



Redmond Municipal Airport-Roberts Field
2522 SE JESSE BUTLER CIRCLE, #17
REDMOND, OR 97756
541.504.3499
FAX: 541.548.0591
RDM@flyrdm.com
www.flyrdm.com

AIRPORT COMMITTEE
Special Meeting
Thursday, December 13, 2018
5:30 PM

COMMITTEE MEMBERS

Eric Sande
Chairman

Sean Neary
Vice Chair

Daniel Bahlman
Member

Rob Berg
Member

Ross Centers
Member

Kelly Coffelt
Member

Phil Henderson
Member

Justin Livingston
Member

Tim Moor
Member

Vacant
Youth Ex Officio

Jay Patrick
Council Liaison

George Endicott
Alternate Council Liaison

MEETING AGENDA

- I. CALL TO ORDER/ROLL CALL**
- II. ANNOUNCEMENTS**
- III. COMMENTS FROM CITIZENS**
- IV. APPROVAL OF MINUTES**
 - a) Meeting Minutes November 2018 –Exhibit A
- V. AIRPORT STAFF BRIEFINGS, REPORTS & PRESENTATIONS**
 - a) Airport Report
 - b) Construction Updates
- VI. OLD BUSINESS**
 - a) SRE Update
- VII. NEW BUSINESS**
 - a) Parking Fee Increase
 - b) Transient Commuter Parking Changes
 - c) Parking Policy Changes
- VIII. COMMITTEE MEMBER COMMENTS**
- IX. ADJOURN**

Anyone needing accommodation to participate in the meeting must notify the City of Redmond ADA Coordinator at least 48 hours in advance of the meeting at 541-504-3036, ada@ci.redmond.or.us or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs Telecommunications Device for the Deaf (TDD) or Speech To Speech (STS) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) or 1-800-735-3896 (STS Spanish). The City does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.



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

EXHIBIT A

**REDMOND MUNICIPAL AIRPORT ADVISORY COMMITTEE
MINUTES**

November 8, 2018

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

Committee Members Present: Chair Eric Sande, Vice-Chair Sean Neary, Daniel Bahlman, Ross Centers, Kelly Coffelt, Phil Henderson, Justin Livingston, Tim Moor (*absent: Rob Berg*)

Youth Ex Officio Absent: *Eric Robert Beal*

City Staff: Zachary Bass, *Airport Director*; Erinn Shaw, *Office Assistant III*; Fred LeLacheur, *Airport Engineer*; Tammy Rohach, *Office Assistant III*; Jeremy Green, *City Attorney-Airport*; Jason Neff, *Budget Director*; Cameron Prow, *TYPE-Write II*

City Council Liaison: Jay Patrick, George Endicott

Visitors: Christy Smith; Doug Denneson; Drew Sims; Eric Danfelt; Jessie Caton; Joe Roshak, *Century West Engineering*; Loritta Coffelt; Matthew Brawn, *Aviano Redmond LLC*; Radley Clothier; Scott Gendron; Sean Killion; Shawn Chesley; William Huff

Media: None

(Agenda items appear in discussion order. The 3 digits after a motion title show the number of committee members voting in favor/opposed/abstaining.)

I. CALL TO ORDER – ROLL CALL

Chair Sande called the regular meeting of the Redmond Municipal Airport Advisory Committee to order at 5:30 p.m., Thursday, November 8, 2018.

Ms. Prow called the roll and confirmed the presence of a quorum (5 of 9 members). Mr. Centers arrived at 5:31 p.m. and Mr. Henderson at 5:33 p.m. prior to approval of the minutes, increasing the quorum to 7 of 9 members. Mr. Livingston arrived at 5:40 p.m. after approval of the minutes, increasing the quorum to 8 of 9 members.

II. ANNOUNCEMENTS

None.

III. SWEARING IN NEW COMMITTEE MEMBER

Councilor Patrick administered the oath of office to new member Daniel Bahlman.

Mr. Bahlman introduced himself, summarizing his employment and airport experience.

IV. COMMENTS FROM CITIZENS

None.

V. APPROVAL OF MINUTES

Motion 1 (7/0/0): Mr. Centers moved to approve the minutes of September 20, 2018, as presented. Mr. Coffelt seconded the motion which passed unanimously.

VI. AIRPORT STAFF BRIEFINGS, REPORTS & PRESENTATIONS

A. Airport Report

Mr. Bass provided Airport Performance Metrics Reports for August and September 2018 and made a PowerPoint presentation, summarizing activities since the September 2018 meeting.

Quick Updates: Year-over-year enplanements showed a 16% increase. Hotel negotiations are ongoing. Redmond Fire Department and DPSST (Department of Public Safety Standards and Training for Oregon) are using the old Public Works building for a training center and seeking a longer lease on the building.

Mayor Endicott requested a status report on a feasibility study about using the old golf course property for a regional emergency operations training center. Mr. Bass said the regional partners indicated their willingness to help, but the study was not yet fully funded. He will check with Scott Aycock, Central Oregon Intergovernmental Council, who is managing the study. Mr. LeLacheur said Mr. Aycock, when he spoke with him this afternoon, promised to e-mail information by the end of this week.

