

**MINUTES**  
**AIRPORT ADVISORY COMMISSION**  
**Wednesday, November 19, 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	Kindra Jordan	Gilbert Purdy
Mary Ann Lebold		Gwen / Jim Graham
Major Mark Ulvin		Cynthia Brown
James Nafziger		Janice Munsey
Jim Harr	<b>Staff Present</b>	Dan Ried
Mark Renaud	Alan Alexander	J.P. McLaughlin
	Kathy Sime	Jim Wall
		Ron Peters
		Jim Hall

**1. CALL TO ORDER**

Chair Tim Hay called the meeting to order at 6:00 P.M.

**2. Roll Call**

Tim Hay - Here  
 Mark Renaud – Absent – Arrived Late 6:03  
 Major Mark Ulvin – Here  
 Kindra Jordan - Absent  
 Mary Ann Lebold - Here  
 Jim Harr – Here  
 James Nafziger – Here

**3. APPROVAL OF MINUTES**

Jim Harr **made a Motion** to approve the October 15, 2008 Minutes. James Nafziger seconded **the Motion** and the **Motion passed with a unanimous vote.**

**4. APPEARANCE OF INTERESTED CITIZENS**

Dan Reid inquired about the new city website. Alan stated that the City has redone their website.

## **5. REPORTS**

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

Cindy Ford was unable to attend. Alan Alexander gave the following report: Traffic count for October 2008 was 4574, a decrease of 837 operations over October 2007. Total 12 month total through October 2008 was 66,359. The busy day was 224 operations.

### **b. Airport Noise Workgroup**

Alan Alexander stated that a work group was to be formed dealing with airport noise. Alan stated that as a part of the application for leading Edge, they were to participate in the work group. The work group will consist of a representative from Graham Aviation, a representative from Leading Edge, Tower personnel, airport operations and a representative of 4 neighborhood associations. Alan contacted the 4 neighborhood associations around the airport and asked the Chair to appoint a representative as well as an alternate. The first meeting will be held in January, 2009. The work group will report to the AAC after the first year and the work group will provide updated reports to Council. Alan stated that he is looking for positive dialogue between neighborhood groups and users of the airport. Major Mark Ulvin asked if the first meeting would be scheduled before the next AAC meeting. Alan stated that the airport staff and users have been identified and he is waiting for the neighborhood associations to make appointments. Morningside, Sesna, Semca and Scan neighborhood associations are the identified as the groups to participate.

### **c. Proposed Chapter 9 Fueling Regulations**

Alan Alexander stated that he and Tim Hay met to discuss and prepare language for the changes to Chapter 9 dealing with fueling regulations. Alan stated that he will provide this information to the AAC prior to the December meeting so the matter can be discussed at the December AAC meeting. Alan stated that the majority of the changes will include adequate training, financial liability, etc.

### **d. Other Reports**

Alan Alexander stated that the airport continues to receive calls from the public regarding the lack of commercial air service in Salem. The Airport, through the City, has commissioned a market analysis for Salem / Seattle service. The job has been completed and is being shared with SkyWest who would be the primary carrier. No feedback has been received. A letter is being drafted for the Mayor to send to Delta for reconsideration of air service due to lower fuel prices for return of air service this spring. Alan stated that the availability of air service is not lost, but it is a matter of looking for the right opportunity and the right time.

Alan stated that construction in the south hangar area is almost complete. The gate operator still needs to be installed as well as a light standard near the gate. The final installation of nine new taxi signs on Taxiway Charlie should be complete and wired by next week. Alan stated that the people on the list for hangar sites will be contacted in the next couple of weeks.

Alan stated that he completed six hangar inspections in October. The airport is about half way through the list. Of all the hangars inspected to date, there are two hangars identified that do not have aircraft, but a correction plan is in place for both hangars.

There were 54 noise complaints for the month of October, 2008. 50 of the complaints were from the same household, two complaints were from a second household and the remaining two complaints were from different households.

Tim Hay asked about the final airline count through October, 2008. Alan stated that over 62,000 passengers were processed through our terminal.

Mark Renaud asked if the Airport was still eligible for the Federal Aid even though our service is gone. Alan stated the funds are based on calendar year and the Airport qualified last year because there were over 10,000 certified enplanements before December, 2007. There were also over 10,000 certified enplanements for 2008. The airport will receive primary entitlement funding for two years. The airport is eligible for the funds the year after achieving the status. Congress has not yet passed the appropriation bill for the FAA. The FAA is still running on continuing resolutions and the allocation is broken down in portions throughout the year. The availability of the second year is contingent upon action authorized in the FAA budget. Alan stated that it is too early to tell what will happen but if all conditions remain equal in the airport improvement program, the airport will qualify for the second year. Mark asked if the funds were "use it or lose it". Alan stated that you can carry the funds over for three years. The funds are "entitlement funds" based upon commercial service and enplanements. Mark Renaud asked if the Airport received funds for the runway extension. Alan stated that the airport got an "earmark" for \$985,000 for a runway extension. Alan stated that the airport was certified for funds for 2007 and if new legislation passes, we should qualify next year as well.

## **6. ITEMS FOR COMMISSION DISCUSSION**

James Nafziger asked about the tower chief report. James noticed a discrepancy in the numbers provided. Alan stated that he identified the problem earlier, but he was unable to contact Cindy regarding the discrepancy. Alan stated that he could see that there was an error, but he was not certain where the error occurred and he will discuss the matter with Cindy Ford.

Ron Peters asked about the possibility of two airlines in Salem. Alan stated that that it would not be unreasonable. He further stated that Salem had to build a customer base, which it started while Delta was here. Alan stated that fuel is currently in the range where Delta indicated it would need to be for Delta to be profitable.

James Nafziger asked if there was “room” in the terminal for another airline. Alan stated that funding for an expansion of the terminal was approved. 80% of the cost would be Connect Oregon II funds and 20% of the cost would be federal funds. Alan stated that the first meeting to discuss the terminal improvements will be on November 21. The project would add space in the terminal lobby, more parking and area for buses, new restrooms and a new area for baggage screening.

Jim Wall asked about the North/South connection and he wanted to know if there have been any discussions with service to California. Alan stated that the most logical first step would be north to Seattle with a 30 passenger turbo-prop plane. The next logical step would be to San Francisco. Tim stated that SkyWest could serve both Delta and United.

Dan Reid asked about the Air Force Two plane that landed in Salem. Alan stated he was contacted by the media about the plane and he informed them that the plane on the ground was not Air Force Two. The plane was an Air Force flight; a C40 which is the equivalent of a 737 business jet. Alan pointed out that all Air Force VIP aircraft are painted with the “United States of America” on the side.

## **7. CHAIRS REPORT**

## **8. ADJOURNMENT**

Chair Tim Hay **adjourned the meeting** at 6:25 P.M.

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

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Tim Hay, Chair

Airport Advisory Commission

Transcribed by Kathy Sime / Audio Recorded

**DRAFT**