



**CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Santiam Room
Albany City Hall
333 Broadalbin Street SW
Thursday, October 17, 2013
4 p.m. – 5:30 p.m.**

MINUTES

Commission Members Present: Heath Kasper, Jay Sluiter, John Harshberger, Ron Terhaar (arrived 4:12 p.m.), Georgiann Wheeler, John Pascone

Commission Members Absent: Chuck Kratch - excused

Staff Present: Jon Goldman, Transportation Superintendent; Irene Mann, PW Executive Assistant

Others Present: Dan Miltenberger

CALL TO ORDER

Chair Kasper called the meeting to order at 4 p.m.

APPROVAL OF MINUTES

The minutes from the September 19, 2013, meeting were unanimously approved 5:0.

MISCELLANEOUS UPDATES

*Goldman said he received two bids for the cost for materials and labor to install wire for power to the T-hangers was \$4900 and \$6300. Currently there is no power to the T-hangers.

Goldman reported:

*he is still working on the "Welcome to Albany Municipal Airport" sign on the runway side of the FBO building. The bids he received were very high. Goldman will check with his staff and with Building Maintenance staff to see if they can do the work.

*he is also looking at garage door openers for the large hanger. There are two doors per opener at a cost of \$12-1400 per opener. Kasper suggested not installed them.

*he circulated a proof of a sign for the donated property. Wording of the sign was discussed and Heath Kasper will check with Jack Kasper on how it should be worded. Location of the sign was also discussed - Goldman suggested it be mounted on a ballard inside the 'manned fence'.

* the meeting with Kate Porsche had to be rescheduled due to a conflict. She will attend the November meeting and along with John Pascone discuss what attracts a business.

*his staff and Building Maintenance are working on the retrofit of the ladies room in the FBO building to make it ADA accessible. He anticipates the work will be complete after the first of the year.

*an air-conditioning unit was discussed for the FBO building and could be ordered from Kmart.

*a survey of the property line will be made after the fence pre-construction meeting. The contractor (F&W) will hire the surveyor.

*that there were no updates to report on the Master Plan Update.

*there was a discussion of the terms of Happy Miles lease. His hangar lease terms started at \$850/month and increased \$50. a month each year for five years. (\$900, \$950, etc.) Either the City or Miles could

cancel the lease with six months notice. The Commission felt the terms that Goldman reported were fair.

*there was discussion whether it was legal to live in the hangars. The Commission felt a portion of their hanger should be available for occupancy.

*he will check the gas bill and provide the current airport operating budget.

COMMENTS FROM THE PUBLIC

Miltenberger suggested placing a "For Lease" sign on the door of the FBO building.

Miltenberger requested the old counter in the back storage room be removed since it was junk, heavy, and dangerous.

COMMISSIONER COMMENTS

*There are three duplex plugs in the FBO building that are not working.

*Kasper asked if the tie-down fees were up-to-date.

*The Commission wanted to know when a NWAAF (Northwest Art & Air Festival) follow-up meeting was going to be held.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, November 21, 2013, at 4 p.m., in the Santiam Room at Albany City Hall.

ADJOURNMENT

The meeting was adjourned at 5:15 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant