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## MEMO

DATE: August 27, 2014  
TO: Mayor and City Council  
FROM: Spencer Nebel, City Manager  
SUBJECT: Status Report for the time period of August 25 – September 19, 2014

### HIGHLIGHTS OF ACTIVITIES:

Highlights of activities during the past 4 weeks ending September 19, 2014:

- Participated in the August 25 Special City Council meeting to review resumes and proposals for City Attorney.
- Ted Smith, Tim Gross and I met on a conference call with Speer-Hoyt to discuss the issues of public contracting if the Library Foundation were to directly contract for some of the improvements to the Library. The end result of that meeting was that the foundation would need to meet all the purchasing requirements of a municipality if it were contracting for building contracting activities at the Library. Since this is the case, it is probably best that the city administer any physical improvements to the Library. Speer-Hoyt did not see a problem with the foundation directly buying and giving to the Library equipment and other types of things that are not physically part of the Library building.
- Participated in Emergency Planning Committee meeting with staff.
- Held an Airport Staff meeting.
- Met with the Visual Arts Center Steering Committee to conclude the governance discussions. The next issue we will be working on will deal with financial operations of the Visual Arts Center.
- Participated in an Airport Committee meeting; the Airport committee advised the City Council to seek letters of interest from potential private operators of the Airport. I will be pulling together the necessary information that will likely be requested from potential private operators in determining their specific interest in the operations of Newport's Municipal Airport, based on the City Council's subsequent action on this recommendation.

- Met with Rich Richman regarding concerns over the South Beach Urban Renewal District construction plans. Rich Richman echoed the concerns previously expressed by other neighbor property owners about the need for improvements to S.E. 40<sup>th</sup>/101 intersection in order to address safety, enhance the marketability, and increase tax base of the properties at that intersection. I indicated that the City Council will be reviewing the Urban Renewal Plan; however, the plan that the Urban Renewal Agency and the City Council has been working with has been established with substantial amount of property owner input. The Urban Renewal Plan calls for improvements to the 40<sup>th</sup> Street intersection at a later phase of the project.
- Prepared agenda materials for the September 2 City Council meeting.
- Met with Police Chief Mark Miranda in our weekly meeting.
- Met with Acting Fire Chief Rob Murphy in our weekly meeting.
- Met with the representatives of the Firemen's Association to discuss our negotiations schedule. The contract expires on June 30, however both the city and association agreed to hold off on negotiations until a number of issues were resolved including filling the HR position for the city .
- Chief Miranda and I met with County Legal Counsel Wayne Belmont and Lieutenant Curtis Landers of Sheriff's Office regarding the plans for installing a court house radio repeater to address dead spots in the police radio system. The Sheriff's Department has applied for funding that may cover the expenses of moving forward with another repeater system to benefit the various areas of Newport. They expect to have an announcement on whether this is going to be funded before the end of this month, with funds being available at the beginning of October. This will be a good thing if the gaps in the radio coverage that would potential affect handheld units can be address through this grant.
- Met with Wendy Engler, Kathy Cleary, and Jody George to discuss concerns regarding the Nye Beach overlay review. As with any public policy issue there are a varied opinions as to the size and scope of redevelopment projects that should occur in the Nye Beach area. I suggested that Wendy and the other members of the group that favor smaller developments versus larger developments put together a position paper for the Nye Beach Overlay Review Task Force that clearly outlines their view point and their concerns to determine how this could fit into an overall plan to renew the design overlay provisions for Nye Beach. This would help other members of the committee clearly understand their position and their opinion that redevelopment is sustainable on a smaller scale in Nye Beach. I did indicate to Wendy that with any collective process there are always a variety of opinions and views, and ultimately the committee will provide input to the Planning Commission who will then put together a recommendation for the City Council's consideration on the renewal of overlay district. Wendy also indicated that she is aware that any major changes to the provisions are probably not timely at this point; however, she believes that it might be in the city's interest to conduct long-term visioning process to create a strategic plan as to what the vision of Nye Beach is for the next ten or twenty years. Based on the strategic plan, a more significant upgrade of the overlay revisions could be considered at a later date if necessary.

