

City of Salem Airport Advisory Commission

May 15, 2024 6-7 p.m. Hybrid Board Members In-Person

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, Aaron Ison, Jodi Vanderwall

AGENDA

- 1. Welcome, call to order, and roll call
- 2. Approval of Agenda for May 15, 2024
- 3. Approval of Minutes from March 20, 2024
- 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. Action Items
 - a. Airport Rules and Regulations update
 - b. Formal name change resolution
- 7. Items for Commission Discussion
- 8. Adjournment

Next Meeting: July 17, 2024

This meeting is being conducted with a virtual component, with in-person attendance by the governing body. 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, 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.



MINUTES AIRPORT ADVISORY COMMISSION

Wednesday, March 20, 2024- 6 p.m. Hybrid Meeting Board Members In-Person/Virtual YouTube



1. CALL TO ORDER, ROLL CALL

Call to order: 6:02 p.m.

Roll Call: LTC Nathan Edgecomb, Douglas Brenizer, Christopher Burkholder, Mike Morrow, Arnaud Verstuyf,

Councilor Linda Nishioka **Absent**: John Foley, Kat Pence

Staff: John Paskell, Mark Becktel, Aaron Ison

Guest:

2. APPROVAL OF AGENDA

Motion: Move to approve the March 20, 2024, agenda as presented.

Motion by: Member: Burkholder Seconded by: Verstuyf

Action: Approved the meeting agenda for March 20, 2024, as presented.

Vote: Aye: Unanimous Motion approved

3. APPROVAL OF MINUTES

Motion: Move to approve the January 24, 2024, minutes as presented.

Motion by: Member: Verstuyf Seconded by: Burkholder

Action: Approved the meeting minutes for January 24, 2024, as presented.

Vote: Aye: Unanimous Motion approved

4. PUBLIC COMMENT - None received.

5. REPORTS

Tower Report: Presented by John Paskell on behalf of Rob Broyhill, ATC Manager

Comments/Questions: Verstuyf, Burkholder

Airport Manager Report: John Paskell, Airport Manager; Aaron Ison, Airport Security Manager

Comments/Questions: Burkholder, Verstuyf, Nishioka

6. ACTION ITEMS - None.

7. ITEMS FOR COMMISSION DISCUSSION

Letter to City Council: John Paskell Comments/Questions: None.

Public Information and Outreach: John Paskell, Noise Complaints Report.

Comments/Questions: Verstuyf, Nishioka, Brenzier

8. ADJOURNMENT

Meeting adjourned at 6:30 p.m. Next meeting: May 15, 2024

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<u>Airport Manager's Report – May 15, 2024</u>

COMMERCIAL AIR SERVICE UPDATE:

- > January-April 2024 airline operations statistics are included as part of this report.
- Avelo Airlines began twice weekly service from Salem to Santa Rosa/Sonoma County Airport on May 3rd, operating on Fridays and Mondays.
- Avelo Airlines begins a new Tuesday Burbank flight beginning June 18th. This will increase commercial air service to seven flights/week to three destinations.

CURRENT PROJECTS:

Ongoing Terminal Improvements:

- Airport directional signage along 25th ST, Madrona Ave., interior airport circulation roads and parking lots are being upgraded to be of better visibility and assistance to passengers and vehicles. The project should be completed this summer.
- Congresswoman Salinas was instrumental in getting an \$850,000 grant to the airport from a
 Transportation, Housing and Urban Development (THUD) bill that was recently approved by
 congress. Those funds, coupled with State grant matching funds in early 2025 will be used
 towards a terminal expansion project, which will likely include a second boarding gate and
 additional gate seating in the post-security departure area.

> North Terminal Campus Improvements:

• Local architectural firm **CBTwo Architects** are continuing their partnership with the City to plan and design future improvements to the north campus (former Hertz facility). Details are still being developed, but the facility will likely house future airport administrative offices, car rental and other ground transportation agencies, and serve as a long-term/economy parking lot as air service continues to grow. As a short-term measure (2-5 years), the north portion of the building will be utilized to accommodate Salem Fire's return to providing EMS services beginning July 1, 2025.

> Airport Master Plan Update:

Master plan progress is temporarily paused pending additional commercial airline activity,
 proposed terminal area improvement plans, and the resolution of the RWY 16/34 topic. It is



Airport Manager's Report - May 15, 2024

expected that the program will pick back up in summer and will still be scheduled for completion in mid-2025.

UPCOMING PROJECTS:

- ➤ Terminal Apron Concrete Parking Position \$400,000 (+/-) of FAA grant funding to build a 35′ x 70′ concrete hard stand designed to accommodate B-737-800 weight. The project will be complete by end of summer.
- ➤ Terminal Ramp Security Improvements \$300,000 (+/-) of FAA grant funding to add vehicle access control gates at the north and south ends of the commercial terminal ramp. The project will be complete by end of summer.
- ➤ Gate W-14 Safety and Security Improvements \$100,000 (+/-) of FAA grant funding to relocate Gate W-14 further away from 25th ST. into the airport. This improvement will allow exiting vehicles to wait for the gate to close before departing onto 25th ST. The project will be complete by end of summer.
- Perimeter Intrusion Detection System \$100,000 (+/-) of Airport Contingency Funds to install an electronic Perimeter Intrusion Detection System on the east side of the airport, extending from approximately the National Guard fence line south across the Garmin campus to the southeast corner of the airport. This combination of radar and thermal imagery infrastructure will allow for 24-hour monitoring, detection, and reporting of unauthorized vehicles and pedestrians inside the airport perimeter. Future system expansion may be able to cover the entire airport, adding an additional layer of perimeter fence intrusion detection across the entire airfield. The project will be complete this summer.
- Airport Resiliency Study \$150,000 of State of Oregon COAR grant funds (\$112,500), coupled with Airport operating funds (\$37,500) will study the impacts of a Cascadia-level earthquake event on the Salem Airport. This study is geared towards helping the State of Oregon determine what future upgrades may be needed to ensure the airport's functionality after a Cascadia event. The project will begin in late-2024 and be completed in 2025.

OTHER BUSINESS:

New Hangar Development:



Airport Manager's Report - May 15, 2024

Staff is working with City's real estate team to execute ground leases on up to eight new hangars; six in the south corporate hangar area and at least two behind the B-17 Alliance hangar. Several of those are likely to be constructed in 2024; others will be scheduled for 2025 construction.

→ Hangar Safety, Security and Compliance Inspections:

Beginning in summer 2024 the airport will be scheduling and conducting formal hangar safety, security, and compliance inspections. A letter to all hangar owners and businesses will be sent in advance of scheduling inspections to alert tenants to the revamped annual inspection program, and what to expect. The general plan will be to schedule three inspections per week, which should cover all existing ground leases once per year. This will also provide the airport users an opportunity to update their contact information, any sublessee contact information, confirm tail numbers, confirm badge renewal dates, and other airport business.

> Solar Feasibility Study:

In 2023 Salem's Climate Action Committee funded \$50,000 towards the development of a solar feasibility study at the Salem Airport. The draft report is under review now and the final report should be completed in summer 2024. The study will help define potential locations on-airport for solar arrays that could mitigate airport electric costs, potentially producing enough power to establish a micro-grid, and/or selling surplus power back to the PGE grid, helping with their mandate to produce at least 20% of their power as a renewable resource.

Landings	Jan-2
Landings	- Out 7
737-700	1
737-800	_
Landings	1
Diversion	-
Ferry	-
Charter	-
Total Other Landings	
Total Landings	1
737-700	1
737-800	'
Departures	1
Diversion	· _
Ferry	_
Charter	_
Total Other Departures	-
Total Departures	1
Revenue Enplanements	1,35
Non-Revenue Enplanements	.,00
Total Enplanements	1,35
Revenue Deplanements	1,33
Non-Revenue Deplanements	
Total Deplanements	1,33
	2,68
Total	2,00
Aircraft Weight (737-700) Aircraft Weight (737-800)	128,00 146,30

Landings	Feb-24
737-700	18
737-800	-
Landings	18
Diversion	· ·
Ferry	_
Charter	_
Total Other Landings	-
Total Landings	18
737-700	18
737-800	_ ~
Departures	18
Diversion	-
Ferry	-
Charter	-,
Total Other Departures	-
Total Departures	18
	_
Revenue Enplanements	1,718
Non-Revenue Enplanements	1
Total Enplanements	1,719
Revenue Deplanements	1,568
Non-Revenue Deplanements	1
Total Deplanements	1,569
Total	3,288
Aircraft Weight (737-700)	128,000
Aircraft Weight (737-800)	/ 146,300
Total MGLW	2,304,000

