

Newport Municipal Airport Master Plan Update Planning Advisory Committee (PAC) Meeting #1

October 28, 2015

5:30 – 7:00 p.m.

with Public Open House from 7:00 – 8:00 p.m.

-Meeting Summary-

Attendees:

Newport Municipal Airport: Melissa Román, Lance Vanderbeck

WHPacific, Inc: Rainse Anderson, Sarah Lucas, Chris Corich, Holly Williams

Planning Advisory Committee Members: Jason Center, Jim Shaw, Lance Vanderbeck, Rob Oberbillig, Dean Bauman, Carrie Lewis, Maryann Bozza, Lt. Matthew Poore, Jenny Demaris, Lt. Curtis Landers, Onno Husing, Derrick Tokos, Joe Bishop, Susan Reese Painter, Jeff Bertuliet

Public Attendees: Spencer Nebel, Geoff Vaughn, Mark Watkins, Ralph Busby

Welcome and Introductions

Melissa Román opened the meeting at 5:34 pm, with an explanation of why the Master Plan is being updated. The last Master Plan was completed in 2004. The Update will provide a relevant development guide for the airport, along with prioritization for funding.

Rainse Anderson, WHPacific's Project Manager, gave an introduction of WHPacific team members as well as the Federal Aviation Administration (FAA) and Oregon Department of Aviation (ODA) representatives. Rainse then asked all PAC attendees introduced themselves. A detailed list of PAC members, and what interests they represent, is summarized below. Following introductions, Rainse went over the agenda for the meeting as well as the roles and responsibilities of the PAC members.

Purpose of the Master Plan Update

The Master Plan is a 20-year planning document to guide the Newport Municipal Airport's (Airport's) maintenance and development, as was explained by WHPacific's Holly Williams. Projects that receive federal funding are required to be on the approved Airport Layout Plan, which is a component of the Master Plan. The Master Plan will be prepared in accordance with FAA's Advisory Circulars and guidelines.

Project Components

The Master Plan consists of nine chapters. A brief overview was given of each chapter by Project Planner Holly Williams.

Chapter 1 – Airport Issues and Goals

- Identify issues and establish goals of the planning process.

Chapter 2 – Airport Inventory

- On-site inspection of airport facilities, to include airfield, landside, and airport support facilities.

-
- Airspace
 - Land Use Planning and Zoning
 - Environmental Inventory
 - Aviation Activity Data
 - Airport Financial Data
 - Part 139 Certification Data

Chapter 3 – Aeronautical Activity Forecast

- Forecasts to be approved by the FAA
- Three forecasts prepared: critical aircraft, based aircraft, and annual operations.
- Analysis of commercial air service potential and air cargo

Chapter 4 – Facility Requirements

- Identify the ability of the airport facilities to meet forecasted demand and other needs.

Chapter 5 – Airport Alternatives

- Three built alternatives, in addition to the no build alternative (for comparative purposes), will be developed to address the needs identified in Chapter 4. The preferred alternative will likely be a composite of the three alternatives.

Chapter 6 – Compliance Review

- Takes a proactive approach to achieving compliance and avoiding noncompliance with FAA grant assurances by examining existing and potential compliance issues and recommending a corrective action plan.

Chapter 7 – Recycling and Solid Waste Management Plan

- This is a new master planning component to develop a plan for recycling and minimizing the generation of airport solid waste.

Chapter 8 – Airport Layout Plan (ALP) and Associated Drawings

- The ALP drawings are the backbone of the Master Planning process, and are a pictorial culmination of the information gathered in the preceding chapters.
- The drawing list includes: Cover Sheet, Airport Layout Plan, Airport Airspace Drawings, Inner Portion of the Approach Surface Drawing, Terminal Area Drawing, Land Use and Noise Contour Drawing, Runway Departure Surfaces Drawing, Airport Property Map, and Utilities Drawings.
- The FAA must formally approve the ALP drawing.

Chapter 9 – Capital Improvement Plan (CIP)

- The CIP will identify the cost associated with the ALP improvements, as well as potential funding sources for the projects.