- The City Hall conference rooms were used by the Newport Port Authority for interviews for their Finance Director. In addition, Mike Murzynsky participated on the port's technical panel as part of the interview process.
- I was off most of the afternoon of Friday, August 29 to pick up Angela's niece at the Portland Airport.
- City Hall was closed September 1 in observation of Labor Day.
- Held a routine department head meeting.
- Met with Mayor Roumagoux to review the City Council agenda for the September 2 meeting.
- Participated in the KCUP morning radio show. Cheryl Harle has had me on her show on a monthly basis.
- Had a meeting to review the city's Special Event Permit process. This is an area that I want to work towards better clarification of those types of events that need a Special Event Permit verse. I do believe that we are processing permits on things that we may not need to be dealing with. Furthermore, we end up getting into a bit of a bureaucratic delay in dealing with certain events since we do not have adequate information on what they are actually proposing to do or there are specific issues that come up from some of the departments that need to be addressed. I would like to improve the process in order to move these types of issues along more definitively and expeditiously.
- Lance Vanderbeck and I met with representatives of Transportation Security Administration (TSA), Wayne Hall and Michelle Millay, regarding air security at municipal airports. The TSA does not have any direct authority over airports that do not have scheduled passage services, but indirectly they work to inform airports and the pilot community to beware of potential threats that could occur from the smaller airports and to report any suspicious activity directly to the TSA. They left materials for us to have available for review for pilots and other individuals who are at the airport on a regular basis.
- Rob Murphy, Derrick Tokos, Peggy Hawker and I met at the Northside Fire Station in order to review its adequacy for hosting the Town Hall meeting scheduled for September 29. If we get a large crowd we will have the ability to overflow outside through the open garage doors and still have people be able to hear and see the meeting. We are making arrangements for a public address system and will have the capability of using a projector with the image being on the wall for our presentations. We are planning the dedication of the Fire Hall at 5:30 P.M. with the Town Hall meeting occurring at 6:00 P.M. Monday, September 29.
- Along with members of the City Council and department heads, I participated in the City Attorney interviews. I believe this process went well and I am hopeful that negotiations will be successfully completed so that the city will have a full-time City Attorney before the end of this year. This has the potential of being a significant resource to the city administration particularly with the critical need for the development of various internal policies, review of existing policies, and more legal input earlier in the process of developing recommendations for the City Council. I think the timing is good to continue our efforts to at improving the organizational process for the City of Newport.

- Participate in a weekly meeting with Richard Dutton on various IT issues.
- Derrick Tokos and I met with Wayne Belmont at Lincoln County to review the master plan for the county fairgrounds. The County is conducting outreach with various other interested parties. As you are aware, one of the potential projects in the city's preliminary plans for a Northside Urban Renewal District would be to provide some direct funding for the redevelopment of the fairgrounds site. One of the key components of the County's Master Plan is the creation of a multiuse facility that will be able to house fair activities and be versatile enough to host larger activities that currently cannot be accommodated within Lincoln County. This is a need that the County has heard on a regular basis throughout the development of this plan.
- Derrick Tokos and I have been meeting with a number of other taxing entities to discuss the potential implementation of the Northside Urban Renewal District. On September 5 Derrick and I held individual meetings with David Bigalow at the Samaritan Pacific Communities Hospital, County Commissioner Hunt at the County Court house (this meeting Derrick attended without me as I was unavailable to attend due to the Don Davis book signing) and Kevin Greenwood from the Port of Newport. Overall in these three separate meetings there seems to be a common agreement that the investment in the City Center to facilitate a higher use of the properties in this location would be a benefit to all the taxing entities that would sacrifice a portion of their future revenues as part of Urban Renewal Plan. It has been helpful for both Derrick and myself to also understand some of the other issues that are other taxing entities are looking at in the future.
- The Mayor and a number of City Council members, staff and I, participated in the Don Davis book signing at City Hall. This was a very nice event and is impressive to see the turn-out for Don after many years of retirement as City Manager. Don's almost three decades of service as City Manager to the City of Newport certainly led to the transformation of this community as the leader on the Pacific Coast of Oregon. I certainly extend my congratulations to Don on a very successful book signing event!
- Met with Tim Gross and Melissa Román regarding concerns over the design and specifications for the Fixed Base Operator Building renovation, as well as T-hanger drainage project. In both of these case, both Melissa and Tim have reservations as to the approach that was being proposed by the architect. It had been our goal to get these projects under contract so that some of that work could be accomplished this fall. Based on concerns with the design and specs, we have made a decision to pull this project for consideration for the fall. We also have indicated to the architect under contract that we will be terminating our relationship with him on this project and have requested copies of all documents prepared for this project as of this point. It is our plan to have the proposed approach reviewed by a qualified architect to modify the plans and specifications so that this project could be bid late this winter for construction during the 2015 construction season. There were too many questions and delays in getting the work completed on a satisfactory basis and it is better to reset the clock and take adequate time to make sure we end up with product that will address the problems and concerns for both the Fixed Based Operation Building and the T-hanger's drainage problems.

- I met with Lea Johnston to discuss her concerns that were shared with the City Council at the September 2 meeting. While the issue has been resolved for her neighbor, I tend to agree with Ms. Johnston that some of our policies and billing practices need to be reviewed and modified. This is one of the areas that I plan to focus on during the next few months. During my time as City Manager, I have dealt with many billing/policy issues. I do believe that we could craft a number of changes that would address some of the key complaints that I regularly dealt with, without compromising our ability to collect the necessary revenues for the operation of our water and sewer systems. I think that the city has had a tendency to implement individual changes without looking at how it comprehensively impacts the entire system. Furthermore, there is a lack of clear guidelines for dealing with a number of issues that should be fairly routine. This does create additional time burdens on the finance department staff, the Finance Director, the water department and myself from time to time. While it is impossible to address every issue that people have concerns about, I think there are a number of reforms that we can make to improve certain areas of our billing policies.
- Met with the City Manager's Performance Evaluation Sub-Group. We had a good meeting and I believe the group has done a good job pulling together an evaluation format that provides a good basis for reviewing my performance as City Manager and provide constructive feedback in areas that the Council would like to see handle in a different way.
- Derrick Tokos, Councilors Busby and Saelens, and I participated in a Business License Work Group meeting. At the request of the Business License Work Group, Derrick is providing draft policy changes for consideration by the work group. These will ultimately be forwarded with a recommendation for the City Council's consideration.
- Derrick Tokos and I met with County Commissioner Thompson on the Urban Renewal District. Commissioner Thompson was very pleased to hear that major focus will be spent on the congestion issues that occur on 101 on City Center area.
- I participate with the VAC Steering Committee on their initial discussion regarding the finance component for the VAC. This was a very preliminary discussion but since the governance issue has generally been completed this will be the focus of the Steering Committee next few discussions.
- Met with Rob Murphy regarding unplanned repairs on Fire Facilities. After reviewing the issue it was determined that there are available appropriated funds to address the repairs.
- A meeting of the Airport Committee had been scheduled however there was not a quorum present and the meeting was canceled.
- Met with Mark McConnell regarding various issues that are planned for the Performing Arts Center. It appears that the next improvements will be equipment purchases and not things that will be part of the building. The city's practice has been that if the projects are impacting the building itself then the city needs to be the lead. However, in this case the funding is private funding to improve the lighting system for the stage and with this system not being permanently installed in the building. The city does have an interest in assuring that the equipment purchase that have been made specifically for the PAC

remain with the building in the event that the city's relationship with OCCA would ever change at some point in the future. Mark was in agreement to have some sort of agreement between the city and OCCA that would address that issue.

- I traveled to North Carolina on Wednesday September 10 for the Annual International City/County Management Association Conference. I took Thursday, September 11 and Friday, September 12 as vacation days to visit family in Knoxville, Tennessee with the conference beginning Saturday, September 13. I appreciate the City Council excusing my attendance for the City Council meeting on September 15 and I appreciate Ted Smith very capably filling in for me as acting manager during my absences. I will include a report in my future status report on the sessions that I attended.
- Met with Chief Miranda at our regular weekly meetings. Chief Miranda will be on vacation over the next three weeks; Lt. Jason Malloy will be serving as acting Chief during Chief Miranda's absence.
- Met with Nyla Jebousek at her home regarding three specific issues. One is an ongoing complaint that Nyla has regarding a US Coast Guard house in her neighborhood that is currently occupied by individuals that she indicates have excessively loud vehicles. The police department and the Chief have reviewed this issue. According to the Police Chief the Coast Guard has indicated that mufflers have been placed back on the vehicles. I asked Nyla if she had heard these loud noises in the past week or so. She indicated that she can't remember being disturbed by the vehicles in the past few days. I told Nyla to continue to monitor the situation and let me know if there is an ongoing problem. Secondly, Nyla has express concern for some time regarding the English Ivy that is growing on many of the trees on the city owned property across from her home. She is particularly concerned that if the ivy ultimately kills the trees that stabilize the bank above Big Creek Road, there could be erosion/soil stability issues created. She is encouraging some sort of pilot project on trying to control the English Ivy at this location. I did do some research on English Ivy and the City of Portland's Rec Department has a project to try and eliminate English Ivy from the park system in the City of Portland. They utilize volunteers to tackle problems at various parts of the park system. Interestingly enough US 101 between Lincoln City and Newport is identified as an area with a high amount of the invasive English Ivy. The third area was in regards to confusion over individuals not being aware that San Bay O Drive narrows to a one lane road and makes a sharp corner and her home. Visibility is very limited and Nyla indicates that cars sometimes travel at an unsafe speed not fully aware of the sight limitations and narrow road. She believes there should be better signage to address this issue. One thing that the street department has done is to put up a "no outlet sign" just beyond the Subway Restaurant. Nyla appreciated that effort, however she believes there needs to be better advanced notice on the loop towards her house. I indicated that I would review that with Public Works.
- Met with Derrick on the environmental assessment for the acquisition of property in South Beach on the East side of 101. The city has conducted a level one and a level two environmental assessment of the site. The level one indicated the presences of several historic uses that required further evaluation. There was a former gas station facility on the site. The tanks were removed under an earlier project with the DEQ, formally closing out that site. There are some residual petroleum products in the soil in the area of the

