



Redmond Municipal Airport-Roberts Field
2522 SE Jesse Butler Circle, Suite 17
Redmond, OR 97756-8643

Phone 541-504-3499
Fax 541-548-0591

www.flyrdm.com

REDMOND AIRPORT COMMITTEE MINUTES

Thursday, March 12, 2015

Airport Event Conference Room, 2522 SE Jesse Butler Circle, Suite 17, Redmond, Oregon

Committee Members Present: Vice-Chair Eric Sande, Ross Centers, David Foote, Doug Knight, Sean Neary (excused: Rob Berg, Kelly Coffelt, Marc Henegar, Tim Moor)

Youth Ex Officio: Frank Reed

City Staff: Jeffrey Tripp, *Airport Director*; Nettice Honn, *Executive Assistant*; Nicole Jurgensen, *Airport Security Coordinator*, Keith Witcosky, *City Manager*; Cameron Prow, *TYPE-Write II*

Visitors: Jay Patrick, *City Council Liaison*; George Endicott, *Alternate Council Liaison*; Joe Roshak, *Century West Engineering*; Don Lee; Ed Boock; Erik Hoagland, *Les Schwab*; Greg Logan, *L. S. Air Maintenance*; Jayde Brumitt, *FSS/American*; Maurice Evans, *U.S. Forest Service*; Stan Clark

Media: None

(scribe CP's note: The minutes were created from an audio recording and notes taken at the meeting. The three digits after a motion title show the number of committee members voting in favor/opposed/abstaining.)

I. CALL TO ORDER

Vice-Chair Sande called the meeting to order at 5:30 p.m., welcoming members and visitors.

Ms. Prow called the roll and confirmed that a quorum of members (5 of 9) was present.

Mayor Endicott administered the oath of office to Mr. Centers, Mr. Foote, Mr. Knight, Mr. Neary, and Mr. Reed and thanked them for their service.

II. ANNOUNCEMENTS

Mayor Endicott described his experience of going through TSA (Transportation Security Administration) screening at the Toronto airport earlier this year. According to legislators he met with at the COCO (Central Oregon Cities Organization) meeting in Salem on March 9, the federal transportation funding package is dead for this fiscal year. The City is pushing to get a Connect Oregon VI grant which comes from the Business Oregon package, not transportation funding.

III. COMMENTS FROM CITIZENS

Mr. Boock referenced an e-mail he sent this morning which asked several questions. Vice-Chair Sande said he did not receive Mr. Boock's e-mail prior to this meeting. He advised Mr. Boock to direct his questions to Council and the Airport Director, since the Airport Committee serves an advisory role to the Redmond Airport and cannot comment on any pending litigation.

IV. APPROVAL OF MINUTES

Motion 1 (5/0/0): Mr. Knight moved to approve the minutes of February 12, 2015. Mr. Neary seconded the motion which passed unanimously.

V. CONSENT AGENDA

None.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

None.

VIII. COMMITTEE REPORTS

Mr. Tripp summarized how the subcommittees worked and noted that the minimum standards were approved in mid-May 2014. Due to the change in administration during 2014, he wanted the subcommittees to review the following documents again. He will then initiate a public review process before presenting them to Council for approval.

A. Airport Rules and Regulations

The new subcommittee has been formed but has not met yet.

B. Airport Lease Policy

The new subcommittee has been formed but has not met yet.

IX. AIRPORT STAFF BRIEFINGS, REPORTS, and PRESENTATIONS

A. Airport Director's Report

Mr. Tripp presented the Airport Director's Report dated March 12, 2015, and provided additional details in response to committee member requests.

1. **Air Service Initiatives and Updates:** Alaska Airlines will offer two new flight options (morning from Seattle, evening from Portland) starting on June 7, 2015, which will provide an extra 152 seats per day.

Mr. Tripp and Jon Stark of Redmond Economic Development, Inc. (REDI), attended the Mead & Hunt air service conference in Phoenix, Arizona, March 5-6, 2015. In addition to the educational component, they had a chance to meet with Southwest Airlines, Sky West Airlines, and Alaska Airlines. COAST has been very successful this year in meeting with all the airlines and will probably not attend the June "Speed Dating for Airports and Airlines" conference in Seattle. All the airlines are very happy with what Redmond Airport is doing. The current high load factors (80-90%) keep the cost per enplanement as low as possible, giving the airlines the opportunity to fill flights without losing money. Central Oregon is continuing to grow (3.8 million visitors per year) which is reflected in the passenger numbers. Mr. Tripp attributed the higher load factors to COAST's outreach, advertising, and marketing.

COAST (Central Oregon Air Service Team) will make its first presentation to Council on March 24, 2015. The presentation will cover the overall efforts of this group during the past 10 years. COAST members include Redmond Airport (Mr. Tripp), Central Oregon Visitors Association (Alana), Economic Development for Central Oregon (Roger Lee), REDI, Redmond Chamber of Commerce (Mr. Sande), Bend Chamber of Commerce, and Mike Boggs. Team members will meet with United Airlines at its Chicago headquarters on April 10, 2015. The goal of meeting with airlines is to maintain a dialogue, improve level and quality of services, and get additional routes.

