



Airport Advisory Commission

AGENDA

Thursday, December 18, 2025, 3:30 p.m.

This meeting includes in-person and virtual participation.

Willamette 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 October 16, 2025, Minutes
4. Staff Updates
5. FBO Update
6. Business from the Commissioners
7. ECONorthwest Presentation
8. AAC Member Questions
9. Public Comment / Questions (*from Sign-in sheet*)
10. Next Meeting Date: Thursday, January 15, 2026
11. 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 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.

albanyoregon.gov/council





AIRPORT ADVISORY COMMISSION

MINUTES

October 16, 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, Chuck Kratch, Matthew Arck, and JR Beroncal

Members absent: Debbie Origer (Excused), Rodney Moore, and Cassi Mayhew

Staff present: Transportation Manager Robb Romeo and Engineering Clerk III Anita Dodd

Others present: Tony Hann and Dan Miltenberger

Approval of August 21, 2025, Minutes

3:30 p.m.

Chuck Kratch moved to approve the August minutes as presented, Matthew Arck seconded the motion, and the motion passed the commission 4-0.

2026 Airport Advisory Commission Meeting Schedule

3:31 p.m.

The 2026 meetings will be held every other month at 3:30 p.m., beginning January 15, 2026, unless a special meeting is called to address urgent business.

Staff Updates

3:32 p.m.

Transportation Manager Robb Romeo provided updates on several ongoing airport projects, including the replacement of the fuel card reader, Bipartisan Infrastructure Law (BIL) funded hangar re-roofing, follow-up on the Precision Approach Path Indicator (PAPI) and runway lighting inspection. He also discussed the CORE Grant application, summer maintenance activities, and an upcoming sewer infrastructure project that will involve boring under the runway.

FBO Updates

3:38 p.m.

Tony Hann reported on the hangar heater installation, a possible water leak, fuel terminal installer search, new security cameras, winter aircraft relocation, Salem airport's overnight parking fee, gate/fence issues, and future service expansion by the in-house mechanic.

Business from the Commission

3:50 p.m.

JR Beroncal inquired about an airport revenue report, citing concerns about sustainability and potential closure. Romeo responded that a fiscal and economic development study is in progress, with a final report expected by year-end and no later than March 2026. Huffman emphasized the need to operate the airport like a business and shared ideas for economic development.

Matthew Arck exchanged emails with Matt Harrington regarding the airport's social media presence and scheduled an in-person meeting to discuss steps toward creating accounts on platforms such as Facebook

and Instagram and clarify legal and regulatory requirements for public facing content with the goal to begin developing a social media presence to promote the airport. He also plans to speak with Steven Hodges, who runs flyalbanyoregon.com as a private citizen, to learn more about his plans and explore potential collaboration.

Huffman renewed interest in gaining an additional 500 feet of usable runway, discussing funding, FAA restrictions, and potential economic benefits. The commission contributed additional ideas to improve the airport, including student support, a café or food truck, business development incentives, and infrastructure improvements.

Public Comment

4:18 p.m.

Dan Miltenberger noted graffiti on a jet and under the small doors, suggesting it be painted over to improve the airport's appearance. He also emphasized the importance of including all airport users, such as pilots and tenants, in the upcoming Economic Development Survey, as past efforts were viewed as incomplete. He also shared a brief history of the south runway extension, explaining how volunteer efforts and timely coordination during scheduled work allowed the city to asphalt a prepared area for just \$14,000, avoiding extra mobilization costs. He recommended using similar strategies in future projects to reduce expenses.

Kratch proposed adding a date to the new Albany Municipal Airport sign, and the group agreed to include "Established 1929" to reflect its municipal designation, even though the airfield originally opened for private use in 1920.

Next Meeting Date

The next regularly scheduled meeting is on Thursday, December 18, 2025.

Adjournment

Hearing no further business, Chair Mel Huffman adjourned the meeting at 4:27 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.*

ALBANY MUNICIPAL AIRPORT PROJECT LIST

DATE 12/18/2025

I T E M	PROJECT	STATUS	PROJECTED COMPLETION	COMPLETED
	Interceptor Sewer	Phase I completed		
	FBO	Wrapping up BIL Project		
	PAPI Project	Wrapping up PAPI project		
	Mowing	Done for the year		
	Misc. Notes			
	CIP Projects			
	Calendar Year 2026	R/W 16-34 Crack Seal, Fog Seal, and Pavement Marking (Design/Construction/SDC)		
	Calendar Year 2027	NE Apron / SW Taxilanes Rehabilitation/Reil Lighting Upgrade		
	Calendar Year 2028	Aircraft Fueling Apron and Helicopter Parking Position (Predesign and Environmental)		