

January 8, 2019
2:04 p.m.
Newport, Oregon

The Airport Committee met on the above date in Conference Room A at City Hall, 169 SW Coast Highway.

In attendance were Committee Members Mark Watkins, Ralph Busby, Jim Shaw, Jeff Bertuleit, Ken Brown and Terry Buggenhagen. Also in attendance were Airport Director Lance Vanderbeck and Deputy City Recorder Gloria Tucker. Absent was Committee Member Susan Reese Painter.

APPROVAL OF MINUTES

MOTION was made by Shaw, seconded by Busby, to approve the minutes of the November 30, 2018 meeting. The motion carried unanimously in a voice vote.

DISCUSSION/ACTION ITEMS

Rural Air Service Discussion

Vanderbeck introduced the Rural Air Service discussion item. He explained Boutique Air is the only provider to enter a proposal. He said they would need a ticket booth at the counter, and it would take two to six weeks to get service up and running. The proposal estimates need for a \$500,000 subsidy. Vanderbeck said the grant that would provide \$500,000 for rural air service has a 10 percent match, so the city would have to fund \$50,000.

Watkins said there were a lot of questions not answered in the proposal, and Busby suggested listing questions for Vanderbeck to ask of Boutique before the next airport committee meeting.

Questions included

- How Boutique would share aircraft and crew with Pendleton or other cities?
- What is the minimum passenger load to operate the service?
- What PART Certificate does Boutique operate under?
- Is Boutique obligated to buy fuel from the airport?
- Can Boutique offer more detail on the staffing plan for the ticketing and baggage handling?
- Is the aircraft available already?
- How does passenger parking work?
- Do they have any ideas for additional parking?
- Why is the fare so low?
- Do they have different aircraft other than the ones in the proposal?
- How can Newport maintain service past one year?
- Can the airport receive ridership numbers?

Bertuleit asked Vanderbeck to check if the grant included any provisions for in-kind contributions.

The committee agreed to vote on a recommendation at its next meeting February. The consensus was that the proposal is worth pursuing.

OPERATIONS REPORT

Vanderbeck presented the Operations Report included in the Jan. 8, 2019 packet. He said he received an email from Oregon Aviation Industries Group (ORAVI), which wants to apply for a ROAR grant. ORAVI needs support of the communities it would operate an on-demand air service scheduling program in.

The committee agreed to support ORAVI as long as there was no cost to the city or any conflicts with current grants.

Vanderbeck said he met with city administration on lowering the minimums at the airport. He said administration would like the committee to recommend to council that city staff investigate the impact on local landowners if the minimums were lowered and the airport's Rural Protection Zone extended.

Watkins suggested that impact on landowners should not be part of the discussion. Busby said more studies were not needed when the Federal Aviation Administration was ready to lower the minimums.

MOTION was made by Busby, seconded by Watkins, to recommend requesting the Federal Aviation Administration lower the minimums. The motion passed unanimously in a voice vote.

Vanderbeck will present the recommendation to City Council at its next scheduled meeting.

Vanderbeck said in his update on Hertz, the City Attorney may need to get involved in order to get past due payment from Hertz.

MOTION was made by Watkins, seconded by Buggenhagen, to recommend the City Attorney start the collection proceedings on Hertz. The motion carried unanimously in a voice vote.

COMMITTEE COMMENTS

Busby said he and Bertuleit would meet with City Administration on lowering the minimums.

Bertuleit suggested hiring a real estate agent to market leasable land at the airport.

MOTION was made by Watkins, seconded by Buggenhagen, to recommend the City Manager look into soliciting representation of a real estate agent for the airport's leasable land. The motion carried unanimously in a voice vote.

ADJOURN

Having no further business, the meeting adjourned at 3:50 p.m.