



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

Thursday, January 8, 2015  
5:30 PM

### COMMISSION MEMBERS

Eric Sande  
*Member*

Ross Centers  
*Member*

Sean Neary  
*Member*

Tim Moor  
*Member*

Vacant  
*Member*

Kelly Coffelt  
*Member*

Rob Berg  
*Member*

Marc Henegar  
*Chairman*

Doug Knight  
*Member*

Frank Reed  
*Youth Ex-Officio*

Jay Patrick  
*Council Liaison*

George Endicott  
*Alternate Council Liaison*

### MEETING AGENDA

#### I. CALL TO ORDER

#### II. ANNOUNCEMENTS

- 1) Introduction of new committee members
  - a. Ross Centers (Redmond)
  - b. Sean Neary (Redmond)
  - c. Frank Read (Youth Ex-Officio)

#### III. COMMENTS FROM CITIZENS

#### IV. APPROVAL OF MINUTES

- 1) Meeting Minutes – December 11, 2014

Exhibit 1

#### V. CONSENT AGENDA

All items listed under the consent agenda are considered to be routine and will be enacted by one motion. If separate discussion is desired, that item will be removed from the consent agenda and considered separately.

#### VI. OLD BUSINESS

#### VII. NEW BUSINESS

- 1) Election of 2015 Officers (Chair and Vice Chair)
- 2) Discussion Item #1 – Establishment of subcommittee(s)
- 3) Discussion Item #2 – Appointment of representative to the Redmond Development Committee

#### VIII. COMMITTEE REPORTS (IF AVAILABLE)

#### IX. AIRPORT STAFF BRIEFINGS, REPORTS & PRESENTATIONS

- 1) Airport Director's Report

#### 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](mailto: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](http://www.flyrdm.com)

**REDMOND AIRPORT COMMITTEE MINUTES**

**Thursday, December 11, 2014**

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

**Committee Members Present:** Marc Henegar, *Chair*; Kelly Coffelt, David Foote, Tim Moor, Eric Sande (excused: Doug Knight, Kenny Larkin; absent: Rob Berg; 1 vacancy)

**City Staff:** Jeff Tripp, *Airport Director*; Nettice Honn, *Airport Projects Coordinator*; Cameron Prow, *TYPE-Write II*

**Visitors:** George Endicott, *City Council Liaison Alternate*; Tom Headley and Joe Roshak, *Century West Engineering*; Stan Clark; Don Lee, *NW Commercial*; Anthony LeLouis; Sean Neary

**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/against/abstaining.)

**I. CALL TO ORDER**

Mr. Tripp called the meeting to order at 5:32 p.m. and welcomed the visitors.

Ms. Prow called the roll and confirmed that a quorum did not exist as only four of eight committee members were present.

**II. ANNOUNCEMENTS**

Mayor Endicott summarized the City commission/committee restructuring process. All but two commissions became advisory committees. The Urban Area Planning Commission and Historic Landmarks Commission retained their current titles as they have quasi-judicial authority on behalf of the City.

**III. COMMENTS FROM CITIZENS (None)**

**V. CONSENT AGENDA (None)**

**VI. TOPIC**

Mr. Tripp presented the Airport Director's Report – December 11, 2014. Staff are continuing to modify the monthly format to better report airline passenger statistics and airport revenues.

**A. Airport Operations**

Mr. Tripp said the Airport experienced several closures in the past month due to extreme weather conditions (icing, freezing rain, fog). The Airport was open throughout the recent snowstorm until freezing rain forced closure. Extremely strong winds (40 to 50 miles per hour) caused some cancellations, diversions, and delays earlier today but normal function has been restored. Backup generators enabled maintenance of critical functions during the power outage. He commended Airport staff for their hard work to return to normal operating conditions and prevent slipping/falling accidents on walkways and parking lots.

He summarized actions taken to improve the Airport's ability to stay open during storm events and enhance communication with the public. The Airport is purchasing a 5-year-old, 750-gallon, towable runway de-icer with a 75-foot spray boom (current de-icer has a 50-foot boom). Press releases will be issued to provide a better picture of how the Airport handles storm events and its scope of responsibility (metrics) related to those activities.

