



AIRPORT ADVISORY COMMISSION URBAN DEVELOPMENT DEPARTMENT

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

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AIRPORT ADVISORY COMMISSION

Board Members

John Foley, Chair
Douglas Brenizer, Vice-Chair
Brian Houston
Brendan O'Mara
Ken Gettys
Kat Pence
Neal White

City Staff

John Paskell, Airport Manager
Darci Palmer, Airport Office Assistant

Next Meeting: April 15, 2020

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City also fully complies with Title VI of the Civil Rights Act of 1964, and Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

MEETING AGENDA

Wednesday, January 15, 2020, 6:00 PM
Airport Terminal
2990 25th Street SE

1. Call to Order/Roll Call
2. Approval of Agenda
 - a. January 15, 2020
3. Approval of Minutes
 - a. October 16, 2019
4. Presentations
 - a. AAC Commissioner Appreciation
5. Public Comment
(Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda.)
6. Reports
 - a. Tower Chief Report – Rob Broyhill
 - b. Airport Manager Report – John Paskell
7. Action Items
 - a. Election of Officers
 - b. Support of Commercial Air Service
8. Items for Commission Discussion
9. Chair's Report
10. Adjournment

NOTE: Remember to declare potential or actual conflicts of interest prior to each item on the agenda.



DRAFT ACTION AGENDA AND MINUTES
AIRPORT ADVISORY COMMISSION
 Wednesday, October 16, 2019 - 6:00 p.m.
 Airport Terminal
www.cityofsalem.net/AAC



This Action Agenda/Minutes is supplemented by an electronic recording of the meeting, which may be reviewed at www.cityofsalem.net/AAC

1. CALL TO ORDER, ROLL CALL, AND APPROVAL OF AGENDA

Call to order: 6:07 p.m.
Roll Call: John Foley – Chair, Doug Brenizer – Vice-Chair, Neal White, Mary Ann Lebold, Ken Gettys, Brendan O’Mara
Excused: LTC Brian Houston
Staff: John Paskell, Darci Palmer

2. APPROVAL OF AGENDA

Motion: Move to approve the October 16, 2019 Meeting Agenda as presented.
Motion by: White **Seconded by:** O’Mara
Action: Approved the Meeting Agenda for October 16, 2019 as presented.
Vote: Unanimous
Motion approved

3. APPROVAL OF MINUTES

Motion: Move to approve the July 17, 2019 Minutes as presented.
Motion by: Lebold **Seconded by:** Brenizer
Action: Approved the Minutes of July 17, 2019 Minutes as presented.
Vote: Unanimous
Motion approved

4. PUBLIC COMMENT (Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda.) Ron Peters, Jessica Murdoch, Kat Pence

5. REPORTS:

- a. Tower Report – Presented by John Paskell
- b. Airport Manager Report – John Paskell

6. ACTION ITEMS

None

7. ITEMS FOR COMMISSION DISCUSSION:

- a. Discussion by Commissioner Gettys on air service development outreach
- b. Presentation by Commission White on the Emergency Preparedness Committee

8. CHAIR’S REPORT:

None

9. ADJOURN: 7:02 p.m.

Transcribed by: Darci Palmer | **Reviewed by:** Anita Sandoval | **Edited by:**

Airport Manager's Report – January 15, 2020

Current Project Updates

1. **Commercial Terminal Apron Rehabilitation:** Mill and overlay of the 4.5-acre commercial terminal ramp is scheduled to begin in Spring 2020.
2. **Pavement Maintenance:** Significant amounts of crack-seal, joint repair and some small asphalt reconstruction was scheduled to occur late in the summer under the Dept. of Aviation's Pavement Maintenance Program, utilizing a combination of State and Airport funds totaling approximately \$110,000. This project has been pushed to Spring 2020 due to funding delays and associated weather issues.
3. **RWY 16/34 PAPI Analysis:** In November 2019 the airport procured a tree survey consultant (AKS Engineering and Forestry) to provide an on-site tree count which will help the City update the mitigation cost estimates. Once the final document is received the City's management team will review and determine the next course of action and determine if a practical mitigation solution exists or if decommissioning the PAPIs is warranted.
4. **Property Development:** The City has a total of \$140,000 (a \$60,000 grant from the Oregon Business Development Dept., \$70,000 from the Fairview Urban Renewal Area and \$10,000 from Airport Operations funds) to provide funding towards industrial site readiness efforts on approximately 30 acres of airport industrial land at the south end of the airport and the airport's property across Airway Drive. Site readiness activities will include endangered species assessments, archaeological studies, Phase 1 environmental (Hazmat) studies, wetland delineations, and flood plain and fill analysis. Coordination with FAA is complete and a Notice to Proceed to the contractor should be forthcoming in the next few weeks. Once completed, the State of Oregon can include these properties in their inventory of certified shovel-ready industrial land.

Airport Business Plan

The final draft version of the business plan is being reviewed internally and is scheduled to be distributed to City Council as an Information Report in the January 27th Council Meeting. While AAC approval was not required, several previous and current AAC members participated in stakeholder outreach meetings and provided comments during draft reviews of the plan.

Air Service Development

The federal Small Community Air Service Development (SCASD) grant application was submitted to the U.S. Dept. of Transportation in July. Awards were expected to be announced by the end of 2019 but have not yet been announced. The application is seeking \$750,000 towards marketing and airline revenue guarantees. The federal money, if awarded, will go along with the State of Oregon grant award of \$500,000 and local pledges of nearly \$650,000 in an overall effort to attract air service to Salem. As is the case each year, the SCASD program is highly competitive. This year's SCASD program has 55 airports applying for a total of \$35M in a program that has \$12M to award.

