

PARTICIPANTS

Commission Members: (Chair) Mike Morrow, (Vice Chair) Christopher Burkholder, James Hutches, LTC Nathan Edgecomb, Richard Field, Judith Kiss, and Benjamin Wigton

City Staff: Aaron Ison, Jodi Vanderwall and Mark Becketl

Guests: None

AGENDA

1. OPENING call to order, roll call and announcements.
 2. APPROVAL OF AGENDA for March 18, 2026.
 3. APPROVAL OF MINUTES from January 21, 2026.
 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's report – Rob Broyhill
 - b. Airport Manager's report – Aaron Ison
 - c. Chair's report – Mike Morrow
 6. ACTION ITEMS
 - a. Recommendation for changes, if any, to the Airport Advisory Commission membership requirements.
 7. ITEMS FOR COMMISSION DISCUSSION
 8. ADJOURNMENT
- NEXT MEETING: May 20, 2026

This meeting is being conducted with a virtual component, with in-person attendance by the governing body. Interested persons may view the meeting Livestreamed online on YouTube or attend the meeting virtually or in person. To provide Public Comment on items on the agenda please arrive by 6:00pm or email SalemAirport@cityofsalem.net by 5:00pm the day of the meeting, so your comments may be included. To provide Public Comment for items not on the agenda, please email comments or questions to SalemAirport@cityofsalem.net at least one day in advance of the meeting. Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (711 for Relay) at least two business days in advance.

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, source of income and housing status, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.



SALEM-WILLAMETTE VALLEY AIRPORT

AIRPORT ADVISORY COMMISSION

MEETING MINUTES

Wednesday, January 21, 2026, 6pm ♦ Commission Members In-Person ♦ Hybrid Meeting: Virtual [YouTube](#)

1. CALL TO ORDER, ROLL CALL

Call to order: 6:02 p.m.

Commission Member Roll Call:

Present: Mike Morrow, Chair; Christopher Burkholder, Vice Chair; James Hutches; LTC Nathan Edgecomb; Richard Field; Judith Kiss; and Benjamin Wigton

Absent: None

Staff Present: Mark Bechtel, Aaron Ison, and Vanessa Strode-Johnson

Guest(s): Mayor Julie Hoy and Councilor Linda Nishioka

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda as amended to add election of 2026 AAC officers to Action Items.

Motion by: Member: Edgecomb Seconded by: Field

Action: Approve the January 21, 2026, agenda as amended.

Vote: Aye: Unanimous

Motion approved.

3. APPROVAL OF MINUTES

Motion: Move to approve November 19, 2025, meeting minutes as presented.

Motion by: Member: Edgecomb Seconded by: Wigton

Action: Approve the November 19, 2025, meeting minutes as presented.

Vote: Aye: Unanimous

Motion approved.

4. PUBLIC COMMENT – None. No attendees for Public Comment.

5. REPORTS

a. Tower Report: Presented by Aaron Ison, Acting Airport Manager on behalf of Tower Manager Rob Broyhill.

Comments/Questions/Discussion: Yearly total numbers discussed, which were down slightly for both general aviation and the National guard due to the Federal shutdown for 6 weeks.

b. Airport Manager Report by Aaron Ison, Acting Airport Manager

Comments/Questions/Discussion: Defederalization impacts were discussed. Defederalization through TSA has three major effects: 1) Staff reassignments – TSA staff will receive letters letting them know they will relocate; 2) Suspension of airport security program oversight; and 3) Loss of access to FBI background checks and security threat assessments. Security screening equipment has been listed as being available to other airports by TSA, though equipment is still in place at this time.

Commercial air service was discussed including Federal funding entitlements (FAA Grants) resulting from Part 135 and 121 enplanements.

Council Member Nishioka remarked on the benefits of the Minimum Revenue Guarantee (MRG).

Salem-Willamette Valley Airport, McNary Field

2990 25th Street SE | Salem, OR 97302

(503) 588-6314 | FAX (503) 315-2550

www.cityofsalem.net/airport

Mark Becktel commented on the consultant's efforts to recruit commercial airlines and the benefits of being a business airport and having a certain type of MRG.

The Airport Master Plan was discussed. Benjamin Wigton and Mike Morrow discussed the benefits of different aspects of the Airport Master Plan. Mark Becktel remarked on the Layout Plan and Strategic Business Plan update necessities.

- c. Chair's report by Mike Morrow, Commission Chair
Comments/Questions/Discussion: None

6. ACTION ITEMS –

- a. Officer Elections – Chair: Christopher Burkholder nominated Mike Morrow for second term as Chair and Morrow accepted the nomination to.

