



Airport Advisory Commission

AGENDA

Thursday, March 17, 2022, 3:30 p.m.

This meeting includes in-person and virtual participation.

Santiam Room, City Hall
333 Broadalbin Street SW
or join the meeting here:

<https://council.cityofalbany.net/groups/air/zoom>

Microphones will be muted and webcams will be turned off for presenters and members of the public unless called upon to speak. If a participant disrupts the meeting, the participant's microphone and webcam will be turned off. If disruption continues, the participant will be removed from the meeting.

1. Roll call
2. Business from the public:
3. Approval of February 17, 2022, minutes.
4. Staff updates
 - a. Project list – Transportation Manager Robb Romeo
5. FBO update – Tony Hann
6. Business from the commissioners
7. Business from the public:
8. Next meeting date: Thursday, April 21, 2022
9. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: robb.romeo@cityofalbany.net or 541-917-7605.

Testimony provided at the meeting is part of the public record, capturing both in-person and virtual participation, and are posted on the City website.

cityofalbany.net/council





AIRPORT ADVISORY COMMISSION

MINUTES

Thursday, February 17, 2022

3:30 p.m.

Virtual

Approved: DRAFT

Call to Order

Chair Mark Patzlik called the meeting to order at 3:34 p.m.

Roll Call/Introduction of New Member

Members present: Garry Barnes, Gar Burroughs, Tom Elliott, Wes Jones, Richard Kay, Chuck Kratch, and Mark Patzlik

Members absent: None

Staff present: Transportation Manager Robb Romeo, Operations Manager Kristin Preston, and PW Contracting Coordinator Paul Jacobson.

Others present: Luke Doughton, Tom Gruver, Tony Hann, and Heath Kasper

Election of Officers

3:35 p.m.

Chuck Kratch nominated Mark Patzlik for chair. He was elected with a unanimous vote. Patzlik nominated Chuck Kratch for vice chair. He was elected with a unanimous Vote.

Approval of November 18, 2021, Minutes

3:37 p.m.

Kratch made a motion to approve the minutes as presented. Richard Kay seconded the motion. The motion to adopt the minutes as presented passed 7-0.

Project List Update

3:37p.m.

Transportation Manager Robb Romeo reported the following:

- The AWOS project is at a standstill. We are waiting for FAA and FCC approval. Hopefully it will be up and going by the end of the month.
- Oregon Aviation Historical Society will not pursue taking the A4s at this time.
- The sagging beam in the FBO building is schedule to be replaced the first week in March.
- He will be getting estimates for the FBO roof repairs.

Response to questions from the commission:

- The federal government owns the A4s, they could be moved off the tarmac.
- The Skymaster is still paying tie-down fees. He will be looking into classifying the Skymaster and the Citation as derelict aircraft.
- Romeo will send Elliott information on the A4s and how we might get rid of them.
- The leak in the historic hangar was fixed.
- Romeo will have crews come in at night this summer to paint the stripes on the taxiway.
- We do not know yet how we can use the infrastructure bill grant money (~\$97,000) or when we will receive it.
- Garry Barnes discussed a proposal for a flag pole(s) at the airport.
 - He based his proposal on a 10' x 10' pad. It would cost about \$2,500 for a pole with internal rope. Lighting will be between \$2,000 and \$6,000. He has questions about where to tie in to electrical.
 - Gerding Builders will provide labor and materials for the pad and install the pole for no cost.

- o He discussed memorial plaques for the military branches and said bricks could be sold to raise money.
- o Patrzik asked for and received questions and comments from commission members about the proposal so far. Patrzik and Kratch will reach out to Sean Kidd to see how some of the issues discussed can be addressed.
- o Consensus of the group was that it is worth continuing down this path.

FBO Updates

4:10 p.m.

Tony Hann reported he is concentrating on NW Art and Air Festival right now. They are looking for a new sponsor for Young Eagles.

The Jet A truck has been out of service for a couple months; it is back on-line now.

Flight training is going well. There are several students in the pipeline to start in April and May.

Someone told him there is a go cart on the taxiway/runway at night.

The hangar heating system has been an issue. He had it serviced and will see if that helps.

Business from the Commission

4:16 p.m.

Kratch talked about rent adjustments and asked for a report next month of what rents will be. Patrzik said they were just raised and future raises will be annually based on the CPI.

Barnes said he is interested in a complete and comprehensive safety manual for the airport. Kay said they just rewrote it about two years ago. Hann said it was the minimum standards, not a comprehensive safety manual.

Comments from the Public

4:24 p.m.

None.

Next Meeting Date

The next regularly scheduled meeting is on March 17, 2022.

Adjournment

4:26 p.m.

Patrzik made a motion to adjourn the meeting and Kratch seconded the motion. The motion passed 7-0.

Hearing no further business, Patrzik adjourned the meeting at 4:26 p.m.

Respectfully submitted,

Reviewed by,

Paul Jacobson
Public Works Contracting Coordinator

Robb Romeo
Transportation Manager

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cityclerk@cityofalbany.net.*

ALBANY MUNICIPAL AIRPORT PROJECT LIST

DATE 03/17/2022

| I T E M | PROJECT | STATUS | PROJECTED COMPLETION | COMPLETED |
|------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------|
| 1 | AWOS | In progress, waiting on FCC License - Trent Sanders said we are pending, which is good. Unfortunately there has been a long wait for the FCC | Winter - 22 | |
| | Misc. Notes | | | |
| 2 | A4s | Going to move in the Fall | | |
| 3 | FBO Building | Beam repair completed, moving on to roof repair | | |
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