Master Plan Process and Schedule

As draft chapters are prepared, they will be submitted to the City, FAA and PAC members for review and comment. The PAC meetings are designed to gather input from the members and community at large. Holly Williams explained once the final draft is prepared it will be presented to the City of Newport for approval and submittal to the FAA. At this point, the City will request the Plan be adopted into the City's Comprehensive Plan.

Project completion is expected in approximately 18 months, depending on various factors such as FAA review. Over those 18 months, the PAC will meet five times. The remaining meetings are anticipated in, March, May, August, and December 2016. FAA approval of forecasts is expected in March 2016, with the City selecting a preferred alternative in August. The comprehensive draft should be complete in December 2016, with a Final Master Plan ready for City adoption in April 2017.

PAC Formation and Roles

PAC membership was by invitation from City of Newport Mayor Sandra Roumagoux. Those invited were asked because they represent varied interests of people and groups affected by and involved with the Airport. Membership is as follows:

Airport Users / Tenants

- Jason Center, *FedEx Operations Manager*
- Jim Shaw, *Local Flight Club*
- Lance Vanderbeck, *Airport Operations Manager*
- Rob Oberbillig, *Airport User*
- Dean Bauman, *Airport User*
- Jeff Bertuliet, *Props, Inc. and Newport Airport Committee Representative*

Local Business

- Carrie Lewis, *Oregon Coast Aquarium*
- Bob Cowen, *OSU Hatfield*

Local Agencies

- Lt. Matthew Poore, *USCG Contingency Planner*
- Jenny Demaris, *Lincoln County Sheriff's Office, Emergency Manager*
- Lt. Curtis Landers, *Lincoln County, Sheriff*
- Onno Husing, *Lincoln County Planning & Development*
- Derrick Tokos, *Community Development Director*
- Joe Bishop, *NOAA Marine Operations Center, Executive Officer*
- Susan Reese Painter, *Regional Task Force*
- Kevin Greenwood, *Port of Newport Attorney*

Oregon Dept. of Aviation (ODA)

- Heather Peck, *Planning & Projects Manager*

Federal Aviation Administration

- Jason Ritchie, *Community Planner*

The PAC is an advisory committee to the City; the City has final authority over the Master Plan. Members are asked to provide input to help produce a plan that balances a wide range of airport stakeholder needs and concerns, bring forward comments and concerns of those they represent, help disseminate accurate information about the Plan, attend PAC meetings.

Master Plan Goals & Issues

The following goals and issues were suggested by the Planning Team:

Goals:

- Expansion of water and sewer utility lines
- Pursuit of commercial and/or private for-hire air service
- Increased revenue
- Review overall organization and management of Airport operations
- Possible construction of T-hangars

Issues:

- FAR Part 139 Airport Certification, airline service feasibility
- Maintenance and expansion of existing facilities
- Land use compatibility with adjacent properties
- Environmental considerations
- Compliance with FAA Grant Assurances
- Airport management
- Sustainable growth management
- Broad based financial support
- Easements

During the discussions that followed, these items were suggested by the PAC membership as additional goals and issues to be addressed

Goals:

- ODA recognition of Newport Airport as the coastal lifeline in emergency/disaster situations
- Finance actual strategies for airport improvements
- Clear understanding of impact to adjacent land use
- Commercial service trend analysis
- Apron redesign – to serve commercial air service and match load bearing capacities of Runway 16-34
- Show Newport citizens (taxpayers) importance of the Airport

Issues:

- U.S Coast Guard views the Airport as asset but has few facilities there
- Utility upgrades and expansion are needed for any potential airport development
- Negative cash flow
- Has the Airport been fully evaluated for regional emergency response?
- Wolf Tree Resort and future development near the Airport

These issues, as well as any other issues that arise, will be addressed in the Master Plan Update.

Next Steps and Wrap Up

The Planning team will next complete Draft Chapters 1 – 3 for City and PAC review. It was discussed that the second and fourth Wednesdays of each month are ideal meeting dates for most PAC members.

PAC #2 is tentatively set for March 9, 2016.

Public Open House

No additional members of the public attended the Open House beyond those in attendance at the PAC meeting. After the PAC meeting, the Planning Team visited with them, as well as PAC members who had follow-up questions.