

December 10, 2019
2:05 p.m.
Newport, Oregon

The Airport Committee met on the above date in Conference Room A at City Hall, 169 SW Coast Highway.

In attendance were Committee Members Ralph Busby, Jim Shaw, Jeff Bertuleit, Mark Watkins, and Susan Reese Painter. Also in attendance were Airport Director Lance Vanderbeck, Deputy City Recorder Gloria Tucker, and City Council Representative David Allen. Absent was Terry Buggenhagen and Ken Brown.

APPROVAL OF MINUTES

Shaw asked to add Animal Shelter and Parking Lot to the agenda, and Bertuleit added both items to the agenda.

MOTION was made by Watkins, seconded by Painter, to approve the minutes of November 12, 2019 meeting. The motion carried unanimously in a voice vote.

DISCUSSION/ACTION ITEMS

Airfield Overview and Newport MOA. Vanderbeck introduced the agenda item. He explained the Memorandum of Agreement (MOA) is for the airport to be used as a staging point by FEMA. He explained the MOA is being reviewed by legal counsel. Busby recommended the agreement mention the rights of the city, its tenants, and users of the airport. He suggested the language, “the City of Newport, its tenants, and users of the airport shall have unrestrained access to the property and the runway shall be open to the public except in the event of an emergency.”

Shaw clarified FEMA would only operate at the airport in the event of a disaster. Allen asked the process for having the MOA approved. Vanderbeck replied after legal review, the MOA would go to the City Manager and then City Council. Allen asked if there is a timeline to have the MOA signed. Vanderbeck replied there is no timeline.

Shaw asked for clarification on the alternative routes proposed in the MOA. Vanderbeck explained the alternative routes do not cross the front of the Coast Guard Station. Allen asked if other jurisdictions in Oregon have similar agreements, and suggested looking at the language of those agreements. Bertuleit asked the committee for consensus to move forward with this MOA. Shaw clarified FEMA would not stage anything at the airport beforehand. Vanderbeck explained FEMA brings in or pays for any resources they require in an area after a disaster.

Vanderbeck said he plans to bring the MOA before Council at the second meeting in January. Watkins asked who would cover the new partnership at the News-Times. Allen suggested Madeline Shannon. Watkins suggested a press release go out about the new partnership.

Public Affairs Counsel. Vanderbeck introduced the agenda item. Painter said PR services for the airport are a great idea, especially if Boutique comes back. She added an effort needs to be made to communicate with the shuttle service. Allen noted the firm has been used for the Big Creek Dam lobbying efforts. Vanderbeck reported he will ask for a

presentation by the firm. Bertuleit suggested finding out the range of cost first. Allen suggested getting the rates of service from the Big Creek Dam Task Orders with the firm.

National Procedures Assessment Program. Busby explained for most airports, the FAA has a set of instrument approach procedures, and usually there are multiple ones at each airport. He reported it costs money to maintain each procedure because the FAA has to design, implement, flight check them on a regular basis, keep them published, and train every controller in each procedure to be current and up to date. He noted it is in the FAA's interest to minimize the amount of procedures for cost savings. He explained in today's world many of these procedures have become redundant. He noted there are two approaches in to Runway 34, and three into Runway 16, and one general approach into the airport. He stated the RNAV approaches are based on GPS and don't require ground navigation aids, and the VOR approaches do require ground navigation aids. He suggested removing procedures VOR RWY 16 and VOR RWY 34, and keeping the VOR-A approach. He also suggested asking commercial users of the airport, including the Coast Guard, Lifelight, Empire, and Ameriflight for their thoughts on the approaches. He reminded the Vanderbeck of the pending issues with FAA on lowering minimums and the misaligned approach to Runway 34.

Animal Shelter. Shaw said he is concerned with the lack of a development plan at the airport, rather than the animal shelter itself. Painter noted Lincoln County is willing to address the water pressure issue at the airport in order to build a shelter, and the water pressure needs to be addressed before anything can be built. Allen clarified the county is willing to address the water pressure issue at the airport, not the sewer issue. Vanderbeck explained demand from residents for sewer in the area would necessitate sewer extension to the area, and then the airport would have access to sewer. Bertuleit explained the airport master plan zones areas of the airport for certain types of development. Vanderbeck added any plans for development would go through the city's community development department.

Allen noted City Council will be having their goal setting session soon, which will be incorporating the 2040 Vision document. He stated the Council is still going to have input from the committees. He suggested bringing development at the airport before Council at that time. He added he would check with the City Manager about timing for that. Bertuleit asked the committee for consensus on pursuing an agreement with the county.

MOTION was made by Painter, seconded by Watkins, to encourage city administration to move forward with the county for the animal shelter. The motion carried 4-1 in a voice vote; Shaw voting against.

Allen suggested stronger language than explore, such as plan, for the committee's goal on commercial and industrial development.

Parking Lot. Shaw said he is concerned with how long it is taking to stripe the airport parking lot. Vanderbeck reported public works plans to stripe the parking lot on the next dry day.

OPERATIONS REPORT

Vanderbeck presented the operations report included in the December 10, 2019 packet. Busby asked if there was an update on fuel tank payment. Vanderbeck replied there is no update. Bertuleit recommended airport staff pull weeds from time to time

around the FBO building. Watkins suggested curtesy cars be promoted on the airport's Facebook page. Vanderbeck added a possibility of creating a new entrance sign to the airport once the animal shelter is built. Discussion ensued on the history of the fire flow issue at the airport.

Vanderbeck added Airport Rules and Regulations to the agenda.

Airport Rules and Regulations. Vanderbeck asked the committee to review the highlighted sections of the airport rules and regulations and get comments back to him in time for the January meeting. He reported he plans to have the rules and regulations ready for final approval at that meeting.

ADJOURNMENT

Having no further business, the meeting adjourned at 4:00 p.m.