

**CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
City Hall, Santiam Room
333 Broadalbin Street SW
Thursday, December 2, 2010
3:30 – 5:30 p.m.**

MINUTES

Commission Members Present:: Pat Eastman, John Harshberger, Heath Kasper, Dennis Smith, Ron Terhaar, John Pascone, Jerry Wilken

Commission Members Absent: None

Staff Present: Chris Bailey, Airport & Transit Manager; Diane Taniguchi-Dennis, City of Albany Public Works Director; Jeff Babbitt, PW Senior Accountant; Irene Mann, Executive Assistant to the Public Works Director

Others Present: Students from Willamette University (Eric Shin, Victor Rattanberg), Dan Miltenberger, Happy Miles, Albany City Councilor Ralph Reid, Henry Pollak

CALL TO ORDER

Chair Kasper called the meeting to order at 3:30 p.m.

APPROVAL OF MINUTES

There were no minutes to approve.

PRESENTATION: WILLAMETTE UNIVERSITY PACE STUDENTS

The presentation is attached to these minutes.

There was some discussion on how to cut costs. Possible solutions given were to relocate the airport, but land use laws will not allow for that option; additionally the airport cannot be located outside of the UGB. Another solution discussed was escalating the increase on hangar lease rental costs, or selling jet fuel at the airport.

Bailey suggested the Commission continue the discussion at their next meeting in January 2011.

4 p.m. – Willamette students left the meeting

DISCUSSION OF 10 YEAR FORECAST

Bailey briefly reviewed the 10-year airport budget forecast. She mentioned that Councilor Reid was on the Transient Room Tax Task Force. The Task Force was established to suggest policy for the future disbursements of transient room tax (TRT) revenue to programs that can legally be funded from TRT and ultimately providing a recommendation to the City Council. At the last TRT meeting, Terhaar requested that 50 percent of the room tax funds be allocated to support the operation of the airport.

DISCUSSION – AIRPORT FACILITIES

Bailey summarized the information in the provided FBO packet. The Commission members asked what functions were in the Building Maintenance budget charges. Bailey will get the specifics for that line item charge.

Terharr suggested taking privatization and relocation off the table – maybe just discuss privatizing some parts of airport functions.

Taniguchi-Dennis discussed the condition of the airport assets on the list and said that there needed to be a plan/strategy to move forward with allocating money for them. Miltenberger discussed his proposal to purchase the FBO building. He said he intended to manage the facility, not the actual FBO, and would want an aviation type business in the building

Taniguchi-Dennis explained the process would be for the City Council to declare the building surplus property at the airport, obtain an appraisal, and then the Council would solicit public bids for the building. The process would take 90-120 days after it started until proposals were opened.

The AAC members discussed if they wanted an FBO in that building. Smith said he could see privatization of some facilities as a possibility. The general consensus was to continue with the City process to search for an FBO.

DISCUSSION – HISTORIC HANGAR

Miles said he was withdrawing his request for a lease extension.

DISCUSSION – LEVEL OF PARTICIPATION FOR NWAAF

There was discussion and some history on the expenditures of the pilots and the City for the NWAAF from the airport budget.

ACTION: The AAC voted to allocate an amount not to exceed \$1,000 for the airport's contribution to the NWAAF. John Pascone made the motion and Terhaar seconded it. The motion carried with Smith abstaining from voting.

COMMENTS FROM THE PUBLIC

Dan Miltenberger had some comments and addressed the AAC.

NEXT MEETING DATE

The next meeting of the Airport Advisory Commission is scheduled for January 13, 2011, at 3:30 p.m. in the Santiam Room at City Hall.

ADJOURNMENT

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,



Irene Mann
Executive Assistant to the Public Works Director