Motion: To approve Mike Morrow as the 2026 AAC Chair.

Motion by: Member: Edgecomb Seconded by: Burkholder

Action: Approve Mike Morrow as the elected Chair for 2026.

Vote: Aye: Unanimous

Motion approved.

- b. Officer Election – Vice Chair: Christopher Burkholder was nominated for second term as Vice Chair and Burkholder accepted the nomination.

Motion: To approve Christopher Burkholder as the elected Vice Chair for 2026.

Motion by: Member: Morrow Seconded by: Edgecomb

Action: Approve Christopher Burkholder as the elected Vice Chair for 2026.

Vote: Aye: Unanimous

Motion approved.

7. ITEMS FOR COMMISSION DISCUSSION –

Comments/Questions/Discussion:

- a. Serial Communications: Morrow provided reminders regarding Public Meetings rules regarding Quorum level conversations both in person and via email. Ison mentioned City attorney recommendations.
- b. AAC Structure/Membership Requirements: Current makeup and meeting structure was discussed and whether further definition is needed regarding membership requirements, code mandates and needs of the Commission. Discussed possibility of specifying a member of the commission be from an on-site business—discussion tabled for next meeting.
- c. Introduction of James Hutches, new commission member.

8. ADJOURNMENT – 7:14 p.m.

Next meeting: March 18, 2026

YEAR	IFR OPS	OVRFLTS	VRF/LCL	TOTAL	CHANGE	BUSYDAY
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2026

JAN	509	57	2735	3301	-167	266
FEB						
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
TOTALS						

Total=

2025

JAN	604	106	2758	3468	1385	266
FEB	437	78	1793	2308	-1013	275
MAR	611	97	2192	2803	-703	273
APR	751	139	3235	4125	-30	228
MAY	629	138	3346	4113	-1197	265
JUN	805	100	3993	4798	-75	259
JUL	735	124	4305	5164	-264	288
AUG	801	82	3781	4664	-746	258
SEP	884	111	3657	4541	22	261
OCT	670	126	2892	3688	-201	261
NOV	579	113	1715	2407	427	209
DEC	454	72	1741	2267	287	192
TOTALS						

2025 Total= 44346

2024

JAN	534	108	1549	2083	-671	204
FEB	530	120	2671	3321	623	337
MAR	650	129	2735	3504	-40	238
APR	639	167	3349	4155	478	285
MAY	754	192	4364	5310	652	283
JUN	655	147	4077	4873	614	368
JUL	719	163	4196	5078	109	224
AUG	665	141	4604	5410	629	289
SEP	652	140	3727	4519	-198	273
OCT	652	94	3143	3889	-65	220
NOV	562	209	1843	2614	-1022	236
DEC	545	285	1360	1980	-502	202
TOTALS						

2024 Total= 46736

2023

JAN	457	92	2204	2753	-507	197
FEB	425	118	2155	2698	-458	233
MAR	552	168	2824	3544	-117	276
APR	533	187	2957	3677	550	297
MAY	574	227	3857	4658	498	227
JUN	422	209	3628	4259	83	194
JUL	583	148	4238	4969	244	256
AUG	754	198	3829	4781	-100	233
SEP	652	185	3880	4717	-908	336
OCT	701	143	3110	3954	-547	226
NOV	666	194	2776	3636	11	348
DEC	463	51	1968	2482	211	217
TOTALS						

2023 Total= 46128



Airport Manager’s Report

March 18, 2026

Airport Operations and Maintenance

Noise Complaints: One new noise complaint was received since the last meeting.

Ongoing Items:

- The annual Runway Safety Action Team (RSAT) meeting is scheduled for April 16th at 10:00am. The RSAT meeting is to unite those individuals and organizations that are actively involved in airside operations and movement of aircraft, vehicles and equipment in the Airport Operations Area (AOA). Attendance is encouraged by all airport users (tenants, fixed base operators, airport operations and maintenance personnel). Participants will be asked to help develop recommendations and solutions to enhance surface safety.

Business and Properties

Commercial Air Service: The Volaire Aviation Forum will be held April 13th-15th in San Luis Obispo California. This conference provides airports with the opportunity to sit down one-on-one with airlines to discuss air service opportunities. Salem will meet with representatives from regional, low cost, and major airlines.

Airport Revenue: Aircraft landing and parking fee collection began on September 1, 2025. Figure 2 shows a summary of invoices and collections as of March 3, 2026. Invoice adjustments have been made to account for incomplete based aircraft data and aircraft maintenance exemptions.

