

January 14, 2020
2:00 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, Terry Buggenhagen, and Ken Brown. Also in attendance were Airport Director Lance Vanderbeck, Deputy City Recorder Gloria Tucker, Lincoln County Counsel Wayne Belmont, Sheriff Curtis Landers, PR Representative Dylan Frederick, and Council Liaison Dietmar Goebel. Audience members included Daniel Shale and Rebecca Field. Absent was Susan Reese-Painter.

APPROVAL OF MINUTES

Busby noted a minor change in the minutes.

MOTION was made by Watkins, seconded by Buggenhagen, to approve the minutes of December 10, 2019, meeting as amended. The motion carried unanimously in a voice vote.

MOTION was made by Buggenhagen, seconded by Watkins, to add Foster Email and Fee Schedule to the agenda. The motion carried unanimously in a voice vote.

DISCUSSION/ACTION ITEMS

Wayne Belmont - Lincoln County Animal Shelter. Belmont introduced the agenda item. He stated he believed having the animal shelter at the airport was a win-win situation for the county and city. He noted he knows about the issues for extending water services to the airport. He reported the county is looking for up to five acres for the new animal shelter and may also be interested in land for storage. He added the county would have to install a robust septic system for the shelter. He indicated the facility would be designed with understanding of potential noise issues. Shaw stated he is concerned with a lack of development plan at the airport. Watkins replied development can't start without water services and the Airport Master Plan provides enough of a plan to start. Belmont indicated he is fine partnering with the city to improve water services to the airport.

Dylan Frederick - Airport PR Needs. Frederick introduced the agenda item. He noted Public Affairs Counsel's lobbying branch has been working on the Big Creek Dam project. He explained Public Affairs Counsel's marketing branch could establish brand identity for Newport Airport, build awareness and community relationships with the Newport Airport brand, and drive increased interest from pilots in utilizing the airport and potentially citizens in using Boutique Air Service. Busby asked what the cost would be for these services. Watkins asked the committee why they would need these services and what the committee's goal would be. Busby asked what is the fee rate structure for Public Affairs Counsel. Frederick replied the fee structure is a monthly retainer. Busby asked if the proposal could be added under the Big Creek Dam retainer. Frederick replied the retainer

would have to be separate. He noted the ballpark cost would be \$2,000 a month. Watkins suggested the firm could benefit other city assets or projects and recommended the Destination Newport Committee be informed.

1200Z Tier 1 Report. Vanderbeck introduced the agenda item. He explained the report is required by DEQ because there was too high acidity in water samples. He said he provided the report to the committee so they would be aware of steps being taken to address DEQ issues.

Economic Development 2019. Vanderbeck introduced the agenda item. He presented the flyer he created for presentations on the airport. Watkins said he would look into Chamber distribution of the flyers. Tucker reported she would ask IT to post the flyer online.

Airport Rules and Regulations. Vanderbeck introduced the agenda item. Busby suggested more changes to the regulations including helicopter regulations, access approvals, hold harmless clauses, and miscellaneous redundancy. Vanderbeck stated he will ask administration if the policies need to be adopted by Council.

Fee Schedule. Vanderbeck introduced the agenda item. He noted the fees had not changed from last year. He asked the committee's preference for keeping status quo or increasing fees for the upcoming year. Watkins noted the long-term vehicle parking fee of \$15 seemed low. The committee came to a consensus that the fees should remain the same as last year.

Foster Email. Vanderbeck introduced the agenda item. He asked Busby for input on Foster's suggestion to remove the circling instance from the RNAV. Busby replied keeping circling on ILS, but not RNAV, would not make much of an impact and did not make much sense. He added, regardless, removing circling would not cause an issue. The committee came to a consensus that removing circling is acceptable for lowering the ceiling/vis minimums.

OPERATIONS REPORT

Vanderbeck presented the January 14, 2020 Operations Report included in the packet. The committee agreed to move the next meeting to February 13.

COMMITTEE COMMENTS

Brown asked if the pipe realignment project at the airport would be progressing this summer. Vanderbeck replied it should go out for bid in March or April.

Bertuleit asked for clarification on state and federal funding for the upcoming year.

Watkins announced the Oregon Pilots Association will be holding its 2020 annual meeting at the Newport Airport on September 19.

Bertuleit asked for Goal Setting and Entrance Sign Update to be on the next committee agenda.

PUBLIC COMMENT

Daniel Shale noted nothing much can be done at the airport without improved water services. He remarked that for marketing to be a success, there needs to be a commission.

ADJOURNMENT

Having no further business, the meeting adjourned at 3:45 p.m.