

Minutes
Seaside Municipal Airport Committee
September 24, 2024 6:15 P.M.
Seaside Municipal Airport

Call to order

Roll Call: Christine Binnicker, Joyce Hunt, Roy Bennett, Randall Henderson, Bruce Francis, Randy Frank, Ed Arden, Walt Walthour

Absent: Sharon Kloepfer

Guests: Jeff Gage, Michael Lewis

Introducing new member William (Walt) Walthour

Reappointment of Christine Binnicker, Bruce Francis, and Sharon Kloepfer – approved by city council

New interim PW director / airport manager Ed Arden – committee introductions

Approve minutes from previous meeting: Joyce moved, Roy seconded, approved unanimously

Additions to the agenda: None

Comments from the floor: None

Infrastructure / Improvements / Funding

City funded airport budget – Ed Arden plans to get up to speed on required maintenance and the capital improvement priorities and put a plan together. Randall let Ed know that he has an inspection and maintenance procedures document that he will share. For example, the pavement management program (PMP) requires a match from the City so Ed would like to understand the PMP program better. Randall also put together a list of typical small Airport Manager responsibilities that he will send to Ed.

State funding – PMP 2025: This was supposed to be completed in 2023, but we will have an answer in January about timing for summer 2025. City budget discussions will take place regarding City match. COAR recommended projects: Top 3 priority projects are: 1. PMP 2. Obstruction (brush removal) 3. Additional fencing on north end. Ed will investigate the potential for his staff to do the brush removal. Randall noted that obstruction removal is critical for safety as noted in FAA standards and the Gearhart Airport Overlay Zone.

Federal & CIP – Committee needs to review the list that Nikki has and update

Hangars – no new information

Grants / Port / Other – no new information

Maintenance / Safety / Security

Airside - surfaces, wind indicators, beacon, runway lights, reflectors – Many thanks to Walt, concrete blocks making up the segmented circle were pressure washed and painted red and white (help also from Teri and Randall). The rotating beacon bulb has been out and needs to be replaced; NOTAM should be issued in the interim. One remaining runway light needs to be replaced. Ed will locate spare lights that were ordered previously and replace. Weeds on taxiways and ramp have become significant and damaging to the pavement, need to be sprayed. City to use solution that's safe for aquatic life.

Groundskeeping – city and volunteer – If possible, mowing could be done now before the weather turns. Typically, mowing needs to be done 3-4 times each summer.

Condition of gates, locks, fencing, signage – all in working condition.

Cameras / website / internet – all in working condition. Reviewed the two systems: weather cams, publicly viewable on FAA and our own website, and security cameras with access only by some committee members & hangar owners, and city staff.

Flooding and driftwood – this is a maintenance and safety issue every winter, recommend the city inspect periodically and particularly after king tide/flood events and remove any debris. Committee members and tenants help with this too. Also critical to issue NOTAMs if driftwood is present until it gets removed.

Operations

Local – business as usual

Visitors / logs – great summer activity, some visitors from fairly far away (Canada & east coast)

Commercial, charters, air tours, military, emergency response – business as usual

Services / Promotion / Events

EAA 105 Poker Run debrief – due to weather only 1 plane stopped at Seaside, we ate pizza

Shed, visitor amenities, bikes & equipment – all in working condition

Website & social media – usual activity

Regulatory Review

NOTAM process - [notams.aim.faa.gov](https://www.faa.gov/NOTAMS) – this process needs to be carried forward institutionally

Airport zoning / Gearhart – committee discussed the history and that any zoning change would not preclude Gearhart oversight through planning permitting for any projects; permit, planning commission, council approval, etc. Gearhart council has received input about this from a concerned citizen, Randall will write a response letter and get committee input before sending.

Dates

Next COAR grant period October 7-25 - Next CIP update when? – we will not have time to submit for this year. Committee would like to review the CIP list with Nikki at the next meeting to prepare for COAR grant period in 2025 and send the latest list to the FAA.

Next airport meeting Tuesday November 26, 2024, Seaside City Hall – *the meeting date was changed to November 19, 2024 due to the Thanksgiving holiday.*

Committee member reports & good of the order - None

Adjourn