



City of Salem Airport Advisory Commission

July 19, 2023
6-7 p.m. Virtual

Si necesita ayuda para comprender esta información, por favor llame 503-588-6314

PARTICIPANTS

Board Members

John Foley; Chair, Douglas Brenizer; Vice-Chair, Kat Pence, LTC Nathan Edgecomb, Christopher Burkholder, Mike Morrow, Arnaud Verstuyf

City Council Liaison

Linda Nishioka

Staff

John Paskell, Kendrick Arakaki

AGENDA

1. Welcome, call to order, and roll call
2. Approval of Agenda for July 19, 2023
3. Approval of Minutes from May 17, 2023
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. Items for Commission Discussion
7. Adjournment

Next Meeting: September 20, 2023

This meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at AAC@cityofsalem.net.

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, and source of income, 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.



MINUTES
AIRPORT ADVISORY COMMISSION
Wednesday, May 17, 2023 - 6 p.m.
Virtual Meeting
[YouTube](#)



1. CALL TO ORDER, ROLL CALL

Call to order: 6:01 p.m.

Roll Call: John Foley; Chair, Doug Brenizer; Vice Chair, Christopher Burkholder, Kat Pence, Mike Morrow, Arnaud Verstuyf

Absent: LTC Nathan Edgecomb

Staff: John Paskell, Lynda Rose

Guest: Marieke Armstrong, Kevin Mulcaster (Mead & Hunt)

2. APPROVAL OF AGENDA

Motion: Move to approve the May 17, 2023, agenda as presented.

Motion by: Member: Brenizer Seconded by: Verstuyf

Action: Approved the meeting agenda for May 17, 2023, as presented.

Vote: Unanimous

Motion approved

3. APPROVAL OF MINUTES

Motion: Move to approve the March 15, 2023, minutes as presented.

Motion by: Member: Brenizer Seconded by: Pence

Action: Approved the meeting minutes for March 15, 2023, as presented.

Vote: Unanimous

Motion approved

4. PUBLIC COMMENT – NA

5. PRESENTATION

a. **Marieke Armstrong:** Airport Master Plan Update

Comments/Questions: Brenizer, Burkholder, Nishioka, Armstrong, Mulcaster

6. REPORTS

a. **Airport Manager Report:** John Paskell (see attached letter to Salem Planning Commission)

Comments/Questions: Brenizer, Verstuyf, Pence, Burkholder, Paskell

7. ITEMS FOR COMMISSION DISCUSSION

Comments/Questions: Foley, Paskell

8. ADJOURNMENT

Meeting adjourned at 7:01 p.m.

Next meeting: July 19, 2023

Airport Manager's Report – July 19, 2023

CURRENT PROJECTS:

FAA MALSR Replacement Project:

- Project is complete.

Airport Beacon:

- Replacing the decades-old beacon light has been determined to be the best option in the short-term. A new beacon location would require additional cost and studies to ensure no impact to air traffic control and the surrounding community. Staff is researching replacement options and hope to have it completed in time for commercial air service and winter weather.

Airport Master Plan Update:

- The first Planning Advisory Committee (PAC) meeting was held on May 23rd. The purpose of the meeting was to discuss draft Chapters 1 (Existing Conditions) & 2 (Environmental Considerations), but also a broader discussion about the airport's future infrastructure needs. Attendees were provided an opportunity to comment and ask questions. The next PAC meeting will likely be sometime in the Fall.
- Chapter 3 (Aviation Forecasts) is still being developed with input from FAA on likely levels of air carrier operations and enplanements. Avelo Airline's growth at similarly sized airports is being considered for forecasting purposes, but also a more aggressive forecast assuming locally based air carrier operations within the planning period.
- Two cost estimates are under development for future City Council consideration; one for costs associated with keeping RWY 16/34 open during the planning period, and the second for costs associated with closing the runway and building new infrastructure to service the primary runway from existing facilities. The city will likely seek an independent review from another airport planning/engineering firm of the estimates before making a presentation to City Council.

