

December 8, 2015

2:00 PM

Newport, Oregon

The City of Newport Airport Committee met on the above date at the Newport Airport conference room. In attendance were: Committee chair Jeff Bertuleit, committee members Susan Painter, Gary Baker and Ken Brown. Committee members Mark Watkins and Ralph Grutzmacher were not in attendance. Also in attendance were: City Manager Spencer Nebel, City Recorder Peggy Hawker, City Council liaison Ralph Busby, Airport staff Lance Vanderbeck, and Committee staff Bob Fuller (Public Works). Also in attendance in response to the invitation regarding the RFP process were Tony Hann of Infinite Air Center at Albany Municipal Airport, and Eric Mercado of Aviation Career Services

- I. Call to order.
The meeting was called to order at 2:10 PM by Committee chair Jeff Bertuleit.
- II. Roll call.
- III. Approval of November 10, 2015 minutes.
Motion was made and seconded to approve the November 10, 2015 minutes; motion passed on unanimous voice vote.
- IV. Overview of RFP process
 - a. Nebel reviewed the FAQ sheet (handout) regarding questions that have been received by the City pertaining to the RFP for Airport Operations.
 - b. Nebel reviewed the recent history of the airport, including air services and management issues.
 - c. Nebel advised responses to the Airport Operations RFP are due by 3 PM on January 6th, 2016.
- V. Discussion with potential RFP responders
A lengthy discussion ensued regarding the RFP conditions and terms, leases, and other operational issues. Hawker advised a detailed response to today's Q&A session will be posted on the City's website: newportoregon.gov.
- VI. Public comments: None
- VII. Develop next agenda: Review RFP responses received.
- VIII. Adjourned at 3:50 PM.