

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