COMMERCIAL AIR SERVICE:

Airline Announcement:

On Thursday, July 13th Avelo Airlines formally announced non-stop service twice per week to both Las Vegas and Burbank, beginning on October 5th and 6th respectively. LAS service will be Thursday/Sunday flights and BUR will be Friday/Monday flights. Tickets are available now on their website at <https://www.aveloair.com/> As we know, the community's support of this air service will ensure its long-term viability and growth.

Terminal Improvements:

- Project is nearly complete, other than some punch list items which should be done by the end of July. TSA's delivery, installation and testing of their equipment is scheduled for September 12th-13th.

Staffing:

- The Airport Security Manager position has been filled and Aaron Ison, is joining us from Boeing Field. His first day is Monday July 17th.
- The Credentialing Program Coordinator, Micah Aldridge began with the airport on June 5th. Micah joined us from PDX.
- The Administrative Analyst position has been filled. Kendrick Arakaki joined the airport staff on July 3rd and came to us from Willamette University.
- Two additional Maintenance/Ops/Security staff, Patrick Tope and Matthew Brooks, are joining the airport on Monday, July 17th. The fourth of four positions has signed his offer letter and is awaiting his release from the military at Joint Base Lewis McChord later this summer.

Airport Security Plan/Program:

- The complete draft plan is in final TSA review, with approval anticipated by end of summer.
- TSA approved two key chapters in advance of the rest of the plan to allow for provisioning of criminal history background checks, security threat assessments, and issuing badges, which we expect will be ready by end of July or early August.
- Public outreach to airport users, businesses, and others on how the security changes will affect them as they enter, exit, and move about the airport are

forthcoming. Airport users that DO NOT require access to the Secured Area (the commercial parking ramp and restricted areas within the terminal) will be issued an AOA badge that will be required to be displayed while on the airport. The AOA badge will differ in color (green) from the badges required to be worn in the Secured Areas (red).

- A security improvement capital project is being developed using existing FAA grant funds to improve security at the airport. This project will likely consist of AOA gate access control upgrades (badge access only), fencing and access gates on the north and south ends of the commercial terminal ramp, and potentially a security fence along the airside perimeter of the Garmin AT Campus to move the entire facility outside of the AOA, except for aircraft access onto Taxiways Golf and Bravo.

June 2023

June Traffic Count- 4259

Difference from June 2022- +83

Busiest Day / 194

JAN-DEC 2022- 47168

JAN-June- 21589

JAN-June 2023

AC-0

AT-1647

GA LOCAL- 7900

GA ITINERANT-9684

MIL- 1356 (ITINERANT & Local Operations)

OVER FLIGHTS- 1002

2023 Salem Airport Noise Complaints

Month reported:

Month	Complaints					Running Total	Households			Monthly Average
	Fixed Wing	Jet	Helicopter	Military	Total		No. of Households	Repeaters	New	
January	0	0	1	0	1	1	0		1	0.00
February	0	0	0	0	0	1	0			0.00
March	0	0	0	0	0	1	0			0.00
April	0	0	1	3	4	5	0		4	0.00
May	0	6	0	0	6	11	0		6	0.00
June	1	0	2	0	3	14	0		3	0.00
July	1	0	0	0	1	15	0		1	0.00
August	0	0	0	0	0	15	0			0.00
September	0	0	0	0	0	15	0			0.00
October	0	0	0	0	0	15	0			0.00
November	0	0	0	0	0	15	0			0.00
December	0	0	0	0	0	15	0			0.00
Yearly Total	2	6	4	3	15		0	0	15	
Yearly Average	13.33%	40.00%	26.67%	20.00%			#DIV/0!	#DIV/0!		

Monthly Comments:

January 1 NEW: UNK Helo Multiple Passes

February No Complaints Recorded

March No Complaints Recorded

April 4 NEW: 1 UNK Helo at Night : 3 Military Chinook Flying Low at Night.

May 6 NEW: F-15 Flight Over Capitol Building

June 3 NEW: 2 UNK Helo flying low - Tower CLSD; 1 UNK fixed wing - early morning pattern work

July As of 7/14/23: 1 NEW: UNK low flying and loud A/C

August

September

October

November

December