B. FBO Agreement

Mr. Tripp summarized the background and progress of the fixed-base operator agreement to date. The Airport provided a status update at the October 28 City Council meeting. He, City Manager Keith Witcosky, and Community Development Director Heather Richards met with the owners of Butler Aircraft Services, Butler's general manager, and a KC Aero representative on November 4 to review submittal requirements. Butler presented the majority of the needed information a day before the November 25 deadline. He is working closely with Butler's general manager to complete the application process. He and the City's Risk Manager are coordinating with Butler's insurance provider to ensure the proper levels of coverage are provided. Code changes to the Airport's minimum standards are needed to address environmental concerns about the fuel storage facility. Following staff review, he will present Butler's FBO application to Council for its consent.

Mr. Tripp responded to Committee concerns about reviewing proposed code changes and Butler's performance during the application process.

Mayor Endicott explained that the time constraint was being driven by a sub poena. He emphasized that Council deadlines made it clear that allowing staff extra time to work through the issues did not mean the City was backing off. The City has to provide FBO services if no one else will, but would prefer that the private sector do this.

C. Air Service Initiatives and Updates

Mr. Tripp said Airport staff, representatives of Mead & Hunt (air service consultant), EDCO (Economic Development of Central Oregon), and COVA (Central Oregon Visitors Association) met with Alaska Airlines in Seattle, Washington, on November 21, American Airlines in Dallas, Texas, and Delta Airlines on December 3. The goals are to assure service continuation and to increase capacity and frequency of flights. Meetings held with United Airlines, Skywest Airlines, and Delta Airlines have been very positive. The major concern at this point is to assure that American Airlines has the load factors it needs to justify its midday (formerly morning) flights. He is planning to attend the annual air service meeting in spring 2015.

D. Airport Rules and Regulations

Mr. Tripp reported he wanted to reconvene the subcommittee for one more review of the rules and regulations prior to a final public comment period and presenting them to Council.

E. Airport Lease Policy

This project was suspended during the transition from the Interim Airport Director to Mr. Tripp. Mr. Tripp requested that the subcommittee reconvene to review the lease policy, along with City staff, prior to releasing it for a final public comment period. His goal is to get this to Council as early as possible in 2015.

F. Runway 4-22 Project

Mr. Tripp summarized progress to date and presented a Project Schedule for Phase II dated December 3, 2014. Phase I of the reconstruction was completed on November 14, 2014. He commended Century West and High Desert Aggregate for working in the middle of a snowstorm. Phase II is 90% designed and should be ready by December 19 for FAA (Federal Aviation Administration) review and final comment. The revised project has been influenced by stakeholders' preference for the Airport to stay open during busy summer

months and timing of the second federal grant in mid-2015. Some work will be done in fall 2015, but most is planned for spring 2016. Staff will meet with stakeholders, Airport Committee, Airport tenants, Council, and others. The goal of these meetings will be to provide information about the scope of work, scheduling, and City efforts to minimize impacts of the expected closure in May 2016 during construction at the intersection of both runways.

G. Terminal Energy Efficiency Improvements

On October 29, the City announced it was embarking on a \$1.2 million Energy Savings Performance Contract to improve City buildings by replacing incandescent lights with LEDs (light-emitting diodes). Savings are expected in energy costs, materials, and labor, since incandescent bulbs last 2 years, while LEDs last 7-10 years. Ameresco (energy auditor on over 272,000 square feet of building space) will design, construct, commission, and verify the project. Ameresco identified additional funding (\$100,000) which the Airport can use in a variety of ways. City staff met with contractors and consultants on December 4 to discuss the project schedule. Upgrades to the terminal, Airport operations (snow removal) building, and Airport fire station are expected to start by the end of December 2014. He credited the Public Works Department with spearheading this project.

H. City Code Update – Airport Committee

Mr. Tripp presented a copy of Redmond Code Sections 2.580-2.588 which Council approved on October 28, 2014. He summarized changes in how the Airport Committee will operate including addition of a youth (ex officio) member, annual report to Council, and membership on the Redmond Development Committee. He asked Committee members to contact him with comments and/or corrections.

Mayor Endicott said Section 2.583(4) should read (new wording): “**Appointments.** The Mayor, with the approval of the City Council, shall appoint all members with recommendations received from the City of Bend, Deschutes County, Crook County and Jefferson County pertaining to their respective representatives.”

