



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
Mary Ann Lebold
Brian Houston
Brendan O'Mara
Ken Gettys
Neal White

City Staff

John Paskell, Airport Manager
Darci Palmer, Airport Office Assistant

Next Meeting: January 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, October 16, 2019, 6:00 PM

Airport Terminal
2990 25th Street SE

1. Call to Order/Roll Call
2. Approval of Agenda
 - a. October 16, 2019
3. Approval of Minutes
 - a. July 17, 2019
4. Public Comment
(Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda.)
5. Reports
 - a. Tower Chief Report – Rob Broyhill
 - b. Airport Manager Report – John Paskell
6. Action Items
 - a. None
7. Items for Commission Discussion
8. Chair's Report
9. 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, July 17, 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: 6:00 p.m.

Roll Call: John Foley – Chair, Neal White, Mary Ann Lebold, LTC Brian Houston, Ken Gettys, Brendan O’Mara

Excused: Doug Brenizer – Vice-Chair

Staff: John Paskell, Darci Palmer

2. APPROVAL OF AGENDA

Motion: Move to approve the July 17, 2019 Meeting Agenda as presented.

Motion by: White **Seconded by:** Houston

Action: Approved the Meeting Agenda for July 17, 2019 as presented.

Vote: Unanimous

Motion approved

3. APPROVAL OF MINUTES

Motion: Move to approve the April 17, 2019 Minutes as presented.

Motion by: Houston **Seconded by:** Gettys

Action: Approved the Minutes of April 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 Sterba, Jessica Murdoch

5. REPORTS:

a. Tower Report – Rob Broyhill

b. Airport Manager Report – John Paskell

6. ACTION ITEMS

None

7. ITEMS FOR COMMISSION DISCUSSION: None

8. CHAIR’S REPORT:

None

9. ADJOURNMENT:

Motion: Move to adjourn meeting at 6:59 p.m.

Motion by: Gettys **Seconded by:** White

Action: Adjournment of meeting

Vote: Unanimous

Motion approved

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

Airport Manager's Report – October 16, 2019

Current Project Updates

1. **Commercial Terminal Apron Rehabilitation:** FAA Grant award of \$1,059,860 was received in late July. (This award amount was a reduction from the original estimate of \$1.2M as the construction bids came in lower than estimated.) Unfortunately, because of the late grant award, contractor scheduling conflicts, and the early onset of rain and cold the start of this project has been pushed to 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 also been pushed to Spring 2020 due to funding delays and associated weather issues.
3. **RWY 16/34 PAPI Analysis:** The airport is in the process of securing a tree survey consultant to provide an on-site tree count which will then help the City update the mitigation cost estimates accordingly. Once these two steps are completed then the City's management team will review and determine the next course of action and if a practical solution exists.
4. **Property Development:** The City has received a \$60,000 grant from the State of Oregon (through the Oregon Business Development Dept.), which, along with \$70,000 from the Fairview Urban Renewal Area and \$10,000 from Airport Operations funds (for a total of \$140,000) provides sufficient 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 should occur soon at which time a Notice to Proceed can be issued to the contractor. Once completed, the State of Oregon can include these properties in their inventory of certified shovel-ready industrial land.

Airport Business Plan

The first draft version of the business plan has been distributed to several individuals that participated in stakeholder meetings earlier in the data collection process. AAC Commissioners Doug Brenizer and John Foley have been included in the first draft review. City staff is still planning to have a final version completed by the end of the calendar year.

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 are expected to be announced by the end of 2019. 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 offer.

Warbirds Over the West/AOPA Regional Fly-In

The B-17 Alliance Foundation hosted another successful Warbirds Over the West event on August 10 & 11. The primary planners for that event (Bryan Heim and Jessica Murdoch) are now working with Airport staff to review AOPA's regional fly-in RFP for their 2021/2022 seasons. A conference call with AOPA is schedule for Thursday, October 17th to address some of the particulars of their RFP.

YEAR
2018

IFR OPS OVRFLTS VRF/LCL TOTAL CHANGE BUSYDAY

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						
OCT						
NOV						
DEC						
TOTALS						

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	1.00	
February	1	0	2	0	3	4		3	2.00	
March	0	0	0	0	0	4		0	1.33	
April	0	0	0	0	0	4		0	1.00	
May	0	0	0	0	0	4		0	0.80	
June	2	0	1	0	3	7		3	1.17	
July	0	0	1	0	1	8		1	1.00	
August	4	0	0	0	4	12		4	0.88	
September	1	0	0	0	1	13		1	0.78	
October	0	0	0	0	0	13		0	0.70	
November	0	0	0	0	0	13		0	0.64	
December	0	0	0	0	0	13		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 fixwxs wing over West Salem
October	No Complaints Recorded as of 10/1/19
November	
December	