



**CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Santiam Room-Albany City Hall
Thursday, March 19, 2015
3:30 p.m. – 5:00 p.m.**

MINUTES

Commission Members Present: Heath Kasper, Jay Sluiter, Richard Kay, John Pascone, Judge Roark

Commission Members Absent: Chuck Kratch (excused), John Harshberger (excused)

Staff Present: Mark Shepard, P.E., Assistant City Manager, PW/CD Director; Irene Mann, PW Executive Assistant; Chris Bailey, Assistant Public Works Director/Operations Manager; Jim Delapoer, City Attorney

Others Present: Dan Miltenberger, Tim Fitzpatrick, Tony Hann (arrived at 4:10 p.m.)

CALL TO ORDER

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

APPROVAL OF MINUTES

There were no minutes to approve.

DISCUSSION OF AIRPORT ADVISORY COMMISSION DRAFT ORDINANCE

Delapoer distributed copies of an updated Ordinance he had prepared. He had made the corrections as discussed in the February Airport Advisory Commission (AAC) meeting and clarified the authority of staff and the role of the Commission. Delapoer said that the Commission had evolved over the years and a number of positive things had occurred at the Airport. He added that he agreed the lines of authority were blurry and understood that it could cause friction.

Kasper distributed copies of items he felt should be clarified in a new Ordinance.

The items in the Ordinance were discussed and changes recommended by Delapoer and agreed to by the Commission, will be included in the new 'draft' Ordinance that will be discussed at the April 16, 2015, AAC meeting.

OTHER ITEMS

Bailey discussed the Master Plan. The Federal Aviation Administration (FAA) needs to approve the draft Airport Master Plan Update and because there is a new FAA staff person on our account, it is taking a longer than usual time.

There was discussion of the fence boundary issue. Shepard said that he would look at the time and cost to create a legal parcel for the airport and bring that information back for the AAC to vote whether to allocate the money be spent from the airport budget. The AAC will also have a chance to review the Master Plan Update (when it is completed) and provide a recommendation to Council through their vote.

Hann commented on the birds on the runaway that create an unsafe condition, but the birds are fed at the park nearby and there is nothing anyone could do.

Sluiter suggested creation of a to-do list of items for the airport and have an estimated date of completion for

safety and efficiency.

There was discussion of extraneous items at the airport (RV's, boats, and trucks) and that they be removed. Miltenberger suggested building a storage area that could become income for the airport. Staff said it involved too much responsibility. Staff will also check the City Municipal Code for storage between or in hangars.

Miltenberger also questioned the appropriateness of the mower blades. Staff will check.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, April 16, 2015, at 3:30 p.m. The meeting will be held at Albany City Hall in the Santiam Room.

ADJOURNMENT

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

Respectfully submitted:

Irene Mann
Public Works Executive Assistant