I. Airport Personnel

Mr. Tripp said he has hired two new staff, is in the process of hiring an Executive Assistant, and is looking for a Property and Contract Specialist. He is reviewing the budget to see if it will support hiring more operation positions to assure coverage from 4 a.m. to midnight or later, depending on flight schedules.

Felila Narotski, Airport Business Coordinator, started on December 8. She has a Bachelor degree in Accounting and a Masters in Business Administration plus 20 years of experience. Once she's up to speed, budgetary and financial reporting will include more useful information and be distributed to the Airport Committee, City Manager, and Council and posted on the Airport's webpage.

Zachary Bass, Airport Projects and Grants Coordinator, will start on February 6, 2015. He has a Bachelor degree in Business Administration and a Masters in Project Management plus experience in the U.S. Air Force and as a small business owner. His responsibilities will include design and construction of all Airport capital projects (grant- and nongrant-fundable) and administration of the Airport's grant program.

Mr. Tripp presented a copy of an e-mail he received from the American Association of Airport Executives on December 10. The Redmond Airport tower is not an FAA facility but is run by a private company that provides air traffic control services through an FAA program. If passed by the Senate and signed by the President, the House omnibus spending bill will provide funding for the contract tower program through September 30,

2015. He thanked everyone who contacted their Congressional delegations urging support of full, dedicated funding to the FAA Control Tower program.

## **VII. OTHER TOPICS**

### **A. Runway 4-22 Phase II Project Overview and Scheduling**

Mr. Tripp said the original \$5 million runway overlay project two years ago was now expected to cost \$18-20 million due to expansion of the project scope at the request of the FAA. He emphasized the importance of communicating with the public and stakeholders as early as possible about the scope of this massive project. The Airport is doing everything it can to minimize impacts to stakeholders from the tentative May 2016 airport closure.

Mr. Roshak stated Phase I was substantially complete except for some painting which will be done in spring 2015. He presented photos of what RWY 4-22 looks like today and discussed the Phase II project scope (runway changes, design, materials), FAA funding schedule, construction timeline, and what project information should be presented to the public. Closure of RWY 4-22 could be held to 15-21 days in May 2016 if crews worked 24 hours a day. Benefits of this project include adding federal dollars to the local economy, reducing the length of time the Airport will be shut down for reconstruction of RWY 10-28, and complying with FAA standards.

Mayor Endicott suggested comparing the scope of this project to tearing out and replacing a four-lane highway between Bend and Redmond in 15 days.

Committee concerns included making the Airport FAA-compliant and safe, maintaining an ongoing dialogue with the airlines, focusing on the benefits to doing this project now in press releases, and suggesting alternate trips as mitigation during the anticipated closure.

Mr. Clark suggested removing “up to” references when providing metrics.

Mr. Tripp discussed contingency plans for equipment breakdowns and material shortages.

### **B. Committee Member Recruitment**

Mr. Tripp said the terms of three members (Mr. Foote, Mr. Larkin, and Mr. Sande) will soon expire. Staff are also recruiting a Youth Ex Officio member, who will serve a one-year term.

Mayor Endicott said he expected to appoint new Airport Committee members next week. Mr. Larkin has indicated he will not reapply due to his work schedule.

## **VIII. COMMITTEE MEMBER COMMENTS**

Mr. Foote thanked staff for sending the Airport Director’s Report in advance of the meeting. For meeting efficiency, he suggested asking members at the start of each meeting if they have read the report and have any questions.

Mr. Moor said the Airport Director’s Report was very helpful. He commended Nicole Jurgensen for getting information on Airport closures out sooner. Mr. Tripp said Ms. Jurgensen has been receiving training about how to be a public information officer, including posting alerts on the Airport webpage and issuing press releases on a regular basis.

Mr. Coffelt said the Airport Director’s Report is fantastic.

Mr. Sande commended Mr. Tripp for the good job he has done since coming on board.

## **VIII. COMMENTS FROM CITIZENS**

Mr. Lee recommended posting the agenda and meeting packet on the Airport website, recommended topics for press releases, and suggested additional ways to inform the public

(Redmond Buzz) and the airlines about transportation alternatives. Mr. Tripp outlined options for meeting passenger needs during the tentative May 2016 airfield closure.

Chair Henegar arrived at 6:39 p.m., establishing a quorum.

