



**Redmond Municipal Airport-Roberts Field**

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**REDMOND MUNICIPAL AIRPORT ADVISORY COMMITTEE  
MINUTES**

**March 22, 2018**

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

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

**Youth Ex Officio:** Eric Beal

**City Staff:** Zachary Bass, *Airport Director*; Erinn Shaw, *Office Assistant III*; Fred LeLacheur, *Airport Engineer*; Cameron Prow, *TYPE-Write II*

**City Council Liaison:** Jay Patrick

**Visitors:** Joe Roshak, *Century West Engineering*

**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, March 22, 2018.

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

**II. ANNOUNCEMENTS**

None.

**III. SWEARING IN OF NEW MEMBERS**

None.

**IV. COMMENTS FROM CITIZENS**

None.

**V. APPROVAL OF MINUTES**

**Motion 1** (5/0/0): Mr. Moor moved to approve the minutes of January 11, 2018. Mr. Neary seconded the motion which passed unanimously.

**VI. AIRPORT STAFF BRIEFINGS, REPORTS & PRESENTATIONS**

A. Airport Report

Mr. Bass provided Airport Performance Metrics for December 2017 and January 2018.

**Quick Updates:** Year-to-date enplanements have increased 15.25% year-over-year. In summer 2018, the Airport will have 25 daily outbound flights (2 more than last year): 7 Seattle (SEA), 5 San Francisco (SFO), 3 Denver (DEN), 2 Salt Lake City (SLC), 2 Los Angeles

(LAX), 1 Phoenix (PHX), and 5 Portland (PDX). The Hillsboro flight school has close to 100 students. More queuing and an expedited TSA (Transportation Security Administration) lane have been added. Parking lot web cameras are providing half-hour parking updates. Due to the Airport's growth, passengers need to arrive 2 hours before early morning (5:30-6:30 a.m.) flights to allow enough time for security checks.

Mr. Bass' PowerPoint presentation included passenger demographics, key budget metrics for fiscal year (FY) 2018-2019, growth, and an annual work plan to meet City Council FY 2018-2019 goals. *New projects in 2018:* 11-29 runway reconstruction (February-October, no operational issues so far), aircraft pushback (April), and parking expansion (summer). *Future projects:* ramp expansion (spring 2019), snow removal equipment building (2019-2020), and hold room expansion (2020). *Projects in process:* quick-turnaround (QTA) facility for rental cars and general aviation (GA) development.

Revenue guarantees used to expand commercial air service have been funded in the past through ODOT (Oregon Department of Transportation) plus local cities and counties. Recently, COAST (Central Oregon Air Service Team) and its economic development partners have created a sustainable revenue guarantee. COVA (Central Oregon Visitors Association) is now annually reserving money in a dedicated fund for Redmond which is matched by the state.

Mr. LeLacheur said he and the Operations Supervisor and Operations Lead visited the Missoula (MSO), Helena (HLN), and Bozeman (BZN) airports as part of their research into Quick Turnaround (QTA) rental car facilities and snow removal equipment buildings. These airports were selected because they are similar in size to the Redmond Airport. The trip was productive and informative.

B. Master Plan Update

Mr. Bass said the final master plan open house had been held. He reviewed (PowerPoint) project progress (timeline), preferred alternatives (runway extension, taxiway system, GA development, fuel farm, passenger terminal, auto parking), ultimate development concept, Capital Improvement Plan for 2019-2038, and next steps. Mr. LeLacheur provided additional details as needed.

Committee concerns included the cost difference between aboveground and underground fuel tanks and the impact of not having Connect Oregon funds for the next five years. Mr. Livingston noted that expanding models to cover a 20-year planning horizon has helped the City of Bend better plan for large capital projects.

C. FEMA Assessment

Mr. Bass said Redmond Airport has been identified as a critical incident support base for the Cascadia Earthquake scenario. The FEMA (Federal Emergency Management Agency) conducted an airfield assessment of Roberts Field on March 13-15, 2018. Results of this assessment are for official use only, but he shared a few talking points.

## VII. OLD BUSINESS

A. Air Service Updates

- **Allegiant Air:** Mr. Bass reported results of his meeting with this carrier when he attended a conference in Phoenix, Arizona, a few weeks ago. Allegiant is upgrading its aircraft to Airbus 319s. This carrier is extremely price-focused and thinks Redmond's fees are too high. (Medford and Eugene airports both have Allegiant and their fees are higher than Redmond's.) At the carrier's request, staff provided an estimate of Allegiant's cost to bring four weekly flights (2 Mesa, 2 Las Vegas) to Redmond. Allegiant has not yet responded.

- **United Airlines:** This carrier is increasing Denver flights to three per day and has said a fourth is not far behind. When Redmond reaches five Denver flights per day, United has agreed to consider providing a direct flight to Chicago.

Committee concerns included the potential impact of working with low-budget airlines and why Allegiant service was desirable.

## VIII. NEW BUSINESS

### A. Air Industry Review

Mr. Bass presented (PowerPoint) "Trends in the Airline Industry" from the Mead & Hunt Air Service Development Conference held March 6-8, 2018, in Scottsdale, Arizona. Highlights included industry profits/profit margins, industry consolidation, capacity consolidation, growth of ancillary revenue, fuel prices increasing, unit labor costs increasing, domestic and international fare changes, growth of low-cost carriers, and fleet trends (aircraft size). Four airlines (American, Delta, Southwest, United) control about 81% of the U.S. domestic market. Airports that can support 76-seat aircraft are growing; those that can't are diminishing.

Committee concerns included what was driving the higher labor costs.

## IX. COMMITTEE MEMBER COMMENTS

None.

Next meeting: Thursday, May 10, 2018, 5:30 p.m.

## X. ADJOURN


With no further business, Chair Sande adjourned the meeting at 6:26 p.m.

APPROVED by the Redmond Municipal Airport Advisory Committee and SIGNED by the Chair this

10 day of May, 2018.

ATTEST:

  
Eric Sande  
Chair

  
Zachary Bass  
Airport Director