debra Smith and City Council liaison Ralph Busby had previously advised they would not be able to attend. Also in attendance were: City Manager Spencer Nebel, Engineering Technician/Airport Project Director Melissa Román, Airport Operations Manager Lance Vanderbeck, 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 August 26, 2014 minutes.
Motion was made and seconded to approve the minutes of the August 26, 2014. The motion passed on a unanimous voice vote.
- III. Announcement of the closure of the USCG air station.
Nebel advised there will be a public meeting with City, County, and Port of Newport officials on Monday, October 20th at 5:30 PM at the community college. He also advised he will be meeting with USCG command personnel from Seattle, and Federal representatives, tomorrow (Wednesday) to further discuss the closure. Nebel encouraged all to write or call their congressional representatives as well. Grutzmacher suggested those interested could “message” the Commandant of the Coast Guard, Admiral Paul Zukunft, on his Facebook page with comments regarding the closure.
- IV. Airport Celebration
The grand re-opening of the airport is slated for October 18th. Nebel advised he did not hear back from FEMA regarding their attendance at the event. Román said all the invited vendors have advised they will be attending. In the event of inclement weather, plans have been made for indoor activities. The official ribbon cutting will be at 11:30 AM.
- V. Update on construction activities
Román provided an update on the construction project, noting it is possible the project will be completed ahead of deadline and under-budget; however, official numbers are not in yet.

VI. Long-range planning process

Nebel said the airport task force process is being postponed until after the elections in November, probably after the first of the year. He referred to seven specific planning issues noted in his memo to the committee (refer to the meeting packet) that the committee should prioritize. Regarding Minimum Standards, he advised we will use the January 2014 document that had been prepared by Doug Nebert, and move forward from that document. He requested the committee start reviewing the document at the next meeting, and work on bringing it to a conclusion. (Fuller will email committee members the document in MS Word format). Bertuleit asked about the Master Plan RFQ process; Román advised she has sent it to FAA for their input and is still waiting for a reply. She hopes to move forward after the end of the year. Grutzmacher suggested using NFPA (National Fire Protection Association) standards for construction since they are updated frequently. Román said she has reviewed this issue with the interim City of Newport Fire Chief Rob Murphy and will continue to do so. Vanderbeck distributed airport operations report for the month of September 2014. (This document was not available at the time the meeting packet was distributed; it is therefore attached to the minutes as information).

VII. Committee Comments

Watkins urged contacting NOAA about relocating their Twin Otter aircraft from Monterey, California to Newport Airport. Nebel said the City wants to pursue the Coast Guard issue first. Grutzmacher asked about T-hangar construction plans as mentioned in the proposed airport business plan. Román said FAA does not currently fund hangar construction; Vanderbeck said there appears to be a demand for additional hangars. Román estimated the cost of ten T-hangars to be around \$500,000 if the project involved engineering costs, prevailing wages, etc. Knott suggested it may be possible to construct hangars for less since FAA would not be involved.

VIII. Public Comments

Jim Shaw asked why the airport construction contractor is not providing the food for the grand reopening event; he noted at the NOAA facility opening the contractor provided food. Regarding the Coast Guard closure, he said when he worked for the Federal government it was not unusual to close the largest tourist draws to get additional funding if needed; perhaps this is the strategy here. Shaw said that, regarding the memorial to Doug Nebert, he (Nebert) had started the flying club and now that the airport has a flying club perhaps this could be brought up at the reopening ceremony, and went on to stress the importance of getting youth involved in flying. Nebel and Román advised there will be several youth-oriented activities at the reopening event.

IX. Develop next agenda
Business plan, Minimum Standards.

X. Adjourned at 3:30 PM.