



**CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Albany Municipal Airport
533 Aviation Way
FBO Building-Main Office
Thursday, July 17, 2014
4 p.m. – 5:30 p.m.**

MINUTES

Commission Members Present: Heath Kasper, Jay Sluiter, Georgiann Wheeler, John Harshberger, John Pascone, Richard Kay, Chuck Kratch

Commission Members Absent: None

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

Others Present: Dan Miltenberger, Travis Ward, Don Austin

CALL TO ORDER,

Chair Kasper called the meeting to order at 4:04 p.m.

APPROVAL OF MINUTES

The Commission asked that the minutes from June 19, 2014, reflect that the discussion about the National Guard having drills at the Albany Municipal Airport (AMA) be held as soon as possible by Goldman, Sluiter, and the National Guard. Under Comments from the Public, a correction was made to correctly spell Tim Lunceford's name. With those changes, the minutes were unanimously approved 7:0.

MISCELLANEOUS UPDATES

Goldman reported that:

- he tried the security cameras but did not install them.
- the Master Plan Update should be available in about a month (middle of August) for Commission review.
- the fence contractor still has a few items to repair to complete the contract
- he will purchase a new modem since there appears to be problems with the internet. He will compare Quests' prices with Comcast.
- the hangar proposal will be scheduled for a City Council work session in August. The Commission requested an e-mail communication with the work session date.
- the fuel tank has been cleaned.
- repairs have been made on the women's bathroom in the FBO building.
- the Building Maintenance workgroup worked 155 hours at the airport during the months of April through June.
- he has a call into the Planning Department to discuss the riparian permit for the airport.
- the airport would be mowed prior to the Northwest Art & Air Festival (NWAAF).
- he is having discussion with a potential FBO from Hillsboro.

-Tim Lunceford moved out and his hangar space goes to the next scheduled renter.

-brought copies of the June budget. The Commissioners asked about specific line items (Power & Light, Heating & Fuel), what items were in the City events line items, and requested more information about the Insurance line item.

COMMENTS FROM THE PUBLIC

-Miltenberger asked for additional breakdown of the budget.

COMMISSIONER COMMENTS

-There was extensive discussion concerning a 'grass runway'. Sluiter will set up a meeting with the National Guard and City staff.

-Kasper asked about a port-a-potty set up by the balloonists' area and wanted to know who was going to make money on it. Kasper also asked for a reading on the electrical meter on the south end of the FBO building.

-Can Commissioners attend a conference for airport managers?

-Wheeler discussed her investigation of the potential for snow removal at the airport and will follow up with more details.

-The Commissioners requested additional detail about some budget items (Where were the bathroom remodel charges? More information about the Transient Room Tax)

-Kratch asked about the footprint of the airport. The land survey will be in the Master Plan Update.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, August 21, 2014, at 4 p.m. The meeting will be held at the Albany Municipal Airport in the FBO (Fixed Base Operator) building.

ADJOURNMENT

The meeting was adjourned at 5:45 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant