



NOTICE OF PUBLIC MEETING

CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
FBO Room - Albany Municipal Airport
Aviation Way SE, Albany, OR 97322
Thursday, August 18, 2016
3:30 p.m. – 5:00 p.m.

AGENDA

1. CALL TO ORDER
2. APPROVAL OF MINUTES
 - July 21, 2016
3. UPDATE ON PROJECTS LIST
4. COMMISSIONER COMMENTS
5. COMMENTS FROM THE PUBLIC
6. NEXT MEETING DATE
 - September 15, 2016 (City Hall)
7. ADJOURNMENT

Chair Kasper

The location of the meeting/hearing is accessible to the disabled. If you need special accommodations to attend or participate, please notify the Human Resources Department in advance by calling 541-917-7500.

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**CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Santiam Room-Albany City Hall
Thursday, July 21, 2016
3:30 p.m. – 5:00 p.m.**

MINUTES

Commission Members Present: Heath Kasper, Richard Kay, Chuck Kratch (arrived at 3:58 p.m.), Mike Newman, John Pascone, John Harshberger

Commission Members Absent: Sam Flande (excused)

Staff Present: Chris Bailey, Public Works Director of Operations; Rachel Kutschera, Administrative Assistant I

Others Present: Dan Miltenberger, Tony Hann, and two others

CALL TO ORDER

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

APPROVAL OF MINUTES

Kay moved to approve the June 16, 2016 minutes as stated. Newman seconded. A vote was taken and the motion passed 5-0.

UPDATE ON PROJECTS LIST

See agenda packet for full list.

Bird remediation. A wildlife plan is needed by 2020. Bailey said a consultant would be hired in 2019 to create the plan, but very little detail is known at this time. Discussion followed.

Master Plan update. The Plan is almost ready to go to Council.

Partition. Will go to Council at the same time as the Master Plan.

Hotel Sign. Kasper got an email from the sign company with details; Bailey needs to call and discuss the project.

Riparian permit (see map in agenda packet). The group discussed current wetland on the property. Pascone volunteered to help get information from the DSL (Department of State Lands) as to if the wetlands have been delineated and if they are considered significant wetlands or not.

Snow roof. Bailey said this project is on the list to be finished this year.

CIP. The City is lined up to get an FAA grant for the taxiway connectors and apron rehabilitation. A Request for Qualifications is going to Council July 27. Design would be done in fiscal year 2016/2017, and construction in fiscal year 2017/2018. Kasper asked about the obstruction survey. Bailey said it would require discretionary funds and it's unlikely there would be enough funds to do that and the GPS Approach project in the same year. Precision Approach is the consulting firm awarded the FAA grant. Kasper asked if the plans were available for viewing; Bailey said perhaps they would be ready for the August meeting.

Property donation plaque. Kasper said the sign is being made now.

National Guard. Wetlands issue will impact their work; Jon is communicating with them on the issue.

COMMISSIONER COMMENTS

Kasper asked Hann for an update on the NW Art and Air Festival. Hann said sponsor donation money will be used to purchase canopies and guarantee certain equipment every year. At least two 20x10 canopies are being provided this year. Bailey said she would ask Goldman to purchase one of the canopies. Other equipment will be provided as well in future years. The Expo center will be open to pilots flying in. A group of ultralight pilots would like to camp at the Airport for the Festival this year, approximately 15-20 people. The Commission granted permission for them the use the grounds.

Kasper said TLT (Transient Lodging Tax) funds are still being discussed and he will keep the Commission updated. It is likely the Airport will have a set amount with a percentage of increase every year. Discussion followed.

The Commission asked for a staff update on minimum standards. Bailey said she would ask Jon Goldman to bring them back at the next meeting.

Newman said drag races are happening in Woodburn and has some big sponsors. Kasper is concerned that it would damage the asphalt. Bailey said it doesn't, but is expecting an answer from the FAA by the next meeting as to whether the Airport could host such an event. Previous requests were denied because the runway would be closed, but Kay said the runway wouldn't be closed and planes could still land and take off.

The Commission asked about the status of purchasing the Jet-A Fuel Truck. Bailey said a special contract for the purchase is needed from the City Attorney. Hann said a quote for fixing it came in at \$11,000, and he offered to purchase it for \$25,000, for a total of \$36,000. He spoke with the City's Fire Department and the Oregon Fire Marshall and they said all the Codes should be met already and they don't see any issues, but he's waiting on a final answer. Kratch asked about containment; Bailey said she's working on options. Newman said a new, reconditioned trailer is available in Newberg. It has a 2600 gallon tank. Discussion followed.

Hann said the biplane is still in the area and taking customers, but there is an issue with public finding the Airport and knowing where to go. Signs have been changed to make it easier.

COMMENTS FROM THE PUBLIC

Hann said the rotating beacon comes on at night but not always during marginal weather. Bailey said she would have maintenance go out and look at the sensor.

Hann asked about status putting the A-4 on display. Bailey said it is going on a concrete pad near Knox Butte Road. A plaque is planned as well. Kay is concerned about vandalism and people climbing on it. Discussion followed, including possible locations for other historic planes behind the fence. Bailey said she could get a quote for fencing.

Hann asked if there is a generator available to be at the Airport in case of power outage or other emergency. Bailey said the City would decide where generators would be used in those cases and they are not dedicated to specific uses. Discussion followed.

Hann asked how to update the Airport Facilities Directory maintained by the FAA, since some locations are no longer in service. Bailey said they would look into it. He also just updated the fuel price with one company that had it wrong.

Kasper asked the visitor in the audience for suggestions on making Albany better. He introduced himself as

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Rob Brunner, and said that Albany seems open and friendly, and he is interested in building a hangar.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, August 18, 2016, at 3:30 p.m. in the FBO Room at the Airport.

ADJOURNMENT

The meeting was adjourned at 4:35 p.m.

Respectfully Submitted:

Rachel Kutschera
Administrative Assistant I

ALBANY MUNICIPAL AIRPORT PROJECT LIST

DATE 08/18/2016

I T E M	PROJECT	STATUS	PROJECTED COMPLETION	COMPLETED
1	Bird remediation		?	
2	Taxiway lights	Ordered	Sep-16	
3	Master Plan Update	Completed		Aug-16
4	Property line adjustment/partition	CC memo for authorization. Will take with MPU	Sep-16	
5	Aviation Way at Knox Butte	Engineering design	Summer-16	
6	Hotel Sign	Heath/Chris	?	
7	Riparian Permit	Can skip permit when MPU is authorized by council	Fall - 16	
8	T-Hangar roof	Snow roof	Summer-16	
9	CIP for 15/16	AGIS and connector design	Fall - 16	
10	Property donation plaque	Sid remaking	?	
11	South mangate	Culvert and rock	Summer-16	
12	JetA			
13	A-4 Placement			
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