Approved: June 16, 2016

**CITY OF ALBANY**
**AIRPORT ADVISORY COMMISSION**
**Santiam Room-Albany City Hall**
**Thursday, May 19, 2016**
**3:30 p.m. – 5:00 p.m.**

**MINUTES**

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| Commission Members Present: | Judge Roark, Heath Kasper, John Pascone, Richard Kay, Mike Newman, Sam Flande |
| Commission Members Absent: | Chuck Kratch (excused) |
| Staff Present: | Chris Bailey, Public Works Director of Operations, Jon Goldman Transportation Superintendent, Irene Mann, Public Works 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

There were no minutes to approve.

## INTRODUCTION OF NEW AIRPORT ADVISORY COMMISSION MEMBER

New Member Sam Flande introduced himself and the members of the Airport Advisory Commission (AAC) also introduced themselves.

## UPDATE ON PROJECTS LIST

Goldman discussed the items on the Project list for the May 19, 2016, meeting. Bailey will meet with the hotels and report back to the AAC on her progress with the transfer of the hotel lease. Goldman said he had a meeting scheduled in late May with a City Planner to discuss the riparian permit. Bailey discussed the Airport sign code issues and explained that she would meet with the Planning Department staff in June to discuss the changes needed for the Albany Development Code for the Airport. Goldman said he that he ordered a new windsock. It was also decided to order a new plaque that will hang in the Fixed Base Operator (FBO) office and the City will pay for it. Commissioner Kasper said he would contact Sid Stevens's jewelers and order the plaque.

## UPDATE ON MINIMUM STANDARDS

Commissioner Roark said he would work with the City Finance Department to get an insurance broker to attend an AAC meeting. Commissioner Kasper provided some background for Commissioner Flande.

## UPDATE ON NORTHWEST ART & AIR FESTIVAL EVENTS (NWAAF)

Hann gave a summary of Airport NWAAF events.

- Young Eagles program-giving youth ages 8-17 their first free ride in an airplane.
- REACH Helicopter display.
- Bi-Plane Rides. For a nominal fee.
- Discovery Flights. Infinite Air Center will offer special Discovery Flights for $49 per person!
- Food
- Albany Plastic Model Club. Displays ranging from military to civilian models.
- Derby car racing.
- Drone races?
- Eugene skydivers.

Hann is looking for a sponsor so he can purchase tents.

**UPDATE OF NATIONAL GUARD AGREEMENT**

Bailey said she gave the National Guard the signed letter of agreement and is waiting for the National Guard to respond.

**OTHER ITEMS**

There was a discussion on Jet A fuel and whether it should be sold at the Airport. Goldman will look into it. The AAC members were all in favor of it. Hann will investigate and bring some potential numbers to the June AAC meeting.

Bailey provided some background on the Transient Lodging Tax (TLT) Committee. All TLT recipients have been invited to give a presentation to the Committee. Bailey will be attending the June 22, 2016, meeting. The Commissioners all asked to be added to the email list to receive information about the meetings. Ultimately, the TLT Committee will make a recommendation to the Albany City Council on how to use their funds. There was a discussion on what the excess funds should be used for.

Goldman will bring the proposed Airport budget to the June 16, 2016, meeting.

**COMMISSIONER COMM ENTS**

The keypad to the gate does not work when the electricity goes out and some tie-down chains need to be replaced.

**COMMENTS FROM THE PUBLIC**

Hann made some inquiry calls to other airports about the 'heads-up' or 'grudge' races. He said it would take about a year to organize an event in Albany.

Miltenberger discussed the leasing of space on the Airport sign.

Hann said when the power goes out the gate keypad does not work. Kasper asked Goldman to investigate.

**NEXT MEETING DATE**

The next meeting is scheduled for Thursday, May 19, 2016, 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 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant