



Airport Advisory Commission

# AGENDA

**Thursday, June 26, 2025, 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.albanyoregon.gov/groups/air/zoom>

Phone In: 1-253-215-8782 (long distance charges may apply)

Meeting ID: 815-8039-5498 Passcode: 611085

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to Order
2. Roll call
3. Approval of April 17, 2025, minutes
4. Staff updates
5. FBO update
6. Business from the commissioners
7. Public Comment
8. Next meeting date: Thursday, August 21, 2025
9. Adjournment

Robb Romeo

Tony Hann

*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@albanyoregon.gov](mailto:robb.romeo@albanyoregon.gov) 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.*

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## AIRPORT ADVISORY COMMISSION

### MINUTES

April 17, 2025

3:30 p.m.

Santiam Room, City Hall/VIRTUAL

Approved: DRAFT

#### Call to Order

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

#### Roll Call

Members present: Chair Mel Huffman, Debbie Origer, Chuck Kratch, Rodney Moore, and JR Beroncal (Online)

Members absent: Theophilus Warren

Staff present: Transportation Manager Robb Romeo, City Attorney Sean Kidd, Risk Manager Luke Chicquaye, and Clerk III Anita Dodd

Others present: Janell Huffman, Tony Hann (Online)

#### Approval of February 20, 2025, Minutes

**3:30 p.m.**

Chuck Kratch made a motion to approve the minutes as presented. Rodney Moore seconded the motion, and the motion passed the commission 5-0.

#### Staff Updates

**3:31 p.m.**

Transportation Manager Robb Romeo gave updates on the Albany Municipal Airport, including grants, heaters, runway lights, and yardwork, inviting commissioners to volunteer.

City Attorney Sean Kidd attended the meeting to talk to the commissioners about current hangar airport leases and how to legally revise the leases and raise the rates as they expire or transfer to new lessees.

Risk Manager Luke Chicquaye attended the meeting to introduce himself and make himself available to the commissioners if they have any questions within the scope of his job position.

#### FBO Updates

**4:26 p.m.**

Tony Hann let the commission know they have been spring cleaning at the Albany Municipal Airport and have several things in need of repair, including the south vehicle gates, the fuel pumps, and the publicly accessible camera system.

Business from the Commission

**4:33 p.m.**

Moore has been thinking about ideas to save money and proposed they find volunteers to help with gardening duties at the airport instead of paying a gardening crew.

Debbie Origer's goal is to make the airport viable and self-sustaining, so she requested that the commissioners watch a video on YouTube Called "Presentation to Albany Oregon Airport Board" presented by Dr. Mike Jones: <https://www.youtube.com/watch?v=g4fRNwNUgwk>

Chair Mel Huffman expressed his interest in having a full board of commissioners with a vested interest in the airport and recruiting support from local business owners to guide in how to make the airport profitable and more valuable to the community.

Public Comment

**4:50 p.m.**

None.

Next Meeting Date

The next regularly scheduled meeting is on Thursday, June 26, 2025.

Adjournment

Hearing no further business, Chair Huffman adjourned the meeting at 4:51 p.m.

Respectfully submitted,

Reviewed by,

Anita Dodd  
Clerk III

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@albanyoregon.gov](mailto:cityclerk@albanyoregon.gov)*

# ALBANY MUNICIPAL AIRPORT PROJECT LIST

DATE 06/26/2025

I T E M	PROJECT	STATUS	PROJECTED COMPLETION	COMPLETED
	Interceptor Sewer FBO Mowing	In progress, South gate road shutdown Adding Heaters On our second round		
	<b>Misc. Notes</b>			
	<b>CIP Projects</b>			
	Calendar Year 2025	Carry Over		
	*Calendar Year 2026	T-Hangar(s) Rehabilitation		
	Calendar Year 2026	R/W 16-34 Crack Seal, Fog Seal, and Pavement Marking (Design/Construction/SDC)		
	Calendar Year 2026	NE Apron / SW Taxilanes Rehabilitation		
	Calendar Year 2027	Aircraft Fueling Apron and Helicopter Parking Position (Predesign and Environmental)		
	Red indicates BIL Money			

\* Pushed back to FY 2026