



**CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Albany Municipal Airport
533 Aviation Way
FBO Building-Main Office
Thursday, October 16, 2014
9 a.m. – 10:30 a.m.**

MINUTES

Commission Members Present: Heath Kasper, Jay Sluiter, John Harshberger, Richard Kay, John Pascone
Commission Members Absent: Chuck Kratch (excused), Georgiann Wheeler (excused)
Staff Present: Jon Goldman, Transportation Superintendent; Irene Mann, PW Executive Assistant
Others Present: Dan Miltenberger, Rodney Harris, Don Austin, Ed Hemmingson, Brett Keizer, Richard Balleaux

CALL TO ORDER,

The meeting was called to order at 9 a.m.

APPROVAL OF MINUTES

With the discussed changes, the minutes of the September 18, 2014, meeting were approved by a vote of 5:0.

UPDATES

*Goldman reported that Building Maintenance spent 57 hours the first quarter of fiscal year 2014-2015 at the Airport (July through September).

*Goldman said that the Federal Aviation Administration (FAA) will be enforcing hangar usage, and recommended non-hangar usage be eliminated immediately.

*Goldman said the storm water permit showed that previous issues with storm water at the Airport were rectified.

*The final paperwork on the fence project is being completed.

*The 'man' gate does not latch. Goldman will check all his keys to be sure he has all the Airport keys.

*Goldman said he has the draft drawings from the Master Plan Update and he would bring them to the November meeting.

*Goldman reported he had a Fixed Base Operator (FBO) interested in coming to Albany and they were interested in moving in by February 2015. They were interested in a five-year lease with extensions at \$1,500/month. Kasper said he would like to see the potential lease. Sluiter wants to meet the potential FBO.

*Goldman said the tie downs would be completed (painted and new tie down ropes) by the end of November.

COMMENTS FROM THE PUBLIC

Miltenberger thanked Goldman for the new lights in the FBO building. He also led a discussion about the thermostat.

Ed Hemmingson addressed the Commission and read the verbiage for a National Historic Site plaque he

suggested be placed in the FBO. Staff will check with the Planning Manager for correctness.

COMMISSIONER COMMENTS

Sluiter will help with the location and verbiage of the plaque to be placed near Lum Yuen. Goldman said he would work with the City Geographic Information System (GIS) to get an accurate outline of the area. Sluiter mentioned the 'Heron' was gone and would be sold.

Kasper said that Richard Kay had a 'new' airplane at the airport.

Kasper said he would like to discuss the possibility of renting out the FBO building for barbeques like the Senior Center or Maple Lawn. Kasper also said he would like a motion sensor installed for the building lights. He said there were sugar ants in the bathroom and asked if the carpet in the FBO building could be cleaned or replaced. He also mentioned painting the outside of the FBO building but the Commission decided to wait for a FBO.

Kasper wants to see the Master Plan Update to review the Airport property line.

Kasper also asked for the schedule of the apron sweeping and a copy of the Capital Improvement Program (CIP) projects.

Kasper asked about lifting or tilting the fuel tank for improved fuel delivery. He also asked about the progress of the riparian permit and the removal of the Cottonwood trees on the south side of the Airport.

Kasper asked to see the details of the 2014 mowing costs and an up-to-date budget balance for the Airport.

Richard Balleaux asked to be added to the mailing list and gave staff his email address.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, November 20, 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 10:15 a.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant