



AIRPORT COMMITTEE AGENDA
Tuesday, June 14, 2016 - 2:00 PM
Newport City Hall Conference Room A
169 SW Coast Hwy., Newport, OR 97365

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder at 541.574.0613.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

3.A. April 12, 2016 draft minutes
[April 12 2016 draft minutes.pdf](#)

4. DISCUSSION/ACTION ITEMS

4.A. Consultant information regarding Airport Master Plan

4.B. Continue discussion of long-term staffing at the airport

5. OPERATIONS REPORT

May 2016 Ops Report

5.A. Oregon Aviation Board Meeting summary

[Oregon Aviation Board update April 22 2016.pdf](#)

6. COMMITTEE COMMENTS

7. PUBLIC COMMENTS

8. DEVELOP NEXT AGENDA

9. ADJOURN

Airport Committee Agenda Item Report

Agenda Item No. 2016-188

Submitted by: Bob Fuller

Submitting Department

Meeting Date: June 14, 2016

SUBJECT

April 12, 2016 draft minutes

Recommendation:

ATTACHMENTS

- [April 12 2016 draft minutes.pdf](#)

April 12, 2016

2:30 PM

Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A, Newport City Hall. In attendance were: Committee members Jeff Bertuleit (committee chair), Mark Watkins, Ralph Grutzmacher, Susan Reese-Painter, and Ken Brown. Also in attendance were: City Manager Spencer Nebel, City Council liaison Ralph Busby, Airport staff Lance Vanderbeck, and Committee staff Bob Fuller (Public Works).

1. The meeting was called to order by committee chair Bertuleit at 2:05 PM.
2. Roll Call
3. Approval of Minutes:
 - a. Motion was made and seconded to approve the draft minutes from the March 8, 2016 meeting. The motion passed on a unanimous voice vote.
4. Discussion/Action Items
 - a. The agenda was modified: At this time, Captain Alex Fugate of the 270th Air Traffic Control Squadron of the Oregon National Guard gave a presentation regarding their upcoming mobile air traffic control training to be held at the Newport Airport, August 9-12, 2016. Committee members were interested in the event as an opportunity to generate interest in the airport. Vanderbeck will work with squadron staff to provide press and related publicity materials as appropriate.
 - b. Discussion of airport staffing
 - i. Nebel advises he will have more information from the Master Plan process regarding airport priorities and comments from the consultant. This will impact any staffing modifications at the airport.
 - ii. Bertuleit said he thought the airport would need a person with expertise in the development of the property and recruiting businesses. Nebel said it may be possible to do this on a contractual basis, but he did not think this would be through another RFP process.
5. Operations report (included in packet)
6. Committee comments
 - a. Bertuleit advised he will not be here for the May meeting.

7. Public comments

- a. Jim Shaw asked about progress on the barbeque platform. Nebel said this is a pending budget item for airport capital outlay program. Vanderbeck said he will be talking to the City building inspector about various code requirements for any of the several proposed structures.

8. Develop next agenda

- a. Continued discussion of long-term staffing at the airport.
- b. Consultant information regarding the Master Plan.

9. Adjourned at 3:25 PM.

DRAFT

Airport Committee Agenda Item Report

Agenda Item No. 2016-190

Submitted by: Bob Fuller

Submitting Department City Manager's Office

Meeting Date: June 14, 2016

SUBJECT

Consultant information regarding Airport Master Plan

Recommendation:

ATTACHMENTS

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Airport Committee Agenda Item Report

Agenda Item No. 2016-191

Submitted by: Bob Fuller

Submitting Department City Manager's Office

Meeting Date: June 14, 2016

SUBJECT

Continue discussion of long-term staffing at the airport

Recommendation:

ATTACHMENTS

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Airport Committee Agenda Item Report

Agenda Item No. 2016-311

Submitted by: Bob Fuller

Submitting Department City Manager's Office

Meeting Date: June 14, 2016

SUBJECT

Oregon Aviation Board Meeting summary

Recommendation:

ATTACHMENTS

- [Oregon_Aviation_Board_update_April_22_2016.pdf](#)

OREGON AVIATION BOARD MEETING

PORTLAND INTERNATIONAL AIRPORT APRIL 22, 2016

Director's Update – Mitch Swecker presented a slide show to the Board on the Monthly Business Report. Discussed 2015 -2017 Biennium revenues and expenditures. Brought down fuel revenue, seeing a small incline in AV gas sales, and a small down turn in Jet fuel sales. Talked about ODA maintaining its current cash balance. Gave a brief on State owned airports profit and loss by airport. Touched on search and rescue cumulative totals. Briefs on aircraft registration, pavement maintenance program, and general aviation entitlement – House Bill 2075 Grant.

Umbrella Rule HB 2075 & HB 2075 Project List – The Department of Aviation, Chapter 738, Division 124, Procedures for grants associated with ORS 319.020 Section 7. These rules shall implement 2015 HB 2075 by adding language how revenues derived from monies associated with the fuel tax increase shall be distributed by the Department. Monies derived from this fuel tax increase shall be known as the Aviation Assistance Fund. Five percent of the amounts in the Aviation Assistance Fund are appropriated to the Oregon Department of Aviation for the costs of the Department and the State Aviation Board in administering the grant programs.

The remaining ninety-five percent of the amounts in the Aviation Assistance Fund shall be distributed with fifty percent of the amounts described for the following purposes:

- A. To assist airports in Oregon with match requirements for Federal Aviation Administration Airport Improvement Program grants.
- B. To make grants for emergency preparedness and infrastructure projects, in accordance with the Oregon Resilience Plan, including grants for emergency management plan development, seismic studies and emergency generators and similar equipment.

To make grants for:

- i. Services critical or essential to aviation, including, but not limited to, fuel, sewer, water and weather equipment.
- ii. Aviation-related business development, including, but not limited to, hangars, parking for business aircraft and related facilities.
- iii. Airport development for local economic benefit, including, but not limited to, signs and marketing.
- iv. Priority in distributing grants shall be given to projects for which applicants demonstrate a commitment to contribute the greatest amounts toward the costs of the projects to which the applications relate.

Twenty-five percent of the amounts described in subsection (4)(iv) of this section shall be distributed for the purpose of assisting commercial air service to rural Oregon.

Twenty-five percent of the amounts described in subsection (4)(iv) of this section shall be distributed to state-owned airports for the purposes of:

- a) Safety improvements recommended by the State Aviation Board and local community airports.
- b) Infrastructure projects at public use airports.

Next is a list of potential State projects to be funded with HB 2075

2016	Estimated Available Funds		\$730,000	
Airport	Proposed Project	Estimated cost		Estimated Remaining Funds Balance
1	Crescent Lake	Minor repairs to runway in order to open	\$20,000	\$710,000
2	Crescent Lake	Engineering to reconstruct runway or convert to gravel	\$60,000	\$650,000
4	Independence	Install 2 automatic gates	\$37,000	\$613,000
3	Independence	Drainage improvements	\$40,000	\$573,000
5	Prospect	Obstruction removal	\$60,000	\$513,000
5	Cascade Locks	Restroom Removal	\$5,000	\$508,000
3	Wasco	Sweep and repair access road/taxilane	\$35,000	\$473,000
7	Aurora	Ramp Light Repairs	\$13,000	\$460,000
1	Cottage Grove	Sacrificial Anodes & Complete Tank Inspection	\$25,000	\$435,000
1	All Airports	Zero Turn Radius Mower	\$8,000	\$427,000
1	All Airports	Lights and Radios for Operation Vehicles	\$12,000	\$415,000
8	ODA Main Building	Repave Maintenance Parking Lot	\$80,000	\$335,000
1	ODA Main Building	Fiber connection to better access state airports	\$25,000	\$310,000
2016 Total		\$420,000		
2017	Estimated Available Funds		\$820,000	
Airport	Proposed Project	Estimated cost		Estimated Remaining Funds Balance
1	Crescent Lake	Reconstruct Runway	\$750,000	\$380,000
2	Crescent Lake	Obstruction Removal	\$45,000	\$335,000
3	Wakonda Beach	Obstruction Removal, may require additional easements	\$40,000	\$295,000
4	Bandon	Gorse Removal	\$20,000	\$275,000
3	ODA Main Building	Replace Roof	\$240,000	\$35,000
2017 Total		\$1,095,000		
2018	Estimated Available Funds		\$830,000	
Airport	Proposed Project	Estimated cost		Estimated Remaining Funds Balance
Pacific City	Repave Tie-downs PCI 58 (30000sqft)	\$145,000		\$720,000
Toledo	Reconstruct ramp PCI 0 (55000sqft)	\$250,000		\$470,000
Pacific City	Obstruction removal	\$30,000		\$440,000
Pacific City	Replace Tide Gate	\$25,000		\$415,000

Wasco	2" AC Mill and Replace access road/Taxilane 138000sqft	\$415,000	\$0
2018 Total		\$865,000	

Cascade Locks – The City of Cascade Locks has approached the State about shutting down or moving the airport at Cascade Locks. The Board did not come to a conclusion on this issue.

Draft of Annual Report – Here is the web address to the 23-page draft from the Oregon Department of Aviation.

http://www.oregon.gov/aviation/docs/meetings/AVB_16_04_22_DRAFT1_FY15_Annual_Report.pdf

Redhawk AP Final - The purpose and need for the proposed airspace.

This Airspace Proposal, in conjunction with the Oregon Military Training Airspace EIS, proposes the establishment of a new over-land Redhawk MOA Complex which is needed by the 142d Fighter Wing as a “weather contingency” airspace to enable air-to air training when weather or sea states restrict overflight of the coastal airspace areas. The location, size and proximity of this airspace will ensure that the 142 FW will be able to maintain proficiency and training requirements in preparation for combat against emerging technologies of adversary aircraft.

In conclusion it was great be able to attend the State Aviation Board meeting. There was a lot of good information on upcoming grant opportunities such has House Bill 2075, State wide fuel trends, and making new connections with a few aviation businesses that also gave presentation during the meeting. I look forward to attending future State Aviation Board meetings. Here is the web address for the State Aviation Board

http://www.oregon.gov/aviation/Pages/Aviation_Board_Members.aspx

The next State Aviation Board meeting will be held Monday, May 16, 2016, from 9:00 a.m. to 2:00 p.m. at Lincoln City, Oregon at the Salishan Spa & Resort in the Lincoln/Pine Conference Room.

Thank you for your time,

Lance Vanderbeck
City of Newport
Airport Operations & Administration Manager.