Invoice Period	Invoice Count	Invoiced Activities	Invoiced Original \$	Adjustments \$	Adjustments %	Invoiced Adjusted \$	Collected \$	Collected %
Sept. 2025	93	371	15,244.52	-5,452.22	-35.8%	9,792.30	9,566.92	97.7%
Oct. 2025	98	320	12,635.37	-4,659.10	-36.9%	7,976.27	7,278.65	91.3%
Nov. 2025	52	153	6,791.69	-2,436.20	-35.9%	4,355.49	3,730.54	85.7%
Dec. 2025	38	112	5,559.46	-240.00	4.3%	5,319.46	4,552.24	85.6%
Jan. 2026	54	153	6,945.28	0	0%	6,945.28	4,820.02	69.4%
Feb. 2026	38	130	5,495.77	0	0%	5,495.77	0	0%
Total 2025-26	335	1,109	\$52,672.09	\$12,787.52		\$39,839.57	\$30,004.89	97.7%

Figure 2- Aircraft landing and parking fee summary as of 3/6/26

Planning and Development

Airport Master Plan: Mead & Hunt is in the process of finishing the Alternatives chapter and updating the Airport Layout Plan. Public meetings are anticipated to take place in Spring 2026 with the Master Plan Update Project wrapping up before July.

Taxiway A Rehab: Mead & Hunt has completed the 75% design for the Taxiway A North Rehabilitation Project. 100% design is expected to be completed at the end of March, with bids open mid-April. Construction is expected to begin late Summer 2026 or Spring of 2027.

Terminal Hard Stand and Security Improvements: The Terminal Hard Stand and Security Improvements project will be re-bid in April of 2026. This project was initially awarded in the Spring of 2025, however, additional federal funding was needed because the bids were higher than estimated. When complete, the terminal apron will have a concrete pad that is designed to hold aircraft with increased weight. Security improvements will also be added around the terminal apron to meet FAA and TSA requirements for public protection.

Terminal Area Plan and Design: This project scope development is nearing completion with final review and signoff by the FAA still pending. Once a notice to proceed is issued, the project will develop three preliminary concepts for the airport terminal with short-term, mid-term, and long-term planning horizons. Construction documents will be prepared for the short-term plan (phase 1) which will address immediate space constraints by reconfiguring the passenger screening checkpoint.

Airport Seismic Resiliency Study: The airport was awarded \$150,000 through the Critical Oregon Airport Relief (COAR) program to conduct a resiliency study to assess the effects of a major seismic event on Salem's airport facilities. RS&H was selected to compile the report which will include geotechnical and structural analysis of critical airport surfaces and buildings. This project kicked off in early March 2026 and is expected to take six months to complete.

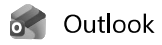
2026 Salem Airport Noise Complaints

Month reported: March 2026

Month	Complaints					Running Total	Households			Monthly Average
	Fixed Wing	Jet	Helicopter	Military	Total		No. of Households	Repeaters	New	
January	0	0	0	0	0	0	0	0	0	0.00
February	0	0	0	0	0	0	0	0	0	0.00
March	0	0	1	0	1	1	1	1	0	0.33
April	0	0	0	0	0	0	0	0	0	0.25
May	0	0	0	0	0	0	0	0	0	0.20
June	0	0	0	0	0	0	0	0	0	0.17
July	0	0	0	0	0	0	0	0	0	0.14
August	0	0	0	0	0	0	0	0	0	0.13
September	0	0	0	0	0	0	0	0	0	0.11
October	0	0	0	0	0	0	0	0	0	0.10
November	0	0	0	0	0	0	0	0	0	0.09
December	0	0	0	0	0	0	0	0	0	0.08
Yearly Total	0	0	1	0	1		1	1	0	
Yearly Average	0.00%	0.00%	100.00%	0.00%				100.00%	0.00%	

Monthly Comments:

January	None
February	None
March	03/10/2026 @8:25pm Low flying Helicopter (National Guard)
April	
May	
June	
July	
August	
September	
October	
November	
December	



[EXTERNAL]Military Helicopters

From jennifer Byrne <[REDACTED]>
Date Tue 3/10/2026 8:57 PM
To Salem Airport <SalemAirport@cityofsalem.net>

I thought lowest flying was 1000 feet over residential areas...am I wrong ?

8:25 [location icon]

6E [signal strength] 82 [battery]

Reddit

OPEN

Got a question? Ask it.



G20607 H60

United States - Army



SLE

SALEM



N/A

NOT AVAILABLE

BAROMETRIC ALT.

650 ft

GROUND SPEED

84 kts

Departed 00:03 ago

Arriving in N/A

Sikorsky HH-60M Black Hawk

REG 13-20607



3D view



Route



More info



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