fuel tanks that meet minimum standards for not being removed. If some sort of future building project or infrastructure project required these soils to be disturbed, they can be used on-site. If they are not used on-site, they need to be disposed of in an appropriate landfill. The area impacted by the contaminated soils is a relatively small portion of the lot. A second issue revolves around a storage tank that was part of a hydraulic lift in one of the buildings. Our consultant tested the sludge that was in this tank and it appears to be inert. We are going to ask that the property owner address the clean-up of this sludge and tank; otherwise no other concerns were reported in the level 1 and level 2 environmental assessments the city had conducted on the property. Also the city will be proceeding with a meeting among the various stakeholders with the Urban Renewal District to explain the minor revision of the plan that will need to take place in order for the city to purchase this site. We will conduct an informational meeting inviting various property owners to understand what the revision to the plan would be and to hear any specific concerns. Following this meeting, a formal public hearing would be held by the City Council to gain additional comments prior to making a decision to modify the Urban Renewal Plan and to acquire this property.

- Met with Richard Dutton on our weekly meeting on city IT issues.
- Derrick Tokos and I met with Lincoln County School Superintendent Steve Boynton and Rich Belloni to discuss the possibility of implementing an Urban Renewal District. The schools indicated that they see a need to try to address traffic and economic conditions in the City Center area. The schools indicated that they would like the city to consider including the school property next to the fairground as part of the Urban Renewal District boundaries, with a potential project of trying to resolve the traffic/students conflicts at this location. There was some discussion from the School Superintendent regarding whether the fairground are really the most appropriate location for fair activities and other events. I indicated that I would be happy to facilitate a discussion with the schools, the County, the city, and the public utilities district to discussion various ideas or concepts that have surfaced as far as land use issues.

#### **UPCOMING EVENTS:**

- Mayor Roumagoux, Councilors Allen (for one day), Beemer, and Sawyer, City Recorder Peggy Hawker and I will be participating in the Oregon League of Cities Conference being held in Eugene on Thursday, September 25 through Saturday, September 27.
- On Monday, September 29 there will be an executive session at noon for purposes of completing the evaluation of the City Manager.
- The Northside Fire Station is scheduled to be dedicated at 5:30 P.M. followed by a Town meeting at the fire station at 6 P.M.
- Election Day is Tuesday, November 4<sup>th</sup>. We currently have six candidates for City Council, and two for Mayor. I wish all the candidates good luck in the upcoming election. As you are aware, as City Manager I am prohibited from participating in any election activities for any declared candidates for office. I am not permitted to endorse any candidates or indicate and favor one candidate over another. This is the season that good City Managers and Department Heads need to stay away from any political aspects

of the election. I am pleased that the incumbents are feeling good enough about the direction that the City is headed to consider running for reelection. I look forward working with those who are elected on November 4<sup>th</sup> to continue leading the City in a positive, and constructive direction.

- League of Oregon Cities Training on Council/Manager/Staff Relations will be held on Thursday, October 30 at Newport City Hall, Council Chambers.
- City Hall will be closed on Thursday, November 27 and Friday, November 28 in observation of Thanksgiving.
- Employee Appreciation Dinner will be held at the Aquarium on Friday, December 19 at 6 P.M.
- City Hall will be closed on at noon on Wednesday, December 24 and all day Thursday, December 25 in observation of Christmas.

ATTACHMENTS:

- Attached is an article provided by Mayor Roumagoux from the Oregon Stater, which outlines President Ed Ray's vision for establishing a Marine Studies Campus in Newport, Oregon. It is good to see this level of commitment outlined in the official publication from OSU.
- Attached are excerpts from the "Lock Up. Look Out." distributed by TSA regarding local airports.
- Attached is a "Thank You" card from the Lincoln County Board of Commissioners, thanking the city for participation in the Natural Hazard Mitigation Planning meetings that were held last month.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S. R. Nebel".