B. Construction Updates

Mr. Bass provided an overview (PowerPoint) of projects underway and planned:

- **Runway 11-29 Reconstruction:** Reopened on October 29 but closed again for the FAA to repair a navigational aid it owns and reconstructed. Mr. LeLacheur said 11-29 was expected to reopen by mid-afternoon on November 9.
- **New Jet-A Fuel Tank:** Expecting to install a third 20,000-gallon tank on November 12.
- **Commercial Ramp Extension** (\$8.1 million) – Add 2 aircraft parking spots to the existing 9 which will be full in January 2019. Construction expected to start in spring 2019
- **Quick Turnaround Car Rental Facility** (\$6.5 million) – This project will be presented to Council on November 27 with a request for approximately \$197,000 in matching funds for the design grant. Construction expected to start in summer 2019 with completion estimated in mid-October 2019. He and Mr. Neff discussed revenue sources and how the debt service cost would impact the budget over the next 20 years.
- **SRE (Snow Removal Equipment) Building** (\$12 million estimate) – Council approved the design which is underway. Construction expected to start in late summer 2019 when the Airport receives part of the FAA grant required. Mr. Bass discussed the priority, funding sources, debt service, bond repayment, and project trade-offs.

VII. OLD BUSINESS

A. Air Service Updates

- **Alaska Airlines:** The 737-800 service ended on November 4. A 10th flight (E175) will start in January 2019. Four of Alaska's Q400 routes will change to E175, which is good as Redmond Airport is the only E175 maintenance base in Oregon outside Portland.
- **Delta Air Lines:** COAST (Central Oregon Air Service Taskforce) and Mr. LeLacheur met with Delta staff this week and pitched Minneapolis, but were told Minneapolis was three years out. No substantial changes expected for the next year or two.
- **United Airlines:** COAST met with Chicago headquarters staff last Friday. Redmond will keep 4-5 daily flights to San Francisco but the aircraft size might decrease slightly. Starting in spring 2019, United will add a flight to Denver which, depending on its summer performance, could be in place for the rest of the year. United's new LAX (Los Angeles)

flight started in late spring 2018 and might be upgraded to an E175. COAST pitched a daily Chicago flight with a revenue guarantee and a DOT (Department of Transportation) grant to help offset starting costs. United staff were not interested in a daily flight but were willing to consider a seasonal flight.

B. FBO Negotiations

Mr. Bass reported negotiations with Leading Edge Jet Center, the Airport's current FBO (Fixed Base Operator), were 98% complete. He's hoping to implement the new 30-year agreement by March 1, 2019. Included would be a \$6 million investment on the Airport's north side for a new hangar and a new FBO building for general aviation and corporate use.

C. FAA/ODA Grant Updates

Mr. Bass said both ODA (Oregon Department of Aviation) core grants applied for last year to provide matching funds for FAA (Federal Aviation Administration) funding were approved.

VIII. NEW BUSINESS

A. Parking Fees

Mr. Bass discussed (PowerPoint) the current parking situation, impact of Airport growth (enplanements up 75% in the last 5 years), available customer parking (1,151 spaces), impact of ground transportation, parking demographics, parking alternatives considered, short-term and long-term expansion plans, parking revenue distribution, current parking rates, airport parking rate comparisons, and parking rate options. If Council approves the proposed rate increase, the new parking fees will become effective on January 1, 2019.

Committee concerns included parking alternatives considered, percentage of debt service versus operational dollars versus reserves, impact of proposed rate changes, keeping the current rate for the first 30 minutes, dropping the free 7th day, and implementing an annual review of the Airport's parking policy. Members requested staff e-mail the parking comparisons. Following discussion, committee members agreed by consensus to support Parking Fee Option 1.

B. Transient Commuter Parking Changes

Mr. Bass outlined (PowerPoint) proposed changes to the 100 parking spaces now reserved for nonresident airline personnel. Current lot usage is 60-70% full.

Chair Sande invited public comment on proposed changes to the transient parking program:

- **Christy Smith** (Horizon Air) expressed concern about financial impact of the proposed rate change on single parents and the space available. If she can't find a parking space or is late in reporting for work, she will be fired.
- **Bill Huff** asked about the availability of a park-and-ride lot.
- **Radley Clothier** (SkyWest pilot) said tripling the current transient parking rate was excessive. He uses the transient parking lot about 18 days a month. The airlines have brought jobs into Central Oregon and airline staff shouldn't be penalized for trying live and raise their families here.
- **Shawn Chesley** (SkyWest pilot) said he often bids Redmond overnight. Tripling the parking rate means the Airport's priority is revenue. Uber won't travel to Alfalfa and its \$40-per-day rate is expensive. His work schedule means he flies out of Redmond at 5:45 a.m. and returns late at night. Walking to/from parking in the dark is not safe.

