



## **CITY OF NEWPORT/PORT OF ASTORIA CONSORTIUM BOARD MEETING**

### **AGENDA**

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The City of Newport/Port of Astoria Consortium Board will hold a meeting at **1:00 P.M.**, on **Friday, October 16, 2009**, at the City of Newport. The Consortium Board Members will be meeting in the Council Chambers of the City Hall, 169 SW Coast Highway, Newport, Oregon 97365. A copy of the meeting agenda follows.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder (541)574-0613.

The City of Newport/Port of Astoria Consortium Board reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the work session and/or meeting.

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### **AGENDA**

**Friday, October 16, 2009**  
**City of Newport**  
**City Council Chambers**  
**169 SW Coast Highway**  
**Newport, Oregon 97365**  
**1:00 P.M.**

- I. Additions/Deletions and Approval of Agenda
- II. Approval of Minutes of September 18, 2009 Meeting
- III. Passenger Facility Charge

- IV. Air Service Monthly Marketing Review (provided by SeaPort one week prior to scheduled meetings)
- V. Air Service Quarterly Marketing Review (containing copies of all advertising since July 15, 2009, along with statements/invoices for same)
- VI. Approval of Final Marketing Plan Approval
- VII. Air Service Marketing Efforts – Review by SeaPort
- VIII. Survey Card Update
  - A. Distribution of Cards; Number Received
  - B. Written report of Results (provided by SeaPort one week prior to scheduled meetings)
    - 1. Demographics of Passengers
    - 2. Connecting Passenger Specific Data
      - a. Numbers of Passengers
      - b. Connecting Carriers and Numbers of Passengers Connecting to Specific Carriers
      - c. Flights Passengers Connecting To
      - d. Destination of Passengers
      - e. Other Passenger Comments
- IX. Update on E-Ticketing Software Purchase and Implementation
- X. Interline Ticketing Agreement Status
- XI. Astoria's Offer for AST Airport Engineer Examine Newport's Minimums
- XII. Travel Expenses of Consortium Members and Costs Incurred by City of Newport in Administering Consortium Contracts
- XIII. Discounts Provided to SeaPort Employees and Guests
- XIV. SeaPort Staffing at Newport Airport
- XV. Status of Ordinances Ratifying Intergovernmental Agreement Creating the Consortium
- XVI. SeaPort's Quarterly Progress Report – Discussion and Review
- XVII. Frequency of Meetings – Suggestion to meet on 1<sup>st</sup> and 3<sup>rd</sup> Fridays Monthly

- XVIII. Set Date, Time, and Location of Annual Meeting between Consortium and SeaPort to Evaluate Schedules, Fares, Load Factors, Community Response, and Concerns with the Revenue Guarantee Agreement
- XIX. Request for SeaPort to Make a Presentation on Options for Sustainable Air Service to Newport Airline Sustainability Task Force – Set Date
- XX. Public Comment
- XXI. Adjournment