*Approved: August 20, 2015*

**CITY OF ALBANY**
**AIRPORT ADVISORY COMMISSION**
**Santiam Room-Albany City Hall**
**Thursday, July 16, 2015**
**3:30 p.m. – 5:00 p.m.**

**MINUTES**

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| Commission Members Present: | John Harshberger, Judge Roark, Heath Kasper, John Pascone, Richard Kay |
| Commission Members Absent: | Chuck Kratch (excused), Jay Sluiter (excused) |
| Staff Present: | Chris Bailey, Interim Public Works Director/Operations; Jon Goldman, Utility Superintendent-Transportation; Irene Mann, PW Executive Assistant |
| Others Present: | Dan Miltenberger, Tony Hann |

## CALL TO ORDER

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

## APPROVAL OF MINUTES

Harshberger motioned to approve the minutes of the June 18, 2015, meeting. Pascone seconded the motion and it was unanimously approved, 5:0.

## REVIEW OF PROJECT LIST

Items on the Project List were discussed and the list will be updated at the next meeting.

- Goldman said he would e-mail the Commissioners minimum standards for an airport. That document sets requirements for anyone operating on airport property. While it is not required, it is helpful.
- Kay reported that someone stole 15 gallons of fuel from his plane. Someone else had 30 gallons stolen from a truck. Goldman will ask the Albany Police Department to do some extra patrols at the airport. Goldman said he would send out an e-mail alerting the pilots to the break-ins.
- Hann asked for additions/better outdoor lighting. Goldman will also check the lighting around Happy Miles hangar.

## COMMISSIONER COMMENTS

Kasper said the chevron's at the end of the runway needed to be repainted and the striping needs to be repainted. He asked the mowing be performed prior to the Northwest Art and Air Festival (NWAAF) in August.

## COMMENTS FROM THE PUBLIC

NWAAF Airport Activities: Hann said there would be two food trucks at the Airport, two sky divers, geo-caching, and a helicopter. Miltenberger added there would be Young Eagle flights (ages 8-17). Thursday is media day and the hot air balloons will be flying Thursday-Sunday (weather permitting).

Miltenberger mentioned various locations of weeds that needed to be cut. He also said the new port-a-potty was delivered to the wrong location and asked it be removed from the vicinity of his hangar ASAP. He said that two of the gate locks were not working. He felt the sign repair costs were too high and would submit a proposal for the work.

Hann asked when the FBO building would be painted. Hann said he is emptying the trash cans but requested someone from the City perform that task. He also mentioned some weeds that needed to be sprayed.

**NEXT MEETING DATE**

The next meeting is scheduled for Thursday, August 20, 2015, at 3:30 p.m. The meeting will be held at Albany City Hall in the Santiam Room. Goldman will be out of the office the entire month of August. A meeting is planned and Chris Bailey will staff the meeting.

**ADJOURNMENT**

The meeting was adjourned at 5:08 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant