



NOTES
AIRPORT ADVISORY COMMISSION
 Wednesday, May 18, 2011 - 6:00 P.M.
 Terminal - Conference Room
www.cityofsalem.net/SLE



Roll Call Members:	Present/Absent
Tim Hay – Chair	Present
Guy Culbertson	Present
Darr Goss	Excused
Jim Harr - Vice	Present
Mary Ann Lebold	Present
James Nafziger	Excused
Mark Ulvin	Present

Staff Present

Mark Jucht - UD
 Therese Van Vleet - UD
 Dianne Majors - UD

Guests

Barry Bowers – Flight Deck Rest.
 Judith Holliday – C.A.P.
 John Holliday - C.A.P.
 Dave Daniels - C.A.P.
 Ron Peters- Salem Aviation

1. CALL TO ORDER AND APPROVAL OF AGENDA

Chair Hay called the meeting to order at 6:00 PM, noting a quorum of appointed members was present.

Ms Lebold **MADE A MOTION** to approve the agenda as presented. The seconded **MOTION CARRIED** unanimously.

2. APPROVAL OF MINUTES

Ms Lebold **MADE A MOTION** to approve the minutes of April 20, 2011, as **AMENDED**: change Item 7 (4) from “Hot August Nights” to “Hot August Flights”; seconded by: Jim Harr. The seconded **MOTION CARRIED** unanimously.

3. APPEARANCE OF INTERESTED CITIZENS

None.

4. REPORTS

a. Tower Chief Report - Cindy Ford

There were 3,260 operations for April 2011; 68 more than the same month of 2010. The busy day had 209.

Q. Were there any deviations?

A. None were included in the report.

b. Enplanements

The week of April 26-29 there were 31 enplanements; May 2-6 there were 20; May 9-13 there were 26.

Q. If passengers from Newport get off and back on the plane in Salem do they count toward enplanements?

A. No, they don't count.

Q. Is SeaPort an authorized travel source for the State of Oregon?

A. Chair Hay said the State is putting together an agreement with SeaPort to be an authorized travel provider. SeaPort will give a travel presentation in June to state employees.

c. Noise Complaints

One fixed wing, and one helicopter, noise complaint were received in April. The *Armed Forces Day* event at the Capitol Mall on Thursday may generate noise complaints, which will be reported at the June AAC meeting.

d. Master Plan Update – Mark Jucht

The next Master Plan meeting will be June 22; Mead & Hunt will provide the next set of documents ten days prior. Extra copies will be made available for City Council and the Mayor.

e. Marketing Task Force – Jim Harr & Guy Culbertson

No change was reported.

f. Gates Codes/Procedure - Mark Jucht

Real estate boxes will be placed near the gates; they will hold notifications next week; the gate codes will be changed 30 days later. Both north and south tenant hangar areas will have the same code. Mr Franklin is putting together a one page document about driving on the airport. The expectation is tenants will acknowledge the rules to receive the code; will use public roads, and not the taxiways, to traverse the airport; and will provide essential contact information. Members suggested hanger and tail numbers be requested along with contact information.

g. Runway Extension Schedule – Mark Jucht

Mr Jucht gave a presentation reflecting the one given to City Council April 25, 2011: “Charting the Airport’s Future.”

h. Other Reports

Announcements: SeaPort contest flyer; *Armed Forces Day* celebration at the Capitol Mall; the Cascades Air Show in Madras; and the June 6 grand opening of the Aviation Museum, at McMinnville, Water Park. The Flight Deck Restaurant will be undergoing an energy audit. The aircraft washing area has been designated in the area south of the terminal as the drainage was upgraded during the recent renovation. Parking fees will continue to be collected by envelope, but there will be new collection boxes. There were too many obstacles to acquire an electronic parking machine in time for the grant, which will close at the end of the month. The west gravel parking lot has been paved.