- **Drew Sims** (SkyWest pilot) said having to cross Airport Way on foot to parking on the west side was unsafe. Carpooling is not a viable option with his work schedule (4 a.m. to 1 a.m.). He asked the Airport to keep the fees at \$30 per month and suggested allowing airline employees to park in the public lot with a special badge.
- **Loritta Coffelt** (SkyWest flight attendant) objected to paying a higher parking fee. Rates should be comparable to those at other airports. She is a single parent trying to raise two daughters on \$33,000 per year and cannot afford \$1,100 per year to park at Redmond Airport. Forcing her to pay higher rates or park in the public parking lot could result in her missing a flight, which would cause her to be fired. Walking a long way in the dark to and from a parking lot farther away feels scary and unsafe. She suggested canceling the 7th day free parking rate to help offset the cost for transient parking.
- **Scott Gendron** (SkyWest pilot) said 80% of air crews throughout the country commuted. At \$5 per day, his current 18-days-per-month schedule would cost \$90 per month. Using Uber or Lyft would cost him \$312 per month or just short of \$4,000 per year. Taxi service would cost over \$3,000 per year. Having his wife drive him to work at 4 a.m. and pick him up after midnight was not a viable option with his flying schedule. He suggested increasing the cost of public parking to align with the national average for commuter parking (\$300 per year). He and his family live in Central Oregon so Redmond is his home airport.
- **Sean Killion** (Horizon captain) said carpooling was impractical due to his early morning flight schedule. Not showing up for a flight due to lack of parking would cause him to be fired. Contributing to the current flight crew shortage could mean planes would not leave the airport.
- **Doug Denneson** (SkyWest pilot) said he used to live in Redmond but didn't now and didn't park here but supported comments made by other airline personnel.
- **Jessie Caton** (Alaska flight attendant) said she used to park in the lot across the street. Dragging bags across the street in the snow was hard. The proposed rate change would increase her cost by over \$100 a month.
- **Eric Danfelt** (Delta captain, 35 years) said he has lived here for 20 years. He stated "airport infrastructure hasn't kept up with the growth out here so we're the soft target in this whole thing." Losing the current transient parking option and having to compete with the public for a parking spot was punishment enough. He suggested increasing the public parking fee to \$15 per day and using the employee lot with a separate gate as a premium public parking spot at \$18 per day. He didn't think the public would put up much of a fight. Any increase in the transient parking lot should be a marginal one.

Chair Sande thanked everyone for their comments.

Committee concerns included competing themes (guaranteed spots vs. maintaining current rates), impact of ending the current 7th day free program, importance of consistent access for airline employees, how Redmond Airport's public parking rates compare to those at other destinations (airports), potential impact of higher parking rates on customer behavior (flying out of/into the Portland (PDX) Airport instead of Redmond Airport), forcing airline employees to lose their jobs if they can't pay the increased parking fees, how parking behavior should be changed, impact of charging by the day instead of by the year, impact of requiring airline personnel to park in the public lot, number of people without parking, if transient parking is

included in airline employee pay packages, number of transient permits issued, average number of days the transient parking spaces are used, why transient parking users are upset, difference between the current rate and the pre-2012 rate of \$4 per day, and impact of the proposed transient parking rate changes.

Mr. Coffelt, Mr. Livingston, Vice-Chair Neary, and Chair Sande volunteered to serve on a subcommittee with airline employees to work on the transient parking fee structure. Subcommittee members recommended keeping transient parking at current rates and extending airline contracts until the Airport Committee's December 2018 meeting.

C. Policy Changes

Mr. Bass summarized the background of the lease restructuring process.

Mr. Green reviewed the proposed rewrite of the Airport's aeronautical lease, discussing advantages to separate policies and formats for aeronautical and nonaeronautical leases and explaining why the changes proposed were needed. His objective with the new policies was to give the City as much discretion and latitude as possible. To aid committee review, he agreed to write a memo about proposed changes to the aeronautical policy and lease format and to draft a nonaeronautical policy and format. He asked committee members to e-mail comments about the proposed policy changes to Mr. Bass.

Committee members agreed to revisit this topic at their December 2018 meeting.

VIII. COMMITTEE MEMBER COMMENTS

Committee members agreed transients and the public needed to understand the nuts and bolts of the parking situation and that staff have spent a lot of time researching options and potential solutions. Most comments tonight were about the rate and knowing where to park.

Ms. Shaw pointed out transients pay a monthly fee and Airport staff have no way of monitoring if they're working when they use their permit. Staff have observed some people using these permits for nonwork purposes. The employee lot always fills up. Airport staff have been issuing warning citations to transients who park in the employee lot.

Mr. Bass said staff were already seeing customers very upset about paying full rate and not having a place to park.

Mr. Coffelt recommended the Airport issue a press release to support customers making alternate arrangements to avoid having to park at the Airport before the holiday traveling season.

Next Airport Advisory Committee meeting: Thursday, December 13, 2018, 5:30 p.m.

IX. ADJOURN

With no further business, Chair Sande adjourned the meeting at 7:38 p.m.

APPROVED by the Redmond Municipal Airport Advisory Committee and SIGNED by the Chair this _____ day of _____, 2018.

ATTEST:

Eric Sande
Chair

Zachary Bass
Airport Director