

Seaside Airport Advisory Committee

Minutes of Meeting
November 27, 2012

Meeting called to order by Committee Chairman Randall Henderson at 18:06hrs at Seaside City Hall.

Members present: Randall Henderson, Roy Bennett, Gearhart Mayor Diane Widdop, Councilman Don Johnson, Tracy MacDonald, Steve Phillips and Teri Carpenter

Members Absent: Neal Wallace, Bruce Francis

Guests Present: None

Review of Minutes: Motion by Steve Phillips and a second by Tracy MacDonald to approve the September 27, 2012 minutes. Motion Passed.

Infrastructure / Improvements:

Avigation easements all in place and the tree removal near complete. Drainage part of the project is still underway with some changes and work has been slowed due to grant funding reimbursement to the City has been delayed.

New Committee Member: Introduction of the committee's newest member Teri Carpenter. Teri is filling the position vacancy left by resigning Wally Hamer.

Capital Improvement Project Update (CIP): 5 year CIP update submitted to FAA.

2012-2013: Drainage Improvements

2013: Pavement Management Program. \$50,000 funded by Oregon Department of Aviation.

2013: Carry over NPE funds

2014: AWOS (Automated Weather Observation System) \$233,000

2014: PAPI/REIL (Precision Approach Path Indicators/Runway End Indicator Lights) \$87,000

2014: Medium Intensity Runway Lighting \$298,000

2014: Runway Widening to 60' \$564,000

2016: Wildlife fence east side and security fencing west side \$230,000.

Safety and Security: Randall Henderson still researching a 10 digit key pad lock for the pedestrian gate.

Airport Crew/Courtesy Car: Randall Henderson drafted a crew car policy and release document for the review of the committee. Committee approved the document and Tracy MacDonald made a motion to submit the document to the City Manager and Council, a second to the motion by Mayor Diane Widdop, motion passed unanimous. See Airport Crew Car Policy and Release form on page 3.

Commercial Operations: None

Committee Member Reports: Councilman Don Johnson reports that City Council is to have a goal setting session January 18/19, 2013. Sub-Committee to work on info. package for Council.

For the Good of the Order: Melody Twiss expresses her appreciation for the card and condolences from the Committee in the passing of her husband John Twiss, Twiss Aviation.

Mark Agalzoff is the new City of Seaside Public Works person in charge of the airport maintenance.

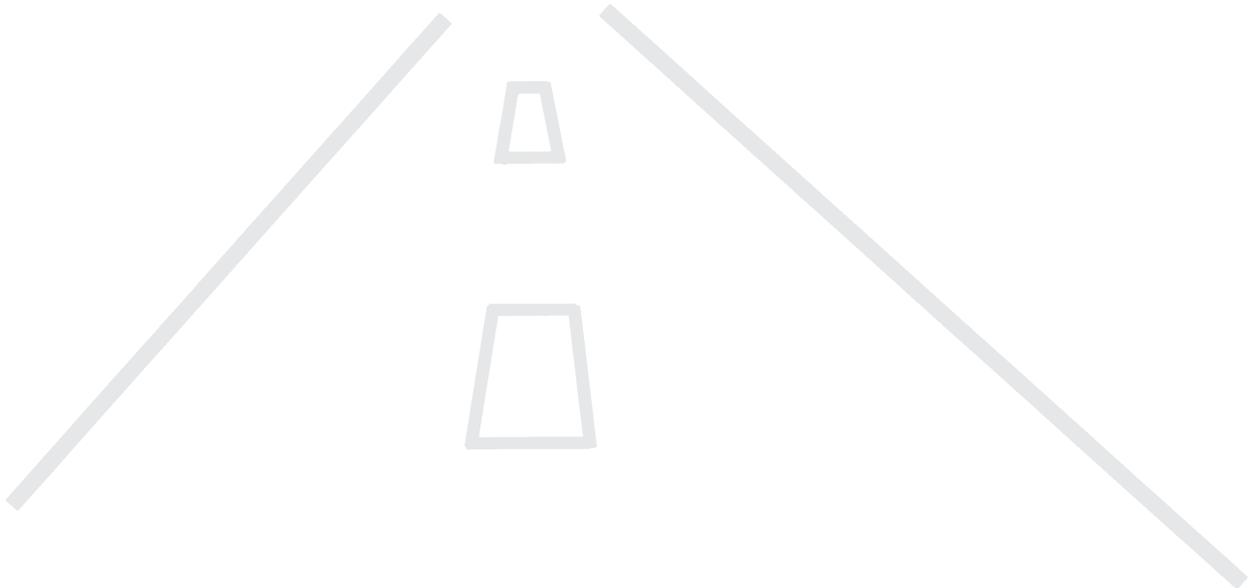
The old car parking area being used as a dirt storage area for the drainage project. Once the project is complete the left over dirt will be spread out and planted for green space.

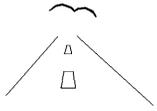
Pacific City State Airport future questionable.

Next Meeting: Every other month schedule - **NEXT REGULAR MEETING Tuesday, January 22, 2013, Seaside City Hall, 6pm.** If additional meetings need to be held they will remain the 4th Tuesday of each month.

Meeting adjourned 18:45hrs.

Minutes by Roy Bennett,
Vice-Chair/Secretary





Airport Crew Car Policy and Release

Visitors to Seaside Municipal Airport will have access to an airport crew car. Use of the car is limited to short trips in the Seaside area. Other than fuel, the car will be provided free of charge. Users will need to have insurance and a license to drive; liability for use of the car is assumed by the user. Overnight use of the car is not allowed (?)

Use of the crew car

The crew car can be utilized to any fly-in visitor of Seaside Municipal Airport, provided:

They have a valid United States [or Canadian?] driver's license.

They have current car insurance.

They sign the *Airport Crew Car Policy and Release* which indemnifies the City from all claims regarding their use of the crew car.

They are over the age of 21.

Use of the crew car is restricted by the following:

Only individuals who have satisfied the above requirements are allowed to use the crew car.

The car can only be used for a period of no longer than six (6) hours unless special arrangements have been made.

While using the crew car, drivers are required to follow all applicable laws of the State of Oregon. In addition they are required to observe the following:

May not operate the crew car while under the influence of alcohol or other chemical which may impair driving ability.

Agrees to refrain from the use of a cellular phone to talk (hands-free or otherwise), text message, access the internet, etc. while operating the crew car.

Agree that they are solely responsible for any legal action which may stem from their use of the crew car, including tickets, lawsuits, accident damage, or repair costs.

Reserving the crew car

No reservations will be accepted for use of the crew car. Use of the car will be on a first-come, first-serve basis.

Returning the crew car

The crew car should be returned with a full tank of fuel, or a monetary donation covering the cost of fuel used.

Monetary donations above the cost of fuel (to help with maintenance, etc.) are graciously welcomed.

Replace the keys in the lockbox.

Note the return time on the sign-in sheet.

List any problems or anomalies encountered while using the car.

Overnight Use of the crew car

Use of the crew car over multiple days (including weekends) will not be allowed.

Name (print) _____

Phone (local or cell) _____

Drivers license (state and number) _____

By signing, I agree to all of the above (signature) _____

Date _____