

**Seaside Airport Advisory Committee
Minutes of Meeting**

March 23, 2021

Call to order: 18:02 hrs.

Members present: Randall Henderson, Dianne Widdop, Jesse Taylor, Joyce Hunt, Dale McDowell, Randy Frank, Teri Carpenter, Roy Bennett.

Members absent: Bruce Francis.

Guests present: RJ Marx, Jeff Gage (both via Zoom).

Review of minutes: Joyce makes a motion to approve January 2021 minutes as presented, Dianne seconds, motion passed.

Introduction: This is our first in person meeting of 2021.

Comments from the floor: Randy mentioned on one of his recent visits to check out the new shed, the foreman Jeremy told him that he was “blown away” by how much use our airport gets. “I had no idea and I have lived here all my life!”. He followed by telling him how the visitors know there are bikes to use.

Infrastructure/Improvements/Funding: Report from Dale, no new updates from the FAA or Oregon Department of Aviation on the Capital Improvement Projects (CIP). No updates on the pavement management program (PMP), but work is to be done this year. Dale reports we can apply for a maximum \$3,000 grant from the Visitors Bureau, but if we have an airport Fly-In after 9/6/21 we could apply for a maximum of \$5,000. The deadline for submission is 5/7/21. The funds are to be used for promotional use and to be spent by the end of December 2022. Dianne to head up a sub-committee for Fly-In. The sub-committee to investigate budget, dates, and what the funds can be spent on. It was suggested that we try to hold the Fly-In during the Poker Run if held this year, also to see if we could get LifeFlight and the Coast Guard to be on display. Thanks to Randall and Dale for the new visitor’s sign-in sheet where airport guests can indicate if they spend money on food, lodging, or in stores. This information will help the airport get grant money from the Visitor’s Bureau. Dale sent the City of Gearhart a request for a \$500.00 grant.

Port of Astoria News: Port meetings have been suspended due to COVID concerns. Once meetings resume the committee will get on the agenda. Teri made a motion to send the Port a bill for the bicycle shed, Dianne seconds, motion passed. Dale to send bill from Public Works.

Maintenance, Safety and Security: Dale reports they are working on getting new runway lights, current lights are now obsolete, and parts are scarce. New lights may look different, but reflectors will look the same. Two FAA approved beacon lights were installed on the new water tower by the High School and 1 beacon light was installed on the north water tower near airport. The north windsock to be replaced. Possible new golf ball on airport, will continue to monitor. Cameras are working. Randall suggested we check to see if the grant money from the Visitors Bureau could be used to pay for the airport internet and WIFI for a year, this would be used to keep the cameras operational, and pilots could access WIFI. Randall says the bikes and the cameras have helped with the increase of traffic at the airport. Dale to

follow up with the FAA in regards airport remarks. Teri and Randall to check on driftwood and debris removal on airport grounds. Gates and fencing are functional. Public Works and committee members continue to keep the grass and airport looking great!

Operations: Visitors are still signing our logbook and leaving nice comments about the airport and bicycles. ODFW used the airport while conducting elk surveys, and the Coast Guard was seen a couple times.

Promotion & Services: The bicycle shed/pilots lounge is near completion. Dale says it started out as a shed but turned into being built to the standards of a commercial building. Thanks to Randall, Jesse, and Kiwi Glass for helping with the upgraded windows. The airport has funds to make the building watertight but nothing for the interior. The City Manager asked Dale for an interior budget which could include electrical, plywood walls, etc. The electrical shed will now need handrailing, Dale suggested an aeronautical theme such as propellers. Currently the airport has 5-6 functioning bicycles. Randall thought about emailing airport subscribers looking for bicycle donations, it was also brought up to ask the police department for abandoned bikes. The committee agreed we should figure out the layout of the shed, so we know exactly how many bikes can be stored. Teri thought we should get all matching bikes that are not too complicated. Randy to ask a friend in the bike industry if he could get a discount buying in bulk. The Fire Department will soon be holding their Safety Fair, committee to investigate getting new donated bicycle helmets. No updates on the liability waiver releasing the City of any liability if a person is injured while on a bicycle. Nothing new with the future airport hangars. Randall mentioned we should make a new reader board to be placed on the new bike shed, it was discussed if we should remove the old board or have both with the same information. The committee also agreed the mailbox that holds sign-in sheet should be relocated to the new shed.

Regulatory Review: This month we are reviewing our CIP (Capital Improvement Program) project list and making recommendations for any changes. As we all know, we are not currently eligible for regular funding until we get to 10 based aircraft but there is still the potential to apply if there is a justified safety need. Regardless, we should maintain the CIP with our priorities. It was agreed we could remove the pilot shelter (restroom to remain), since we have the new shed/lounge. A new flood hydraulic study will not be needed until around 2026. It was also discussed to remove the AWOS due to costs. Teri suggested leaving the AWOS since maybe in the future newer more inexpensive versions will be available. Randall mentioned adding new hangars to the list. Dale was going email the FAA representative to see if there was any type of funding that could be used for hangar construction.

Committee Member Report: Randy reports that during the 3/22/2021 city council meeting he gave council members an update on the bicycle shed and that construction of future hangars are in discussion. There was also discussion about the continuing use of Zoom by the committee, and it was determined that the council's previous vote to allow Zoom access to meetings by the committee remains unchanged until such time as the council takes further action on the topic. Committee members expressed the sentiment that Zoom access to meetings provides the positive benefit of facilitating increased public participation in the committee's work

Next Meeting: Every other month schedule - NEXT REGULAR MEETING May 25, 2021, 6:00pm, at the Seaside Airport. If additional meetings need to be held, they will remain the 4th Tuesday of each month.

Meeting adjourned 19:23 hrs.

