APPROVED: DECEMBER 18, 2014

CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Albany Municipal Airport
533 Aviation Way
FBO Building-Main Office
Thursday, November 20, 2014
4 p.m. – 5:30 p.m.

MINUTES

Commission Members Present:	Heath Kasper, Jay Sluiter, John Harshberger, Richard Kay, John Pascone, Chuck Kratch
Commission Members Absent:	Georgiann Wheeler (excused)
Staff Present:	Jon Goldman, Transportation Superintendent; Irene Mann, PW Executive Assistant; Mark Shepard, Public Works Director/Assistant City Manager; Wes Hare, City Manager; Rich Kellum, Albany City Councilor; Chris Bailey, Operations Manager/Assistant Public Works Director; Jim Delapoer, City Attorney
Others Present:	Dan Miltenberger, Don Austin, Travis Ward

CALL TO ORDER,

The meeting was called to order at 3:58 p.m.

APPROVAL OF MINUTES

There were no minutes to approve.

PURPOSE OF THE COMMISSION

Kasper started off the meeting by discussing the emails he sent to Jon Goldman about communication between staff and the Commission. Kasper said that he had also met with Albany City Councilor Ray Kopczynski to discuss the role of the Commission. There is some disagreement between the Commission and staff over whether their role is to advise staff or mange the Airport.

Shepard said that Kasper had provided a good summary of the question, but the Commission needed clarification on their role as an Advisory Commission.

Kratch asked that items concerning the Airport be brought to the Commission for discussion and review.

Shepard said the Commission's role is to advise the City Council on policy issues, not to direct staff or manage the Airport. The Council directs one staff person – the Albany City Manager. Delapoer read the Albany Municipal Code section on the purpose of the Airport Advisory Commission.

Airport Advisory Commission 2.26.050 Duties and Responsibilities.

The Airport Advisory Commission shall consider and make recommendations to the City Council on matters concerning the operation, enhancement, development, financial stability, and improvement of the airport. This list is not exclusive and shall include periodic review of the performance of the fixed base operator(s) and other persons or entities having commercial relationships with the airport. The Commission shall also make recommendations, as appropriate, concerning municipal support services to the airport such as fuel and facilities and shall make recommendations concerning annual City funding for the airport, revenue development or enhancement consistent with competing City funding concerns. (Ord. 5730 § 1, 2010).

Delapoer stated that the Commission had no role in managing staff, managing the Airport, or running the Airport. He added the Commission and staff should work at cooperation, courtesy, and communication. He said that the City Charter does not allow the Commission to manage City staff. He said that staff needed to make management decisions.

Pascone said he spoke to Albany City Councilor Floyd Collins and said that Collins told him that the Commission should not be micro-managing the Airport. Pascone felt the Commission should take a middle-of-the-ground approach and be the liaison to the Council. If staff provides information, and the Commission doesn't like it, then they go to Mark Shepard or the City Council.

Delapoer asked the Commission to look at the bigger picture-how to make the airport more successful.

Kellum said that the Commission was doing the work of a Fixed Base Operator (FBO). Commission members and members of the public brought up some past issues.

Harshberger said he does not need to know everything, he feels the Commission's role is to advise, not manage staff or the Airport. Delapoer asked the Commission to put together a list of what they want to know about. Kasper and Kratch said they wanted to give their opinions and directions on those items. Sluiter added that the Commissioners work very hard to make the Airport successful and felt that the pilots provide good technical advice.

Delapoer will draft modifications to the Ordinance to help clarify expectations for review at a future meeting.

COMMENTS FROM THE PUBLIC

Miltenberger said he wanted the asphalt swept.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, December 18, 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