Spencer R. Nebel, City Manager  
Newport, Oregon

# Ed Said: Vision for marine studies broad, ambitious and exciting

*Game-changing developments in a university's history often start with little fanfare, as a few small groups of people consider a thought that takes hold and grows in exciting and unexpected ways. Propelled by its inherent logic, such an idea can at once appear to be quite obviously possible and almost impossibly visionary.*

*This is the case with Oregon State's planned marine studies campus, which would include the Hatfield Marine Science Center in Newport but would also span the land- and seascapes of OSU research and academics. (Most OSU marine experts — across many disciplines — are based not at Hatfield but on the main campus in Corvallis.)*

*This summer, the OSU Foundation quietly booked an anonymous \$20 million matching challenge grant intended to leverage additional philanthropy and state support, to build a 105,000-square-foot building for academics and research at the Hatfield center.*

*University leaders estimate the cost of the project at \$65 million, including \$50 million for the building and the rest for related programs. Gifts totaling \$5 million for the building and \$15 million for the programs are needed to meet the \$20 million challenge, and then the university*

*will seek \$25 million for the building from the state.*

*For decades — in collaboration with colleagues from institutions across the nation and around the world — OSU's renowned coastal and ocean scientists have worked in Hatfield's labs and headed to sea from its docks. But the university's marine studies ambitions got a boost in 2009 when the National Oceanic and Atmospheric Administration (NOAA) decided to homeport its Pacific fleet of research ships adjacent to the Hatfield center.*

*The new Marine Studies Building on the south side of Yaquina Bay would include many features to support research, but the plan's revolutionary aspect is its focus on bringing ocean and coastal studies into OSU's core academic mission, providing learning and study spaces for faculty and students across all disciplines. As many as 500 students at a time — graduates and undergraduates — might take classes there, some living in residence halls that could be built on nearby high ground and others traveling to Newport a few times a week by shuttle bus.*

*Not surprisingly, no one is more excited about this, nor more intent on helping make it happen, than is OSU President Ed Ray:*

"One of the things that I've observed in life is that sometimes with ideas that are eminently sensible and right on, once you have the vision and can see it coming together, it's hard to imagine why it hasn't always been so," Ray said. "It's the simple, compelling logic of it — that collective 'ah-ha moment' when we look at each other and say, 'Wow, look what we could do!' — that makes it so attractive. That's what this is."

"It's really a very different vision, one where many different threads come together to create something extraordinary."

*Early ideas about how to take advantage of the research momentum in and around Hatfield mainly involved growing better facilities for OSU experts working on subjects ranging from marine mammals to ocean acidification to tsunami prediction.*

"But then we asked ourselves: Instead of just thinking about this thing that we're going to build because we have this great research site in Newport, why don't we think about what truly distinguishes us at Oregon State? What is it that sets us apart from some other institutions such as Woods Hole Oceanographic Institution in Massachusetts or Scripps Institution

of Oceanography in San Diego, because we're already running in that crowd when it comes to research?"

"If you think about it writ large, if that incredible learning environment in Newport can become part of the university's academic offerings for the whole campus — not just for those studying fisheries or oceanography or atmospheric sciences, but for students in virtually any area of study, such as social science or writing — that is truly unique. If we can make this available more broadly on an as-wanted basis across the university, we can provide something that literally does not exist anywhere else."

*An economics professor long before he became a university administrator, Ray said that the more he and others at Oregon State discussed the idea and shared it with others, the more it became obvious that a full-fledged marine studies campus could be a huge boon to the coastal economy.*

*He recalled an exercise years ago, when leaders from Oregon's state universities were considering how well they served various regions of the state.*

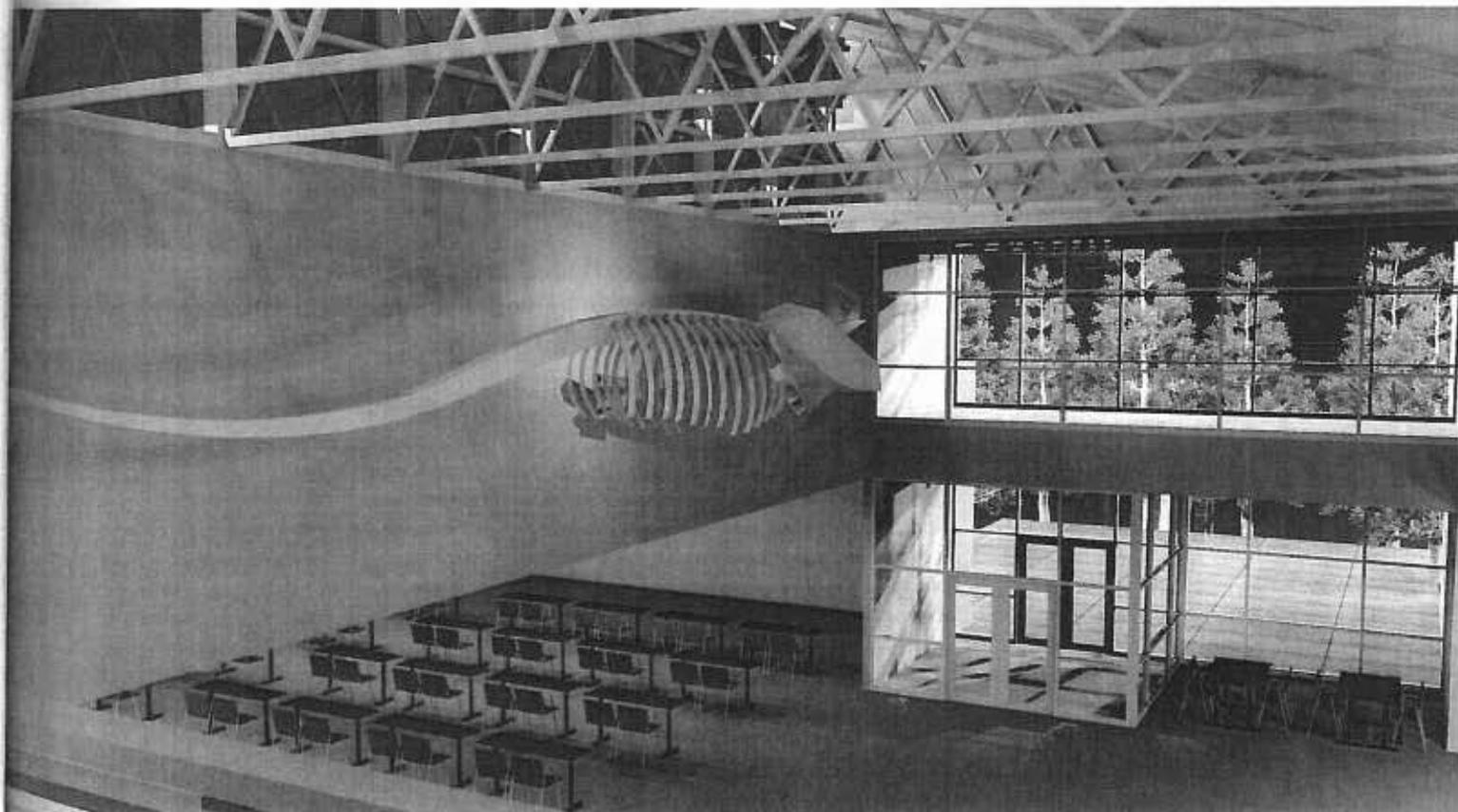
*"We talked about the span of our activities in higher education, across the state and within its regions, and how our efforts*

*matched up with the needs of the people of Oregon. One of the things I observed during the exercise was that nobody claimed the coast.*

"There's a real concern — and has been for a very long time — about the economic difficulties in coastal Oregon, especially with the decline in the fishing industry and in forest products. So what is it that can be done to stimulate the economy there? The question that arose for us with the arrival of the NOAA fleet is, 'How do we leverage this into something even more powerful for coastal Oregon?'"

*He noted that while the region has community colleges, with which OSU eagerly collaborates, it has no substantial four-year post-secondary presence. As the state pursues its "40-40-20" goal of having 40 percent of adults have at least a bachelor's degree, 40 percent have at least an associate's degree or other post-secondary certification, and the remaining 20 percent have at least a high school diploma, Ray said it's evident that the coast has been getting short shrift from higher education.*

"Obviously, we do some things academically over there. At any given time we might have 25 to 30 undergraduates doing work at Hatfield, and maybe a sim-



ilar number of graduate students working on their research and dissertations, but it's really a very light touch. We're not there in any significant way with academics. It's not an educational presence for the whole university.

"We have a very clear plan for the university as a whole, that — as our part of 40-40-20 — we're going to have 28,000 students here on the Corvallis campus, perhaps another 7,000 seeking degrees online and another 3,000 to 5,000 over at OSU-Cascades in Bend. The natural question for us to ask ourselves is, 'What about the coast?'"

"Now we're talking about expanding the academic footprint of the university and bringing all of our incredible capability over there more as a part of the university as a whole. Not as an afterthought, but as an integral part of the university."

*The university also has a rich history of using its Extension system to spread useful knowledge outside the academic setting, and this effort would certainly grow on the coast with the establishment of the new campus. Ray noted that the more the project is discussed, the more evident it becomes that — as the campus grows and attracts more collaboration from other institutions — myriad direct and spinoff activities could be a great boon for the region.*

"You start thinking that maybe this isn't so much just about bringing the research strength we have there into the realm of the entire university and making it a integral part of Oregon State University.

"Maybe it can serve as something much larger, as an anchor that could attract other partners that we haven't imagined yet, not just to Newport but to the whole Oregon coast."

*As with all such projects in the modern era, success of the Marine Studies Building and the broader research and academic campus will be determined not just by the strength of their imperatives and the sweep of the vision, but by whether OSU's representatives can sell the idea to the many philanthropists and public officials who will write the checks and cast the votes to make it happen.*

*Ray likens this to the all-out effort to gather support for the Linus Pauling Science Center. About the same size and cost as the proposed Marine Studies Building, it opened in 2011.*

"We've done this drill before," he said. "This one is going to include alumni and it's going to include non-alumni, people and organizations who understand the ocean and care about it, maybe those who care about issues of climate change and ocean acidification, and about the

*A speculative rendering by gLAs Architects, LLC, shows how part of the new Marine Studies Building at Newport might look.*

value of experiential learning — people who can see the vision.

"If that vision stopped with, 'We're going to build an academic building and make it part of the graduate and undergraduate experiential learning base for students across the campus,' that, in and of itself, would be pretty wonderful. For our students in the marine sciences and for those not in the marine sciences, that's an immersion opportunity that's comparable to studying abroad.

"Their perspectives and their sense of the world around them and their place in the world will change. Their lives will change.

"But that's just part of the vision, which I believe will grow beyond what we can imagine now."

*He observed that some leaders on the coast are already so excited by the proposal that their ideas for what Oregon State might accomplish at Newport and elsewhere along the coast far outstrip the ambitions of the university's planners.*

"But then, it's always great when the people you're working with on something like this have an even larger idea of what you can accomplish than you do." ■



**AOPA's  
AIRPORT  
WATCH**

**Lock Up.  
Look Out.**

Participate with your fellow pilots in the safekeeping of general aviation's local neighborhoods—our home airports.

*Report suspicious activity:*

866-427-3287

## Why we need AOPA's Airport Watch

There is a clear and present danger to general aviation. You may see it often when you pick up the newspaper or turn on the TV. "Those little airplanes" are under suspicion as a potential launch point for terrorist activity. In the years since September 11, 2001, people in your community may have a different view of all aircraft and their potential to be used for harmful purposes. Various media have helped to spread that fear. In reality, that one terrible day changed our world, making it vital that we—the people who depend on general aviation aircraft for our livelihood, our personal transportation, and our recreation—do our share to keep our airports safe and secure.



Breaches to airport security can happen anywhere. Widely publicized security incidents, while not terrorist related, have led to calls for drastic security measures and severe penalties that can affect all pilots. No matter where you fly, security affects you and your ability to fly. This is not an issue of urban versus rural or East Coast versus West Coast. Nationwide, rare instances of stolen aircraft have occurred, usually by easy access to unsecured keys or through unlocked gates. Make no mistake about it—those thefts hurt us all.

## What is AOPA's Airport Watch?

Every pilot is part of the larger aviation community. For pilots, our airports are like our neighborhoods, and we need to protect them just like we would our own homes. Pilots are the first to know when someone doesn't belong at the airport or that some activity is outside normal routines. So it is up to all of us to monitor and look for ways to prevent incidents from happening. Or, someone else will step in and tell us what we must do, regardless of cost or how difficult it is to implement.

With more than 650,000 pilots based at virtually every general aviation airport in the United States, AOPA members and the aviation community have a tremendous opportunity to make a real difference in security at general aviation airports.



We cannot rely on the federal government to pay for costly security measures at every general aviation airport, nor is it necessary.

Police departments will tell you that the best protection your home can have is an alert neighbor. AOPA's Airport Watch operates just like a traditional neighborhood watch. The people on a neighborhood watch know their neighbors' habits, when they are on vacation, whose car belongs where, and they can spot trouble, often before it happens. AOPA has brought the same concept to AOPA's Airport Watch. We want you to heighten your attention at the airport. Get to know your fellow hangar tenants, pilots, and aircraft owners. As a part of AOPA's Airport Watch, the Transportation Security Administration has partnered with AOPA to provide a simple, easy-to-remember nationwide toll-free reporting hotline. It's 866-GA-SECURE (866-427-3287).

## Take part in AOPA's Airport Watch. It's easy!

### *Lock Up. Look Out.*

Being part of AOPA's Airport Watch should be a part of every pilot's checklist. All you have to do is go about your business at the airport—whether it's flying, hangar talk, performing maintenance, or socializing, just be more alert. Follow these guidelines and be prepared to call 866-GA-SECURE (866-427-3287) if you see any activity that does not seem right to you.

*It's up to all of us who fly to keep flying safe, keep our airports free of individuals who would do us harm, and welcome those who truly want to share our freedom to fly.*

Here are some ways we can show our communities that pilots are responsible citizens who truly are concerned about security at our airports.

• **Get to know your airport community.**

Introduce yourself to airport neighbors and become familiar with the aircraft these neighbors fly. Not only will you meet and interact with new people and new aircraft, but you will be better prepared to notice any suspicious actions.

• **Become familiar with and follow existing security procedures.**

Meet with your airport or FBO management to review existing security procedures. Practice these security procedures each time you visit the airport. Don't circumnavigate electronic gates or pass out entry codes for convenience.

• **Be cooperative.** We want the community outside the airport to know that we are willing to comply with added security measures. Pilots are part of the local community, and we want it all to be safe. You may have flown out of the same airport for 20 years and think "everybody knows me," but the new security guard doesn't. Make it easy for them to do their job, and thank them for doing it well.

• **Greet strangers.** Introduce yourself to new faces at your airport—particularly new flight students and visitors to your home field and transient pilots you meet. This serves several purposes; it helps give your home airport a reputation as a friendly place to fly and enables you to identify anyone that may be behaving in ways that seem out of place.

• **Share information.** Supply your airport operator or FBO with photos of pilots authorized to use your aircraft so that new or infrequent users won't be mistaken for an unauthorized lawbreaker. If someone else is going to fly your aircraft, inform your FBO by telephone. Let ramp staff know anytime your airplane overnights at another



location so they know it's not missing without reason; inform them when the aircraft is to be down or shouldn't be going anywhere, so they can challenge any movement of your aircraft during the period of inactivity.

• **Have your ID ready.** Always carry a government-issued photo ID. Don't leave it in your car, even if you are not flying. If you take passengers, insist they have a government-issued photo ID, too. You may know your passengers, but security or airport personnel may not, and they have a responsibility to challenge any strangers. It also makes sense to carry your pilot certificate with you, again, even if you're not flying that day. Most pilots carry these in their wallets, but the FAA now requires that you have both a photo ID and your pilot certificate on you when flying.

• **Have your tools handy.** Bring your cell phone to the airport—and make sure it's charged. Add 866-GA-SECURE (866-427-3287) to your speed dial or pre-programmed numbers. Have a pen and paper close by in case you have to write down N numbers or descriptions. Consider having an inexpensive camera—even a disposable one—ready to photograph what you see that is suspicious. Gather what information you can, but call the hotline rather than put yourself in any danger. Call 911 if immediate law enforcement response is needed.

## Use your eyes and ears to keep our airports safe.

### Lock Up.

How to be more secure: ←

- Become familiar with and practice existing airport security procedures.
- Utilize aircraft door locks at all times when the aircraft is unattended.
- Consider the use of auxiliary locks to further protect aircraft from unauthorized use.
- Consistently lock hangar doors and close security gates to prevent unauthorized access or tampering.
- Properly secure ignition keys separate from aircraft.

### Look Out.

Here's what to look for: ←

- Anyone trying to access an aircraft through force—without keys, using a crowbar or screwdriver.
- Anyone unfamiliar with aviation procedures trying to check out an aircraft.
- Anyone who misuses aviation lingo—or seems too eager to use all the lingo.
- People or groups determined to keep to themselves.
- Anyone who appears to be just loitering, with no specific reason for being there.
- Out-of-the-ordinary videotaping of aircraft or hangars.
- Dangerous cargo or loads—explosives, chemicals, openly displayed weapons—being loaded into an aircraft.
- Anything that strikes you as wrong—listen to your gut instinct, and then follow through.
- Pay special attention to height, weight, and the individual's clothing or other identifiable traits.

When in doubt, check with  
airport staff or call  
AOPA's Airport Watch at  
**1-866-GA-SECURE**

866-427-3287



August 22, 2014

Lincoln County Board of Commissioners, Planning Department and Emergency Management would like to extend our sincere appreciation for the time spent by your agency to participate in the Natural Hazard Mitigation Planning meetings August 12 – 14<sup>th</sup>.

We look forward to finalizing this project with your stakeholder input over the next few months.

Sincerely,



JOSHUA



John & Kerry