5. ACTION ITEMS

a. Fee Resolution – Dianne Majors

Staff intends to review fee resolutions more frequently, possibly making them a part of the budget process. Some older leases require approval for fee changes from the AAC. Newer lease language has a new method of rate adjustment. Area 3, which has the old lease language, has a 25 cent per square foot (PSF) rate. Staff recommended it be changed to 26 cents psf.

Mr Culbertson declared an actual conflict of interest, as he owns a hangar in Area 3; Mr Harr and Ms Lebold declared potential conflicts of interest as they own hangars in other areas on the Airport.

Mr Harr **MADE A MOTION**, to approve the rate increase of one cent per square foot in Area 3. The seconded **MOTION CARRIED**. Mr Culbertson abstained.

Chair Hay requested staff provide materials in advance for items requiring motions.

6. ITEMS FOR DISCUSSION

None.

7. CHAIR’S REPORT

Mr Jucht announced his departure as Airport Manager, he is returning to Spokane. Mr Wales was promoted to Director of the Urban Development Department on Friday. An additional maintenance person was hired, Don White.

8. ADJOURNMENT

Chair Hay adjourned the meeting at 6:59 PM. The next meeting is scheduled for June 15, 2011, terminal building.

Division web site: www.cityofsalem.net/SLE Commission web site: www.cityofsalem.net/AirportAdvisoryCommission

Transcribed by: Therese Van Vleet: 503.588.6178, tvavleet@cityofsalem.net | Digitally recorded.

Reviewed by: Anita Sandoval | Edited by: Mark Jucht and Dianne Majors



SALEM MUNICIPAL AIRPORT: CHARTING THE AIRPORT'S FUTURE

Airport Advisory Commission May 18, 2011

Airport Planning & Development

- Airport as an Asset
- Master Plan & Assessment
- Funding Strategy & Opportunities
- Defining a Growing & Sustainable Future

Key Issues:

- Focus on the Future – decisions in next few months control next 6-10 years of the Airport's future
- Preserve options for future by moving forward with 1,200 foot runway extension project
 - Immediate focus: Environmental Assessment



Airport as an Asset

- Contract tower – FAA covers cost at 50,000 aircraft operations (take off or landing)
- Instrument Landing System – pilots can land in low visibility conditions
- Favorable lease rates and landing fees, ample ramps for plane maneuvers
- Airport covers costs of infrastructure
- 70 acres shovel ready for new building development

Airport's Economic Impact

- Payroll from businesses on property: \$65M*
 - Garmin, National Guard, West Coast Washers, Microflec
- Economic impact in community: \$793M*
- \$3M URA investment to open 20 acres at south end for development
- Recent investment in private corporate hangar – matched URA investment, construction jobs

*Source: Oregon Aviation Plan 2007, Mead & Hunt with Oregon Department of Aviation

What is the Airport Master Plan?

- Federal document; provides twenty-year guide for future operation and development of the airport
- FAA-required content includes:
 - Description of airport setting: land use/zoning, noise compatibility; inventory of airfield facilities
 - Forecasts demand for aircraft operations by type compared to capacity of the airport
 - Assesses facility requirements to meet projected demand for alternative development scenarios
 - Development program (with \$) for preferred alternatives

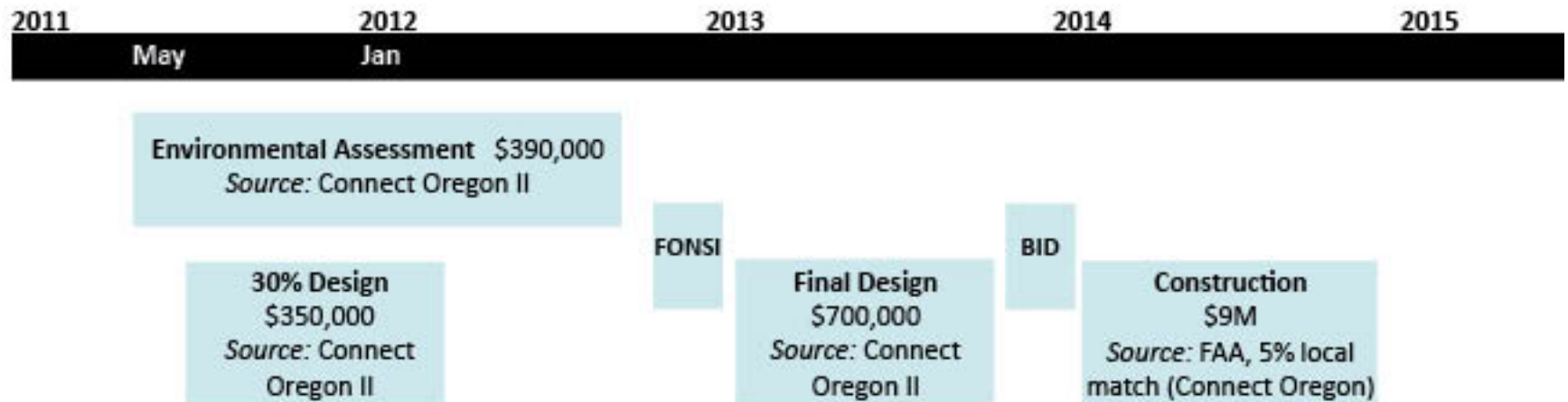
Funding Strategy

- Deferred maintenance (lighting, airfield, taxiway C)
 - \$2,000,000 – 4,000,000 from FAA
- Runway extension:
 - \$9,000,000 – 11,000,00 from FAA, Connect Oregon II
- Total: \$11 to \$15M over next four years

Sustainable Strategy

- Move forward with Environmental Assessment
- Runway Extension: (add 1,200 feet)
RW 13/31 to 7,000 feet improved navigational aids
(NextGen)
- Business Plan to diversify revenues and add capacity

Runway Extension: Preserve Options for the Future



Runway Extension: Preserve Options for the Future



Salem McNary Field Environmental Assessment

Aerial: City of Salem, 2008

Legend

- Proposed EA Study Area
- Relocated MALSR
- Runway Extension
- Runway Protection Zones
- Existing
- Relocated



Runway Extension Considerations

- When runway extension proceeds
 - Open door to larger corporate jets
 - Opportunities for existing tenants
 - Corporate
 - Military
 - General aviation
 - Industrial development/aviation related
 - Preserve option for passenger service in future
- Economic development

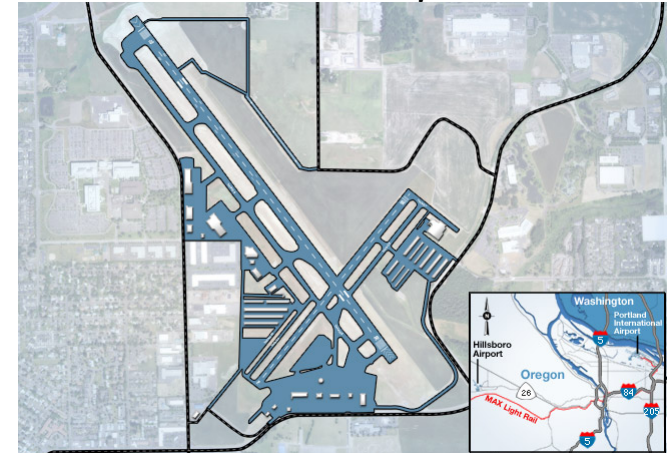
Next Steps:

- May 9: authorization of Environmental Assessment
- June 14, 2011 – ODOT to consider Grant extension
- June 2011: Consider authorization of Engineering Services RW 13/31 (existing conditions)
- Staff will continue to work with FAA re: funding
- Fall 2011 Council Work Session: Business Plan
- Future AAC/Council Updates re: Master Plan at critical milestones
- Tenant considerations and opportunities