Vice-Chair Sande said the COAST approach is a model for other airports and demonstrates that Redmond Airport has the support of the communities it serves,

Committee concerns included how long the American Airlines flight will be available, load factors for flights to/from Los Angeles (LAX), date and impact of Skywest Airlines' removal of its 50-seat planes.

2. **Airport Rules and Regulations:** This subcommittee has been formed but has not yet met. Once subcommittee review is completed, City staff will review the regulations and publish them for a final public comment period before presenting the revised document to Council.
3. **Airport Lease Policy:** This subcommittee has been formed but has not yet met. Once subcommittee review is completed, City staff will review the policy and publish it for a final public comment period before presenting the revised document to Council.
5. **Terminal Energy Efficiency Improvements:** Work has been going smoothly with minimal interruptions. Lights inside the terminal have been replaced with LEDs (light-emitting diodes). The contractor is finishing work in the ARFF (Airport-Aircraft Rescue & Fire Fighting) facility and Airport Operations building. Lighting in the terminal parking lot is scheduled over the next several weeks, weather permitting. Expected benefits include a significant decrease in power costs, lower maintenance costs, and payment for putting power back into the electrical grid. Mr. Tripp credited the Public Works Department for spearheading this project.

Mr. Knight requested an energy savings report within the next three months.

4. **Runway 4-22 Project:** See Agenda Item IX.B below.

B. 2016 Runway 4-22 Rehabilitation

Mr. Tripp summarized (PowerPoint) the background of this project, scope of work, timeline, when and why it is being done. This runway was last rebuilt or had an overlay in 1993. Based on the Airport's 2010 pavement evaluation, the runway was due for major rehabilitative maintenance in 2013. During development of the scope of work, the Federal Aviation Administration directed the Airport to upgrade runway standards for pavement drainage to comply with new FAA requirements, which increased the cost considerably. This project is being funded by the FAA (\$18.5 million) and a Connect Oregon grant (\$1.25 million). Phase 1 was substantially completed in fall 2014. Runway pavement grooving and marking restarted on March 9 and should be done within a month. Phase 2 bids will be opened at 2 p.m. on March 18, 2015. The project includes reconstruction of the entire runway (7,000 feet long by 150 feet wide) plus drainage improvements. Airport and Century West staff have worked hard to minimize the length of the runway's closure to 21 days (May 2-22, 2016). Airport staff are doing extensive, proactive public outreach, meeting with primary stakeholders and working to mitigate potential impacts in order to keep Central Oregon open. Though the runways will be closed, other facilities (rental cars, taxicabs, other transportation modes, parking lot) will remain open during construction. He outlined the construction schedule, public outreach timeline, and groups that will be notified. The airlines have been very appreciative of the advance notice.

Mayor Endicott recommended that GA (general aviation) and all city councils in Central Oregon be notified as soon as possible.

Mr. Witcosky announced that a taskforce will begin meeting in May 2015. Subcommittees will work on transportation alternatives, public awareness, and other issues.

Committee concerns included the message passengers will see when making reservations and the press release schedule.

Visitors expressed concern about how and when commercial travelers will be informed and what transportation alternatives will exist.

C. Mead & Hunt Transportation Conference – Recap

Mr. Tripp reported that Redmond, Eugene, and Salem Airports were represented at this conference, which offered opportunities for networking and peer interaction.

- D. RDM Route Initiatives from Mead & Hunt Conference
None.

X. COMMITTEE MEMBER COMMENTS

Mr. Foote said he was interested in serving on a Finance Subcommittee. He suggested the Airport brief new committee members on the significance of airport metrics and asked when these metrics would be available again.

Mr. Tripp said there was a lot of data to sift through and staff have been working to assure key performance metrics trend properly from month to month. Getting all data properly entered into the system means these reports will be about two months behind.

Mr. Centers asked about the Redmond Development Committee meeting schedule and requested Airport Committee input on information he should report to the RDC.

Mr. Knight thanked Ms. Honn and other Airport staff for an informative tour of Airport facilities. He encouraged other members to familiarize themselves with Airport operations.

Mr. Sande volunteered to serve as a liaison to other Central Oregon chambers of commerce on what the Airport is doing.


IX. ADJOURN

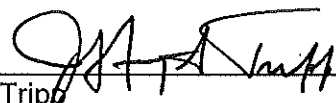
The next meeting is scheduled for 5:30 p.m. on Thursday, April 9, 2015.

There being no further business, Vice-Chair Sande adjourned the meeting at 6:19 p.m.

APPROVED by the Airport Commission and SIGNED by the Chair this 14 day of May, 2015.

ATTEST:


Eric Sande
Vice-Chair


Jeffrey Tripp
Airport Director