	Landings	Mar-24
	737-700 737-800	18
	Landings	18
	Diversion	-
	Ferry Charter	-
	Total Other Landings	
	Total Landings	18
	737-700	18
	737-700	-
	Departures	18
	•	
	Diversion	7
	Ferry	-
	Charter	
	Total Other Departures	-
	Total Departures	18
	· · · · · · · · · · · · · · · · · · ·	
150		
	Revenue Enplanements	2,000
	Non-Revenue Enplanements	2,002
	Total Enplanements	2,002
	Revenue Deplanements	1,951
	Non-Revenue Deplanements	2
	Total Deplanements	1,953
	Total	3,955
	Aircraft Weight (737-700)	128,000
	Aircraft Weight (737-800)	146,300
	Total MGLW	2,304,000

Landings	Apr-24
737-700 737-800	16 -
Landings	16
Diversion	_
Ferry	-
Charter	-
Total Other Landings	-,
Total Landings	16
737-700	16
737-800	
Departures	16
Diversion	-
Ferry	-
Charter	-
Total Other Departures	-
Total Departures	16
D. Contractor Contractor	4 004
Revenue Enplanements Non-Revenue Enplanements	1,891
Total Enplanements	1,893
	4.044
Revenue Deplanements	1,841
Non-Revenue Deplanements Total Deplanements	1,843
•	
Total	3,736
Aircraft Weight (737-700)	128,000
Aircraft Weight (737-800)	146,300
Total MGLW	2,048,000



6. Action Items – May 15, 2024

6a. Airport Rules and Regulations Update:

In 2016 the Airport Advisory Committee formed a subcommittee to overhaul the Airport's Rules and Regulations, which had not been previously updated since 2004. The subcommittee brought forth the updates and recommended that the Airport Manager move forward with the Administrative Rulemaking process to formally adopt the regulations. It was formally adopted on July 25, 2016, as Administrative Rule 110-030.

With the re-introduction of commercial air service in October 2023 Section VIII-Security Requirements required an update. Staff also made other minor modifications to the existing rules, and tonight staff is seeking the AAC's recommendation to move forward with the Administrate Rulemaking process to formally adopt the updated Rules and Regulations as provided to the AAC on May 1st.

The Administrative Rulemaking process is a minimum 15-day public comment period whereby anyone that wishes to provide comment may do so. The draft Rules and Regulations will be posted on the City's Proposed Rules section on the Administrative Rules Page, as well as at the City Recorder's Office, the Salem Public Library, and lobby of the Airport terminal. Once the public comment period is over an Information Report will be sent to City Council advising them of the rule and any comments received. Council may choose to review and comment on the proposed changes upon its own motion.

Suggested motion: "Move to recommend that the Airport Manager move forward with the Administrative Rulemaking process to formally adopt Administrative Rule 110-030 as presented to the AAC on May 1, 2024."

6b. <u>Airport Re-Naming Resolution:</u>

At the request of the several stakeholders that were instrumental in recruiting commercial air service back to Salem, the suggestion has been made to the City to change the name of the airport followed by a rebranding effort in the coming months. The recommended name is **Salem-Willamette Valley Airport**. This keeps the City of Salem historical airport name but removes "Municipal" and replaces it with the Willamette Valley region. The airfield itself would remain McNary Field, thereby retaining the historic significance and contributions of Senator Charles McNary.

A staff report and formal resolution will be taken to City Council in the June 10th meeting. This evening staff is seeking a recommendation to City Council to adopt the resolution renaming the airport.

Suggested motion: "Move to recommend that the City Council adopt a resolution formally changing the name of the airport from Salem Municipal Airport to Salem-Willamette Valley Airport.

2024 Salem Airport Noise Complaints

Month reported:

	Complaints					Households				
						Running	No. of			Monthly
Month	Fixed Wing	Jet	Helicopter	Military	Total	Total	Households	Repeaters	New	Average
January	0	0	0	2	2	2	0		2	0.00
February	0	0	0	0	0	2	0			0.00
March	0	0	0	0	0	2	0			0.00
April	0	0	1	0	1	3	0		1	0.00
May	0	0	0	0	0	3	0			0.00
June	0	0	0	0	0	3	0			0.00
July	0	0	0	0	0	3	0			0.00
August	0	0	0	0	0	3	0			0.00
September	0	0	0	0	0	3	0			0.00
October	0	0	0	0	0	3	0			0.00
November	0	0	0	0	0	3	0			0.00
December	0	0	0		0	3	0			0.00
Yearly Total	0	0	1	2	3		0	0	3	
Yearly Average	0.00%	0.00%	33.33%	66.67%				#DIV/0!	#DIV/0!	

Monthly Comments:

January 2 NEW: AH-64 Training at DPSST

February No Complaints Recorded

March No complaints Recorded

April 1 NEW: Low flying Helo - Powewrline Inspection

May No Complaints Recorded as of 5-10-24

June

July

August

September

October

November

December