

July 12, 2016

2:00 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 chair Jeff Bertuleit, committee members Ralph Grutzmacher, Susan Reese-Painter, and Ken Brown. Mark Watkins was not in attendance. Also in attendance: 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 Jeff Bertuleit at 2:06 PM.
2. Roll Call
3. Approval of Minutes: Motion was made and seconded to approve the draft minutes from the June 14, 2016 meeting. The motion passed on a unanimous voice vote.
4. Discussion/Action Items
  - a. FAA Hangars Notice of Final Policy
    - i. Vanderbeck advised the policy will take effect August of 2017. He said he did not see any glaring issues at the airport regarding the policy.
  - b. Air National Guard training visit scheduled for August 2017
    - i. Grutzmacher asked if there had been any movement regarding getting youth involved somehow in this event. Vanderbeck said he had talked to Air Guard personnel who advised they would contact him after talking to command staff to determine if this was appropriate for the training event. As of this date he has not had any further response. The committee approved Grutzmacher's suggestion that he go ahead and contact command personnel regarding a recruiter at the event. If he gets a reply, he will forward any contact information to Vanderbeck.
  - c. Additional staffing at airport
    - i. Nebel said the City Council unanimously accepted the committee's recommendations regarding long-term staffing needs at the airport.

5. Operations report

- a. Vanderbeck reviewed the monthly operation report, included in the packet.
- b. He noted there was a shortage of storage space for some of the maintenance equipment; Grutzmacher suggested purchasing a shipping container; Brown said Les Schwab in Prineville has several available, the cost is about \$1200 plus \$900 shipping.

6. Committee comments

- a. Bertuleit suggested staff research the possibility of offering discount pricing for volume purchases of fuel; Grutzmacher suggested offering gift cards (for local business or similar) to employees/pilots for purchasing large amounts of fuel, as an incentive.
- b. Nebel requested Vanderbeck look into the possibilities of these and similar sales incentives.
- c. Reese-Painter said the next task force meeting is August 3<sup>rd</sup> and she said there would be a report regarding this meeting at the next committee meeting.
- d. Bertuliet asked if there had been any inquiries from contractors regarding building hangars. Vanderbeck said it is a challenge to find qualified contractors; also there are water issues and building codes issues.
- e. Motion was made and passed to hold the next meeting at the airport.

7. Public comments

- a. Jim Shaw advised he had several comments for the committee.
  - i. He said no progress had been made on the barbeque area shelter.
  - ii. Doug Nebert's memorial tree had been damaged and has been replaced.
  - iii. The drone demonstration has not been scheduled. The Sheriff's Office will do it if the National Guard requests same.
  - iv. Local pilots group is willing to host Boy Scouts groups as an intro to aviation but has not had any replies from the Boy Scouts.
  - v. Shaw said he would like to see dollar amounts on fuel sales rather than just the gallons sold; Bertuleit said this has been considered in the past but there were too many variables involved to get an accurate number.

8. Adjourned at 3:15 PM.