

**MINUTES**  
**AIRPORT ADVISORY COMMISSION**  
**Wednesday, June 18, 2008**  
**Fire Station 6, EMS Division, 2742 25<sup>th</sup> Street SE**  
**6:00 PM**

<b>Members Present</b>	<b>Members Absent</b>	<b>Guests</b>
Tim Hay	James Nagziger	Ron Peters
Mark Renaud	Kindra Jordan	Jim / Gwen Graham
Mary Ann Lebold		Gilbert Purdy
Jim Harr		Cynthia Brown
Major Mark Ulvin	<b>Staff Present</b>	Dennis Thompson
	Alan Alexander	Cindy Ford
	Kathy Sime	Jim Hall
	Vicki Hardin Woods	Dan Reid
		Janice Munsey
		Jim Wall

**1. CALL TO ORDER**

Chair Tim Hay called the meeting to order at 6:07 P.M.

**2. Roll Call**

Tim Hay - Here  
 Mark Renaud - Here  
 Major Mark Ulvin for LTC Todd Farmer – Here  
 Kindra Jordan - Absent  
 Mary Ann Lebold - Here  
 Jim Harr – Here  
 James Nafziger – Absent

**3. APPROVAL OF MINUTES**

Jim Harr made a Motion to approve the May 20, 2008 Minutes Mark Renaud seconded the Motion and the Motion passed with a unanimous vote.

**4. APPEARANCE OF INTERESTED CITIZENS**

Gwen Graham stated that Graham Aviation will be hosting Diamond Day at the Airport to celebrate their diamond status and to promote their new diamond aircraft. The event

will be held on Saturday, August 2, 2008. They would like to promote Salem Airport as a “fly-in” airport. There will be free booth space available for this event. Gwen encouraged anyone interested in aviation to participate and Graham Aviation is seeking aircraft for static display. There will be airplane rides. Gwen stated that she is working closely with Flight Deck with this event and further stated that Flight Deck will not be hosting Hot August Flights this summer.

There are sponsorship opportunities available. Gwen asked the City of Salem to provide portable restrooms as well as support staff. They have invited the Army National Guard to participate.

Gwen stated that she spoke with Civil Air Patrol for crowd control, etc. Dennis Thompson pointed out that Marion County Search & Rescue may have some volunteers available.

#### **4. REPORTS**

##### **a. Tower Chief Report**

Tower chief Cindy Ford gave the following report: Traffic count for May 2008 was 4,222 a decrease of 4,045 operations under May 2007. Total 12 month total through May 2008 was 85,045. The busy day was 221 operations. Cindy stated that the month of June has improved due to weather and increase in training through Graham Aviation as well as helicopter schools from other areas. Cindy stated that there were no accidents or incidents.

##### **b. Airline Update**

Alan Alexander gave the following report: The total number of passenger departures for the month of May 2008 was 2239. The total number of passenger arrivals for the month of May 2008 was 2210 for a total passenger count of 4449. 46,549 passengers were processed through the terminal for the first year of service. Alan stated that Delta temporarily removed the Tuesday / Wednesday afternoon flight. Alan stated that some airports with similar markets have lost ½ of their service. Alan stated that the load factors are good.

##### **c. Connect Oregon II Update**

Alan stated that on June 20, the Connect Oregon II committee will meet and make the final decision for all grants submitted. Alan stated that both the Salem projects are on the recommended funding list. Alan will travel to Enterprise for the meeting. Alan stated that most of the matching funds will come from the FAA and the Airport will have a small portion due for the matching funds.

##### **d. Airport Terminal / Salem Area Promotion**

Tim Hay stated that SCVA (Salem Convention Visitor’s Association) would like to place informational brochures in the terminal on a wall rack.

e. **Sun Quest Lease Request**

Alan Alexander gave a brief review of the status of the proposed Lease request. Ryan Smith of Sun Quest informed Alan that Sun Quest, in the interest of airport harmony, would be willing to consider other sign locations. Alan met with Amy Dixon, City sign code inspector. The proposed sign would meet all city requirements and codes. The sign would be at the south side of the entrance near the Colson property.

Mark Renaud **made a Motion** to recommend a short term lease to be executed for the placement of a sign. Jim Harr **seconded the Motion and the Motion passed with a unanimous vote.**

f. **Other Reports**

Alan stated that 4 hangars were inspected last month as part of the hangar inspection program implemented by the Airport. Alan further stated that an additional 10 owners have been notified for inspection within the next month.

Alan stated that City Council voted to deny the operating license for Leading Edge.

Alan stated that an Xtra Air Charter flight flew out of Salem airport on June 16 to Wendover, Nevada. The next flight will be in September and the tickets for that flight should be on sale. Alan stated that the service was popular by the passengers, and the charter was on time and well prepared. SkyWest provided the ground handling and TSA provided the security

Alan stated that the Collins Foundation brought 4 war planes to Salem ( B-17, B-24, B-25 and P-51). The event was very well attended. Some of the planes were the only one of their kind still in operation. Alan stated that the event was well received by the community.

Alan stated that one of the functions of the AAC is to review lease rates. Alan stated that there are two areas to be appraised. The one area is the industrial property on the West side of 25<sup>th</sup> street and the other property is located behind Val Avionics. Alan would like AAC to review the appraisals when they are received and make a recommendation.

Jim Wall asked how many hangars are on the airport. Alan stated that there are approximately 112 buildings on the airport.

Mr. Wall asked if the appraisals were being done by professional appraisers. Alan stated that they are done by an MAI appraiser. They will be available to the public.

Ron Peters inquired about the possibility of a non-stop flight to LA. Alan stated that the City made a proposal to Delta and nothing has yet been decided. Alan stated that with the high fuel costs, Delta is probably not expanding at this time.

Alan stated they the Airport is still working on the project regarding taxilanes in the South end with another electric gate for the south hangar area. Alan stated that the new gate will provide additional access to the south hangar area.

## 5. ITEMS FOR COMMISSION DISCUSSION

Mary Ann Lebold inquired about signage at 25<sup>th</sup> and Madrona. She pointed out that the current sign could use some improvement. Alan stated that the sign is in the Public Works right of way.

Mary Ann **made a Motion** for the AAC to request that the Public Works Division refurbish the sign at 25<sup>th</sup> and Madronna. Jim Harr **seconded the Motion and the Motion passed with a unanimous vote.** Vickie Hardin Woods pointed out that Public Works would probably not pay for the signage. She suggested that the Airport look for funding prior to the request. There was discussion regarding the current signage as well as future signage.

Major Mark Ulvin, aviation support specialist introduced himself. Major Ulvin will step in for LTC Todd Farmer until LTC Farmer returns from his deployment. Major Ulvin stated that a contract has been awarded for their new building on the south side of their property.

Mark Renaud asked if there would be helicopters here for search and rescue once the blackhawks are deployed. Major Ulvin stated that there will be some aircraft here for search & rescue, but mainly for search. The replacement helicopters may not be medically equipped and there may be no hoist equipment.

## 6. CHAIRS REPORT

## 7. ADJOURNMENT

Chair Tim Hay **adjourned the meeting** at 6.55 P.M.

Date Approved: \_\_\_\_\_

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Tim Hay, Chair  
Airport Advisory Commission