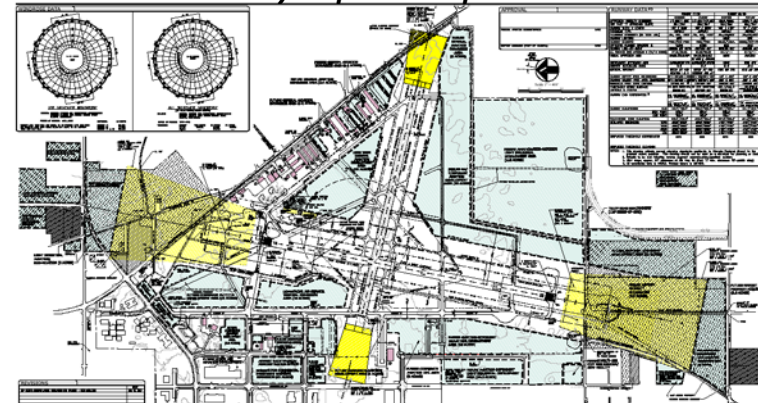
Airport Comparisons

- Hillsboro example
 - PDX control; 9 staff
 - Aircraft operations: 220,213
 - Operating budget: \$3.12M (FY10)
 - Runway: 6,600 ft
- Olympia example
 - Port owned/operated; 4 staff
 - Aircraft operations: 52,723
 - Operating budget: \$2.3M (FY11)
 - Runway: 5,501 ft

Hillsboro Airport



Olympia Airport



Airport Comparison

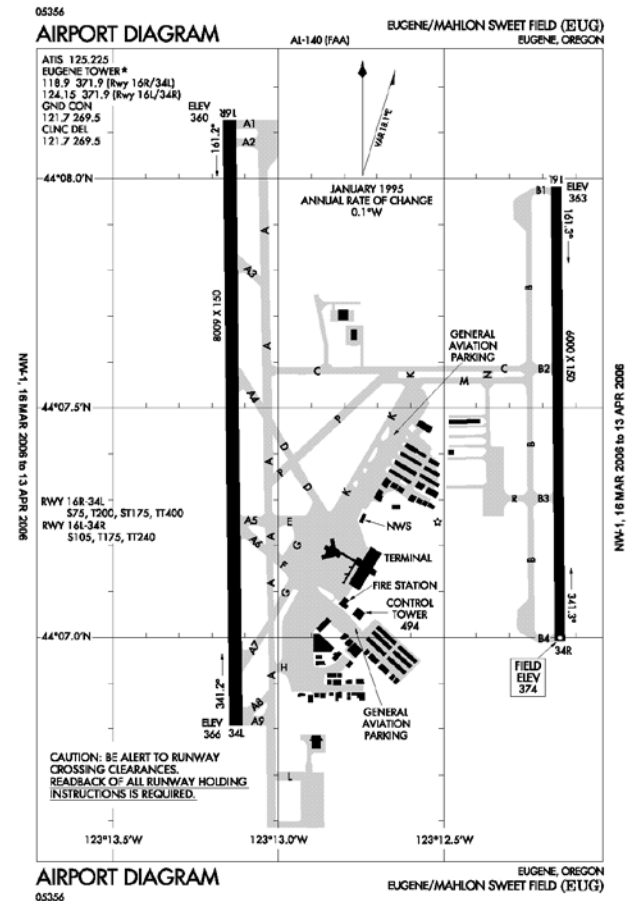
■ Eugene example

- Aircraft operations: 69,564
- Operating budget: \$5.0M (FY11)
- Runway: 8,009 ft
- Staffing: 32.75

■ Salem

- Aircraft operations: 40,416
- Operating budget: \$700,000K
- Runway: 5,800 ft
- Staffing: 4.0 FTE

Eugene Airport



Development Considerations

- Infrastructure to support business decision, investment already occurred
 - Runway length works for now, taxiways for maneuvering, Instrument Landing System, tower
 - Highly cost competitive: landing fees, etc.
- Well positioned with developable sites
 - General Aviation
 - Corporate
 - Military
 - Passenger/Commercial
 - Aviation related /Industrial

Continue Development

- Runway Extension will provide long term potential for multiple opportunities
- Comments.....