**IV. APPROVAL OF MINUTES**

**Motion 1** (5/0/0): Mr. Moor moved to approve the minutes of October 9 and November 20, 2014. Mr. Sande seconded the motion which passed unanimously.

**IX. ADJOURN**

The next meeting is scheduled for 5:30 p.m., Thursday, January 8, 2015.

Chair Henegar recommended reviewing the meeting schedule at the January 2015 meeting, and reminded members that Councilor Patrick was unable to attend midday meetings due to other commitments.

There being no further business, Chair Henegar adjourned the meeting at 6:40 p.m.

APPROVED by the Airport Commission and SIGNED by the Chair this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Marc Henegar, Chair



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**AIRPORT DIRECTOR'S REPORT**  
**January 8, 2015**

**1) AIRPORT ORIENTATION FOR NEW COMMITTEE MEMBERS**

The Airport has identified the need to develop a dedicated orientation program to assist new committee members with understanding the how the airport functions. Detailed tours of the airport and its facilities will be made available to all committee members.

The Airport will be providing copies of Airport Cooperative Research Program Report 16 – Guidebook for Managing Small Airports, to each committee member to assist with gaining a general overview of airport management. The report presents a broad array of relevant material to assist airport committee members in learning about small airport management. Moreover, it presents numerous resources and references, which are relevant to these issues regardless of their level of airport experience. ACRP Report 16 does not represent all material relevant to managing a small airport, nor is it intended to be a complete collection and dissertation of issues facing small airports. The report is available on-line at <http://www.trb.org/ACRP/ACRP.aspx>. Hard copies will be provided to each Committee member at the January 8<sup>th</sup> meeting.

**2) AIRPORT OPERATIONS**

The Airport is continuing to modify the new monthly reporting format to better report airline passenger statistics and airport revenues. Staff will continue these efforts to provide more details in future months.

The airport experienced an approximate 6-hour closure on the morning of December 29<sup>th</sup> due to the winter storm. Normal operations resumed around noon. There were no negative impacts (cancellation or delays) caused by the extremely cold temperatures.

**3) FBO AGREEMENT**

The Airport Director is working closely with the FBO General Manager to complete the application process. Butler submitted their application on November 24<sup>th</sup>; the application is undergoing final review by staff. The City's Risk Manager and Airport Director will be coordinating with Butler's insurance provider to review the City's requirements and ensure the proper levels of coverage are provided.

**4) AIR SERVICE INITIATIVES & UPDATES**

The Airport and representatives of Mead & Hunt (air service consultant), Economic Development of Central Oregon (EDCO), and Central Oregon Visitors Association (COVA) are conducting annual corporate headquarters meetings with the airlines. Staff recently met with Alaska Airlines in Seattle, WA on November 21<sup>st</sup> and American Airlines in Dallas, TX on December 3<sup>rd</sup>. The meeting with United Airlines will be held in the spring 2015.

The Airport Director is tentatively scheduled to attend an air service conference in Phoenix, AZ conducted by Mead & Hunt in March 2015.

## **DELTA AIRLINES**

The Airport has received notice that Delta is planning to temporarily pull the CRJ-700 (70-seats) out of Redmond during the peak summer months of July and August. Through most of 2015, Delta has previously scheduled at least one of the two Salt Lake City (SLC) roundtrips with the CRJ-700. During the peak season, Delta has been operating solely with the CRJ-700. Currently, the service is anticipated to remain at two roundtrips to SLC but with the CRJ-200 (50-seat) aircraft instead.

The Airport's Air Service consultant, Mead & Hunt, reached out to Delta. While Delta is still working on their summer schedule, they are scheduled very tight for the summer given their different objectives. The airline has some external issues stretching the availability of their available fleet, so Delta is trying to balance all of their competing requirements. One of the outcomes has been some of the markets they upgraded such as RDM are slated to be pulled back, while other markets have lost frequency of flights. Delta indicated they would like to re-schedule the CRJ-700 back in Redmond for those two months but it does not appear that there will be an aircraft available.

## **AMERICAN AIRLINES**

American is happy with the results for the summer Los Angeles (LAX) flights. Overall, profit is up year-over-year during the summer through September. Load factors were strong in the summer although June was lower than anticipated. On the mid-day turn, American plans on continuing to match the schedule with the spike in visitor traffic during the summer.

