

July 14, 2015

2:00 PM

Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A of Newport City Hall. In attendance were Committee members: Committee chair Jeff Bertuleit, Susan Painter, Mark Watkins, and Ralph Grutzmacher; Debra Smith, Gary Baker, and Ken Brown were not able to attend. Also in attendance were: City Manager Spencer Nebel, City Council liaison Ralph Busby, airport staff Lance Vanderbeck, and Committee staff Bob Fuller (Public Works).

- I. Call to order.  
The meeting was called to order at 2:00 PM by Committee chair Jeff Bertuleit.
- II. Roll call.
- III. Approval of June 9, 2015 minutes.  
Motion was made and seconded to approve the minutes of the June 9, 2015 meeting. The motion passed on a unanimous voice vote.
- IV. Operations Report-Lance Vanderbeck (handout attached herein; agenda item moved up from item VII). Some brief highlights:
  - a. Vanderbeck advised the Oregon Pilots' Association was a great success, the participants were pleased with the venue. There were many planes parked at the airport using just about all available space.
  - b. The bi-plane "scenic rides" pilot/owner signed a short-term lease with the City to "test the waters".
  - c. There were a record number of rental cars contracted in June.
- V. Discussion of RFP for Operational Services  
Nebel advised the discussion would be around two RFP options: Airport and FBO operations (combined) or FBO only. The committee consensus was to craft the RFP for the combined airport and FBO operations. Nebel said he will have the final RFP draft ready for the next committee meeting in August.
- VI. Part 139 Certification discussion  
Nebel briefed the committee on the recent FAA surveillance inspection, which went well. He recommends continuing with Part 139 process through the Master Plan process and re-evaluate at a later time.
- VII. Update on hangar leases

Nebel reported that City Recorder Peggy Hawker is continuing to obtain signed leases.

- VIII. Potential of development of the open acreage at airport entrance  
Vanderbeck briefed the committee using the airport layout plan, with a zoning map. The front area in question is zoned “non-aviation related businesses” as defined in the Newport Municipal Code for the airport. Busby advised this will probably be a point of discussion during the upcoming Regional Task Force meeting. Nebel would like to look further at the actual airport boundaries in order to re-define and narrow down areas open for development for the Master Plan process.
- IX. Combining electric meters at the hangars  
Vanderbeck advised he contacted Central Lincoln PUD; a PUD engineer will need to assess the meters for amperage prior to any move to consolidate. Current costs run about \$23 per month per meter, a single large meter could cost \$112 per month or more depending on meter size. There may or may not be a savings.
- X. Trail repair at site of damage from pump station incident  
Vanderbeck said it is likely the Buccaneer Rampage group will repair the trail at this location because it is part of the trail run.
- XI. Committee comments: None
- XII. Public Comments
- a. Jim Shaw requested a cabinet of sorts for the BBQ group to hold supplies.
  - b. Shaw also advised the planned demonstration of the LCSO drone during the OPA event didn’t go off as planned; the Sheriff’s Office said it could only be used for “official business”.
  - c. Shaw said the Doug Nebert memorial tree has suffered due to apparent lack of water and may need to be replaced. He suggested possibly airport/FBO staff could dump a gallon of water on the tree site weekly during this period of no rain.
- XIII. Meeting adjourned at 3:50 PM.