

January 25, 2011
Noon
Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A of the Newport City Hall. Present were Jim Churchwell, Mark Watkins, Jim Hawley, and Curt Fewkes. Also in attendance were Airport Director Gene Cossey, City Manager Jim Voetberg, City Recorder/Special Projects Director Peggy Hawker, Mayor Mark McConnell, and Councilor Jeff Bertuleit. Also in attendance were Larry Johnson, Walter Sherman, and Steve Schuster.

APPROVAL OF MINUTES – NOVEMBER 16, 2010

MOTION was made by Churchwell, seconded by Watkins, to approve the minutes of the meeting of November 16, 2010. The motion carried unanimously in a voice vote.

MEMORIAL FOR NORM WINNINGSTAD – DISCUSSION

A discussion ensued regarding an airport memorial honoring Norm Winningstad. Ideas put forth included renaming of the airport or airfield, renaming of the FBO, and renaming of the street, or a portion of the street, leading from Highway 101 to the airport. McConnell noted that funds had been received from the City of Mombetsu for a memorial for Winningstad. He added that he had been in communication with the family and has asked that they communicate, in writing, their thoughts on a memorial. MOTION was made by Watkins, seconded by Fewkes to direct staff to find out how to change the name of the street or to add a tag to the 84th Street designation. Fewkes noted that he would prefer to change the name of the street, rather than adding a tag. Voetberg noted that the street coming off of 84th Street, at the turn, could be renamed Winningstad Memorial Drive or whatever the Committee recommended. The motion carried unanimously in a voice vote. It was noted that this be the recommendation to the City Council if not barriers were found to the renaming of the street.

TEMPORARY SERVICE PROVIDER AGREEMENT – CONTINUED DISCUSSION

Cossey noted that there had been minor changes to the previously distributed temporary service provider agreement. Cossey reported that Joelle Briggs, from the FAA, supports the agreement. Cossey added that the agreement will be forwarded to City Council, as a part of a report, at the next Council meeting. He added that he would like to include the Airport Committee comments as a part of the report. Cossey stated that the agreement is necessary to maintain a level playing field and to comply with FAA regulations and grant assurances. Fewkes noted that the percentage paid to the airport should be going forward over \$50,000. Cossey agreed that parts should not be included in the total prior to the airport percentage kicking in. Watkins stated that he does not want to squash the ability to develop the airport. Sherman asked what FAA regulations and grant assurances are currently being violated, and what

problem is being solved by the institution of this agreement. Cossey noted that the agreement would apply to people and businesses having no other agreement with the airport. MOTION was made by Fewkes, seconded by Churchwell, to approve the agreement changing the amount of \$50,000 to "in excess of \$100, 000," and excluding parts. The motion carried in a voice vote with Watkins voting no. Fewkes noted that doing nothing creates liability, and that the airport need something that defines the rules and the way it does business. MOTION was made by Watkins to eliminate the requirement for commercial auto liability insurance of \$1,000,000. The motion died for lack of a second. Cossey explained the insurance requirement, and Voetberg noted that some of the requirements are recommendations from the city's insurance provider.

AIP PROJECT STATUS

Cossey reported that the beacon tower foundation is in place, and that the project is currently on hold due to allowable work days. He noted that he anticipates work will begin anew at the beginning of February. Sherman asked to view a copy of the plans and specifications for this project.

FLYONP MARKETING CAMPAIGN REVIEW

Cossey reported that banners have been placed around the community. He added that radio ads are being aired. Watkins stated that he would follow up with the Chamber of Commerce regarding marketing. Cossey noted that the flyer was included in the last Chamber mailing. Sherman stated that Dennis Reno has copyrighted "FLYONP." Watkins suggested that the ONP logo be placed on all Destination Newport Committee brochures.

EXECUTION OF BUSINESS FBO AND AIRPORT BUSINESS PLAN

Cossey reported on activities associated with the business plan. He noted that work is underway on water and sewer to the airport; a cooperative ad campaign; and a seasonal reduction in hours for the temporary administrative assistant. He added that he is working on obtaining rental car service for the airport; will place the volunteer opportunity list on the website; working with the FAA on a capital improvement project list; and an upgrade to runway 34/16. A discussion ensued regarding airport minimums.

SEAPORT UPDATE

Cossey reported that it is anticipated the subsidy for SeaPort will run out on April 1, 2011, and that he is working with SeaPort on post-subsidy agreements. He added that a voucher program is being developed. McConnell reported that the Consortium will be meeting on February 4, 2011, at 10:00 A.M.

FUTURE GRANT OPPORTUNITIES AND FUNDING UPDATE

Cossey reported that he is looking for grant opportunities. Watkins asked when the airport last applied for an economic development grant. Watkins asked whether Cossey had thought about projects to increase activity at the airport.

ELECTRICAL SAVINGS PLAN FOR FBO

Watkins asked that Cossey talk with staff about turning off lights that are not in use.

DIRECTOR'S REPORT

Cossey distributed financial status reports, and noted that he would try to have more detailed information at the next meeting.

COMMITTEE COMMENTS

Watkins noted that he had a list of interesting and relevant publications.

ADJOURNMENT

Having no further business, the meeting adjourned at 1:40 P.M.