

**Minutes of Meeting**  
**Seaside Municipal Airport Committee**  
**January 28, 2025**  
**6:15 P.M.**  
**Seaside City Hall**

**Call to order**

Roll Call – Members present: Randall Henderson, William Walthour, Sharon Kloefer, Joyce Hunt, Roy Bennett, Bruce Francis, Ed Arden (Interim PW director), Christine Binnicker (Seaside city council); guest Jeff Gage

Approve minutes from previous meeting: Moved and seconded (not recorded), approved unanimously

Additions to the agenda - none

Officer elections (year) – Joyce nominated Randall Henderson, Chairman; William Walthour, Vice chairman; moved and seconded (not recorded), approved unanimously. Secretary position still open, Sharon Kloefer is willing to serve in the meantime. Discussion about recordings and auto-dictation programs; in that case do we need a secretary? Will discuss in the future.

**Comments from the floor**

None

**Staff & Committee**

PW/AM & Admin status – Hadley Jaeger has been hired as the new PW administrative assistant. A PW director candidate has been chosen but no announcement yet, expecting by the end of February. EA remains as interim PW director & airport manager in the meantime.

Open committee position & city council representative – CB has been appointed to the city council and has resigned from the committee, and will now be the committee's council rep. Previous council rep. Randy Frank is no longer on the council and is not a regular member; this opens up a position on the committee. Seaside UGB residency is a requirement of the position.

**Infrastructure / Improvements / Funding**

City funded / airport budget – EA has requested \$10-15K increase in airport budget. Priority for funds is the match for state PMP work which is scheduled for this summer, although there may be state funds available to cover the match. ODA contact is Andrea Abrahamson. Secondly, pruning is needed near runway ends to keep approaches clear and safe. Committee recommendation for fencing along the N and NW perimeter is outstanding but not urgent; FEMA and GH wetland regulations will be a factor and mitigation may be required.

State funding – PMP 2025, COAR recommended projects (see above)

Federal & CIP – Committee suggested that the interim or new AM reconnect with whoever is our responsible person at the FAA Airport Development Office (ADO) which has been lost due to turnover in FAA and Seaside PW. Additionally, track down how they keep track of our CIP and update with FAA.

Hangars – nothing new

Grants / Port / Other – nothing new

**Maintenance / Safety / Security**

Flooding, driftwood, drainage – recent flooding brought large and small debris onto the runway causing a hazard. WW called FAA to try to issue a NOTAM but is not authorized; instead they closed the airport for 2 days until the city called back. Volunteers and the city cleaned off the debris.

RH reported that PCL wasn't working recently when he came in to land at dusk; subsequently switched off/on in the shed and they're working again. These incidents highlight the importance of scheduled inspections and a current NOTAM contact list with FAA, with a responsible person on call for airport hazards to ensure airport safety. RH and WW could be available but are not city employees.

Additionally, a long-standing recommendation has been to update the airport's remarks in the Airport Facility Directory to include a remark about winter flooding, similar to Pacific City. Something like: OCCASIONAL DRIFTWOOD ON RWY DUE TO FLOODING NOV.-MAR. EA will address this.

RH has made up an AM summary and inspection guidelines for the city to consider and provided to EA.

Airside - surfaces, wind indicators, beacon, runway lights, reflectors – City has replaced the middle and north windsock. One or more runway edge lights remain out. Several taxiway reflectors are down or missing, more are in the shed.

Groundskeeping – city and volunteer – city recently cleaned out storm drains near the taxiway. City and volunteers cleaned off flood debris as previously mentioned.

Condition of gates, locks, fencing, signage – all in working order

Obstructions – see above re. brush off runway ends

## **Operations**

A fair number of visitors were noted in the past few weeks between storms. ODFW helicopter here doing elk counts for a few days (annual).

## **Services / Promotion / Events**

Shed, visitor amenities, bikes & equipment

Cameras / website / social media – One camera is out; RH will work with Tim to fix.

## **Regulatory Review**

Airport grant agreements – committee reviewed key elements of the city's obligations agreed to as condition of receiving multiple infrastructure grants.

NOTAM procedures & approved contacts – discussed above.

Airport zoning / Gearhart – Item will be tabled until such time as the city of Gearhart undertakes an update to their Comprehensive Plan (unknown when that will occur). Standing recommendation is to ask for consideration of a zoning update of 9.66 acres of Seaside airport property [taxmap key 61010D001200] to include existing airport use similar to Seaside's AD zone.

RH is on the Gearhart council agenda in March to provide a summary of airport committee work and answer questions [*Edit: this has since been moved to the April 2 meeting*]

## **Dates**

Next COAR grant period October 2025

Next CIP update when?

Next airport meeting Tuesday March 25, 2025 Seaside City Hall

## **Committee member reports & good of the order**

CB suggested the committee develop goals list, vision/mission statement

RH reported that Astoria & EAA chapter 1696 will likely be hosting an air tour stop by an antique warbirds group from Puget Sound in the summer, tentative date is July 14. More details to come.

## **Adjourn**