In 2015, they are planning on putting in the mid-day turn at the end of March and will revisit that decision based on the obvious trend of visitor traffic primarily starting in June. American's primary concern is in the non-summer months where performance is below their expectations. American has indicated they would like to see higher traffic numbers with better load factors.

The Central Oregon Air Service Team (COAST) is working on development of a marketing campaign to help boost traffic. It is believed that service awareness is the primary obstacle for American to do well in the market year round. One area to explore for advertising is making sure that Alaska mileage program members are aware of the codeshare agreement with American – basically that Alaska miles can be earned on American flights.

The Central Oregon Visitors Association (COVA) is planning a very strong marketing campaign in the Los Angeles Basin for 2015. COVA also plans on contacting American to get contacts for vacation packages and promotions to help bolster travel. Finally, American mentioned their desire to have another revenue guarantee to support the service now that the current program has ended.

## **ALASKA AIRLINES**

Alaska Airlines has indicated that RDM will be the beneficiary of an additional Seattle (SEA) flight next summer starting around June 15<sup>th</sup> and extending into the fall. Depending upon how the additional flight performs, it may possibly continue year round.

## **5) AIRPORT RULES & REGULATIONS**

The Airport Rules & Regulations will undergo another final review and comment period prior to taking to City Council. I would like to reconvene the subcommittee to review along with City staff prior to publishing for a final public comment period.

## **6) AIRPORT LEASE POLICY**

This project was suspended during the transition between the incoming Airport Director and the Interim Airport Director. I would like to reconvene the subcommittee to review along with City staff prior to publishing for a final public comment period.



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**7) RUNWAY 4-22 PROJECT**

Phase 1 of the Runway 4-22 reconstruction project was completed on November 14, 2014. The design of Phase 2 is currently undergoing final review prior to 100% completion of plans and specifications. Staff will soon be providing informational meetings with stakeholders (airlines, USFS, TSA, rental cars agencies, FBO and restaurant), the Airport Commission, airport tenants, City Council, etc. The project must be bid and ready to award to the lowest responsive bidder by the beginning of April 2015 in order to secure federal grant funding in the current federal fiscal year.

The goal is to continue to receive input on the overall project schedule in an effort to minimize impacts that the airport closure will have, while maximizing opportunities to provide detailed information about the project scope of work and the efforts the City and Century West Engineering have been making to design the project to reduce the amount of time needed for the full airport closure.

**8) TERMINAL ENERGY EFFICIENCY IMPROVEMENTS**

On October 29<sup>th</sup>, the City of Redmond announced embarking on a \$1.2 million Energy Savings Performance Contract (ESPC) to improve City buildings, enhance efficiency and reduce costs. As part of the project, Ameresco conducted an energy audit on the more than 272,000 square feet of building space and identified energy conservation measures that the company will design, construct, commission, and verify.

City staff met with project contractors and consultants on December 4<sup>th</sup> to discuss the project schedule. The project commenced the last week of December with work starting at the airport fire station and the snow removal equipment building. Terminal work will occur throughout January.

**9) AIRPORT PERSONNEL**

Over the past several months, the Airport has advertised for several key administrative positions: Airport Business Coordinator, Airport Projects & Grants Coordinator, and an Executive Assistant.

The Airport has hired Nettice Honn to fill the Executive Assistant position. Nettice is a licensed pilot and has over ten (10) years airline, fixed base operations, and charter operations experience and has worked for the Redmond Airport in a temporary capacity since March 2014. Her position will provide support to the Airport Director and the administrative and operations staff as needed. One of the key areas this position will fill is to provide assistance to the Airport Committee.

**10) AIRPORT FISCAL YEAR 2015/16 BUDGET**

Airport staff is currently developing the fiscal year 2015/16 budget. Airport Committee members have previously expressed interest in being more actively involved in the review of the Airport's budget (Operating and Capital). Attached is a draft copy of the Airport's annual budget calendar. This calendar is being created to assist staff with performing the various budget-related items throughout the year and meet performance deadlines. It is the goal of the Airport to start development of the annual budget in the early fall and bring the draft budget to the Airport Committee for review and comment in January, February, and March prior to the budget being presented to City Council.

BY	Description	Start Date	End Date
AIRPORT	FY15/16 Budget Development - Joint Planning Conference with FAA to discuss 5-Year ACIP for FY2016-2020 - Initiate Airport budget development with staff; Target Goal of having Airport Operating & Capital Budgets at 90% completion level by end of December 2015.	08/01/14 10/01/14	09/30/14 12/31/14
CITY	<b>FAA Form 5100-126 &amp; 5100-127 Due for submittal to FAA. (Due 120 days after end of fiscal year; can ask for up to a 60 day extension)</b>	07/01/14	12/31/14
CITY	ANNUAL AUDITS - Grant Program; PFC Program; CFC Program; Rental Cars; Parking; Concessionaires; FBO		
AIRPORT	Airport Capital Improvement Program (ACIP) Submittals due to FAA	01/01/15	02/01/15
AIRPORT	Reminder letter to Airlines regarding Fiscal Year Total Enplaned/Deplaned PAX, Total Landings, and Maximum Gross Landed Weight of all aircraft; similar estimate required for each Affiliate airline. Due on or about February 1st per Airline Agreements.	01/01/15	01/07/15
AIRPORT	Airport Advisory Committee - Budget Workshop #1	01/08/15	01/08/15
CITY/AIRPORT	FY14/15 Projection Meeting - Airport	01/09/15	01/09/15
AIRPORT	<b>DUE - Employee Split Fund &amp; FTE Allocation Worksheets</b>	01/16/15	01/16/15
CITY	2nd Quarter Financial Review provided to City Council by Budget Director	01/27/15	01/27/15
CITY	Budget Tools / Process Training Session	01/29/15	01/29/15
AIRPORT	Airport Capital Improvement Program (ACIP) submittals due to FAA	01/01/15	02/01/15
CITY	City Council Goal Setting Session	02/10/15	02/10/15
AIRPORT	Airport Advisory Committee - Budget Workshop #2	01/08/15	01/08/15
AIRLINES	<b>DUE - Fiscal Year Total Enplaned/Deplaned PAX, Total Landings, and Maximum Gross Landed Weight of all aircraft; similar estimate required for each Affiliate airline.</b>	02/01/15	02/15/15
AIRPORT	<b>DUE - New Position / Reclassification Request Forms</b>	02/16/15	02/16/15
AIRPORT	<b>DUE - FY15/16 Revenue &amp; Expenditure Estimates</b>	02/19/15	02/19/15
CITY	Requested Budget Meetings - Airport Budget Meeting	02/25/15 TBD	03/26/15 TBD
AIRPORT	Provide each airline with draft copy of Annual Budget and copy of preliminary calculation of Landing Fees, Maintenance & Overhead Fees, and Supplemental Security Fees for FY15/16. <b>Presentation to City Council required.</b>	03/01/15	03/15/15
AIRPORT	Airport Advisory Committee - Budget Workshop #3	03/12/15	03/12/15
CITY/AIRPORT	City Council Workshop for Baseline Presentations (City Leadership Team)	03/17/15	03/17/15
AIRPORT	<b>DUE - Budget Document Content</b>	03/26/15	03/26/15
CITY	Proposed Budget Document Distributed	04/10/15	04/10/15
CITY	Budget Committee Meetings - Proposed FY15/16 Budget	04/20/15	05/20/15
AIRPORT	<b>DUE - FY15/16 Rates &amp; Fees (Proposed)</b>	TBD	TBD
CITY/AIRPORT	Staff Budget Adjustments / Rework (if needed)	05/11/15	05/15/15
CITY	Budget Committee Final Meeting (Approval of Budget)	05/20/15	05/20/15
CITY	City Council Meeting - FY15/16 Budget Hearing & Adoption	06/09/15	06/09/15
CITY	Contingent Budget Hearing & Adoption	06/26/15	06/23/15
AIRPORT	<b>DUE - Provide each airline with FINAL calculation of Landing Fees, Maintenance &amp; Overhead Fees, and Supplemental Security Fees for FY15/16.</b>	06/10/15	06/30/15
AIRPORT	<b>DUE - FY15/16 Rates &amp; Fees (Final)</b>	TBD	TBD
AIRPORT	DUE - FY15 Closeout with Budget & Finance	TBD	TBD
CITY	Adopted Budget Document Published and Released	07/01/15	07/01/15