



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
Maj. Nathan Edgcomb
Brendan O'Mara
Ken Gettys
Kat Pence
Neal White

City Staff

John Paskell, Airport Manager
Anita Sandoval, Supervisor

Next Meeting: July 21, 2021

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, April 21, 2021, 6:00 PM

**Due to the COVID-19 Pandemic, this meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items by 5:00 p.m., or earlier, one day prior to the day of the meeting at AAC@cityofsalem.net.

1. Call to Order/Roll Call
2. Approval of Agenda
 - a. April 21, 2021
3. Approval of Minutes
 - a. January 20, 2021
4. Reports
 - a. Tower Chief Report – Rob Broyhill
 - b. Airport Manager Report – John Paskell
5. Action Items
6. Items for Commission Discussion
7. Chair's Report
8. 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, January 20, 2021 - 6:00 p.m.
 Virtual Meeting
[YouTube](#)



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: 6:05 p.m.

Roll Call: John Foley – Chair, Doug Brenizer -Vice-Chair, LTC Nathan Edgecomb, Brendan O’Mara, Ken Gettys, Neal White

Absent: Kat Pence

Staff: John Paskell, Darci Palmer

2. APPROVAL OF AGENDA

Motion: Move to approve the January 20, 2021 Meeting Agenda as presented.

Motion by: White **Seconded by:** Brenizer

Action: Approved the Meeting Agenda for January 20, 2021 as presented.

Vote: Unanimous

Motion approved

3. APPROVAL OF MINUTES

Motion: Move to approve the October 21, 2020 Minutes as presented.

Motion by: Brenizer **Seconded by:** White

Action: Approved the Minutes of October 21, 2020 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.) None

5. REPORTS:

- a. Tower Report – John Paskell
- b. Airport Manager Report – John Paskell
- c. Airport 101/Economic Development Presentation – John Paskell

6. ACTION ITEMS

a. Election of Officers

Nomination for Chair: Foley Acceptance: Yes

Nominated by: White **Seconded by:** Brenizer

Motion: Move to appoint John Foley as AAC Chair for one year.

Action: Appointed John Foley as AAC Chair for one year.

Vote: **Aye: Unanimous**

Nomination for Vice-Chair: Brenizer Acceptance: Yes

Nominated by: Foley **Seconded by:** White

Motion: Move to appoint Doug Brenizer as AAC Vice-Chair for one year.

Action: Appointed Doug Brenizer as AAC Vice-Chair for one year.

Vote: **Aye: Unanimous**

b. Airport Site Development Fee Abatement

Motion: Recommend Fee Abatement for 5 years for Airport Site Development

Motion by: Foley **Seconded by:** White

DISCUSSION - COMMENTS/QUESTIONS: White, Gettys, Brenizer

Action: Recommend that City Council the Fee Abatement for 5 years for Airport Site Development

Vote: Aye 5 Nay 0 Abstain 1

7. ITEMS FOR COMMISSION DISCUSSION: Emergency Preparedness Report

8. CHAIR'S REPORT:

9. ADJOURNMENT:

Meeting adjourned at 7:35 p.m.

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

DRAFT

Airport Manager's Report – April 21, 2021

Project Updates

1. **2021 Taxiway Improvement Project:** The project design and environmental work is complete, and the project is scheduled to go out to bid in late April. Bid opening will be in late May and project start date is expected to be in mid-July with completion by end of September. Taxiway closure information will go out to airport users in advance of the project start date. As a reminder, the project includes:

The complete removal and replacement of the concrete portion of Taxiway C.

An asphalt mill and overlay of Taxiway K between Taxiways C and A.

The removal of asphalt sections of an old closed taxiway, east and west of the Compass Rose.

Pavement maintenance on a variety of other taxiway surfaces, primarily crack sealing, and some repair work on Taxiway M.

2. **New Hangars:** Three of the four 45' x 50' lots on the south end of the newer hangar area are in the building permit process and construction is likely to begin this month. The fourth lot will likely follow soon thereafter.

Two larger corporate hangars at the south end of the airport are in the design and site review process with the City. Those hangars will be approximately 80' x 80' in size and should be under construction later this spring/summer.

Air Service Development

The Small Community Air Service Development (SCASD) grant to support the community's ongoing air service development efforts was submitted on March 2, 2021. Grants were originally due no later than January 26th but the deadline was extended, and program was provided additional funding (from \$13M up to \$18M) as part of the second round of Coronavirus Relief funding in December. All told, 77 application were submitted, seeking \$57.5 million dollars for a program that has \$18 million to distribute, or approximately enough to fund about one third of the requests. Salem's application is seeking \$850,000 for minimum revenue guarantee assistance for service to the San Francisco Bay Area.

As a reminder, the City Council's approval to apply for a grant was contingent upon *submitting* the application only. If Salem is awarded a grant, we would have to return to City Council for approval to *accept* the grant, for which I would seek an AAC recommendation. Depending on the timing it will likely require a special AAC meeting.

A small contingent of local air service development representatives attended an in-person headquarters meeting with SkyWest Airlines on January 28th. (I should have a brief update to provide during the AAC meeting.)

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

MAR 2021

MARCH- 4126

Difference from MAR 2020 +1526

Busiest Day / 300

JAN-DEC 2020 - 38970

JAN-MAR 2021 - 9074

JAN-MAR 2021

AC-0

AT-707

GA LOCAL- 3215

GA ITINERANT-3929

MIL- 898 (ITINERANT & Local Operations)

OVER FLIGHTS- 325

2021 Salem Airport Noise Complaints

Month reported:

Month	Complaints					Running Total	Households		
	Fixed Wing	Jet	Helicopter	Military	Total		No. of Households	Repeaters	New
January	0	0	0	0	0	0	0		0.00
February	0	0	0	0	0	0	0		0.00
March	0	0	0	2	2	2	0	2	0.00
April	0	0	0	0	0	2	0		0.00
May	0	0	0	0	0	2	0		0.00
June	0	0	0	0	0	2	0		0.00
July	0	0	0	0	0	2	0		0.00
August	0	0	0	0	0	2	0		0.00
September	0	0	0	0	0	2	0		0.00
October	0	0	0	0	0	2	0		0.00
November	0	0	0	0	0	2	0		0.00
December	0	0	0	0	0	2	0		0.00
Yearly Total	0	0	0	2	2		0	0	2
Yearly Average	0.00%	0.00%	0.00%	100.00%			#DIV/0!	#DIV/0!	

Monthly Comments:

- January No Complaints Recorded
- February No Complaints Recorded
- March 2 New: Helo: Military Night Training
- April No Complaints Recorded as of 4/14/21
- May
- June
- July
- August
- September
- October
- November
- December