For anyone interested in finding out more about the community effort to recruit air service to Salem, or if anyone asks you about it as an AAC Commissioner, you can direct them to the website at www.flysle.com

NW Aviation Conference and Trade Show

Salem will once again be in attendance as an exhibitor at the annual NW Aviation Conference and Trade Show in Puyallup on February 22-23, 2020. The booth is being co-sponsored and staffed by the Salem Airport, Oregon Pilots Association and the B-17 Alliance. Thus far John Paskell, Neal White and Terry Scott will be in attendance. For others interested in attending it is being held at the Washington State Fair Grounds Exhibit Hall on Saturday from 9:00 a.m.-5:30 p.m. and Sunday from 10:00 a.m.-4:00 p.m. Tickets are \$5.00 at the door, and the event includes 400+ exhibitors, 122,000 sq. ft. of displays and over 75 hours of safety and other aviation-related seminars.

YEAR	IFR OPS	OVRFLTS	VRFLCL	TOTAL	CHANGE	BUSYDAY
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2018

JAN	539	107	2035	2681	271	161
FEB	544	120	2196	2860	1024	229
MAR	635	177	2785	3597	1114	273
APR	622	159	2422	3203	403	252
MAY	751	224	3367	4342	219	263
JUN	765	193	3488	4446	714	256
JUL	308	196	3080	3573	-891	197
AUG	635	293	2650	3578	-920	238
SEP	382	153	3203	3738	165	249
OCT	638	138	2728	3504	165	202
NOV	676	184	2459	3319	1049	218
DEC	547	81	2376	3004	598	218
TOTALS				41845		

2019

JAN	608	107	2838	3553	872	293
FEB	436	77	1392	1828	-1032	229
MAR	627	128	3065	3820	223	255
APR	542	153	2116	2811	-392	272
MAY	602	165	3095	3862	-480	197
JUN	504	193	3649	4346	-100	222
JUL	618	199	3209	4026	653	189
AUG	778	200	3992	4970	1392	281
SEP	822	147	2866	3688	-50	217
OCT	637	135	3263	4065	561	228
NOV	524	172	2122	2818	-501	246
DEC	457	46	1285	1788	-1216	183
TOTALS				41575		

2019 Salem Airport Noise Complaints

Month reported:

Month	Complaints					Running Total	Households			Monthly Average
	Fixed Wing	Jet	Helicopter	Guard	Total		No. of Households	Repeaters	New	
January	0	0	1	0	1	1	1	1	1.00	
February	1	0	2	0	3	4	3	3	2.00	
March	0	0	0	0	0	4	0	0	1.33	
April	0	0	0	0	0	4	0	0	1.00	
May	0	0	0	0	0	4	0	0	0.80	
June	2	0	1	0	3	7	3	3	1.17	
July	0	0	1	0	1	8	0	1	1.00	
August	4	0	0	0	4	12	0	4	0.88	
September	1	0	0	0	1	13	0	1	0.78	
October	0	0	0	0	0	13	0	0	0.70	
November	0	0	0	0	0	13	0	0	0.64	
December	0	0	0	0	0	13	0	0	0.58	
Yearly Total	8	0	5	0	13	7	0	13		
Yearly Average	61.54%	0.00%	38.46%	0.00%			0.00%	185.71%		

Monthly Comments:

January	1 Helo: 1 New - UNK Helo - After tower hours
February	2 Helo: 2 New - SOAR Helo Ops. 1 Fixed Wing: 1 New - After Hours Touch and Go's
March	No Complaints Recorded
April	No Complaints Recorded
May	No Complaints Recorded
June	2 Fixed Wing: 2 New - Low flying biplane & Collings Foundation Fly-In 1 Helo: 1 New - TV12 Helo over downtown
July	1 Helo: 1 New - UNK Helo - After tower hours
August	4 Fixed Wing: 4 New - Gulfstream/B-35 photo shoot
September	1 Fixed Wing: 1 new - Low flying fixws wing over West Salem
October	No Complaints Recorded as of 10/1/19
November	No Complaints Recorded
December	No Complaints Recorded

2020 Salem Airport Noise Complaints

Month reported:

Month	Complaints					Running Total	Households			Monthly Average
	Fixed Wing	Jet	Helicopter	Guard	Total		No. of Households	Repeaters	New	
January	0	0	0	1	1	1	1	1	1.00	
February	0	0	0	0	0	1	0	0	0.50	
March	0	0	0	0	0	1	0	0	0.33	
April	0	0	0	0	0	1	0	0	0.25	
May	0	0	0	0	0	1	0	0	0.20	
June	0	0	0	0	0	1	0	0	0.17	
July	0	0	0	0	0	1	0	0	0.14	
August	0	0	0	0	0	1	0	0	0.13	
September	0	0	0	0	0	1	0	0	0.11	
October	0	0	0	0	0	1	0	0	0.10	
November	0	0	0	0	0	1	0	0	0.09	
December	0	0	0	0	0	1	0	0	0.08	
Yearly Total	0	0	0	1	1	1	0	1		
Yearly Average	0.00%	0.00%	0.00%	100.00%			0.00%	100.00%		

Monthly Comments:

January 1 Helo: 1 New - Guard Helo Training - As of 1/8/2020

February

March

April

May

June

July

August

September

October

November

December