

June 9, 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, Debra Smith, Susan Painter, Mark Watkins, Ralph Grutzmacher, and Gary Baker; Ken Brown had previously advised he would not be 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 May 12, 2015 minutes.

Motion was made and seconded to approve the minutes of the May 12, 2015 meeting. The motion passed on a unanimous voice vote.

IV. Memo from City Manager

A. RFP Process: Update

Nebel provided handout: Outline of Preliminary Provisions for a Request for Proposals to Operate the Newport, Oregon Municipal Airport (included in packet). He said the committee has three options for recommendations on this process: Proceed with RFP for FBO and airport operations, dividing FBO from operations, and not pursuing privatization but opting for municipal management. He noted Section 7 of the document addresses options for the operator. He said the City will not know the subsidized amount until we see the actual proposals.

A discussion ensued regarding the various options and concerns. Following the discussion, the Committee passed the following motion on a unanimous voice vote:

“Recommend that the Newport City Council authorize the issuance of a Request for Proposals (RFP) to solicit proposals for the operation of the Newport Airport in an attempt to obtain a full-service fixed base operator (FBO) and for management of airport facility operations.”

B. Airport Hangar Leases

Nebel advises all T-hangar “swaps” must have appropriate lease papers on file with the City Recorder. Peggy Hawker is preparing paperwork and forms. (Note: Mark Watkins had to leave the meeting at 3:15 PM).

- V. OPA Fly-In
Vanderbeck advises about 100 people are expected for the event. Most activities will be held in the main hangar. (Note: Debra Smith had to leave the meeting at 3:25 PM).
- VI. ONP Operations Report (included in packet)
- VII. Committee comments
Baker reported the Newport Flying Club now has ten members and four teenage students and an insured aircraft. They will be meeting today at 5:30 PM. Grutzmacher said the Eugene Airport is looking at a regionalization plan which would include the Newport Airport. This could potentially be an issue for the Regional Task Force. There’s been no movement or information yet, but he suggested there is a need to be more active at the State transportation level.
- VIII. Public comments
 - a. Jim Shaw again offered any assistance needed for the OPA event; also advised a header is needed for the BBQ location; and there will be a demonstration of the Lincoln County Sheriff’s
 - b. Doug Hahn said the committee and the City need to consider what it is that the City expects of the airport. He said this question needs to be addressed to better understand any proposals or plans for the airport. He does not recall ever seeing this defined.
- IX. Develop next agenda
 - a. Bertuleit: Is there a way to combine electric meters at the hangars?
 - b. Bertuleit: What is the potential of development of the open acreage at the airport entrance?
 - c. Bertuleit: Trail repair is needed where the trail was damaged by an incident at the pump station.
- X. Adjournment: The meeting was adjourned at 3:50 PM.