



ALBANY COUNTY AIRPORT AUTHORITY  
ALBANY INTERNATIONAL AIRPORT  
ADMINISTRATION BUILDING  
SUITE 200  
ALBANY, NEW YORK 12211-1057

TEL: 518-242-2222  
ADMIN FAX: 518-242-2641  
FINANCE FAX: 518-242-2640  
SITE: [www.albanyairport.com](http://www.albanyairport.com)

**ALBANY COUNTY AIRPORT AUTHORITY  
OPERATIONS COMMITTEE**

**AGENDA**

**October 5, 2020**

**1. Approval of Minutes**

**Operations Committee – March 13, 2017**

**2. Master Plan Process**

**3. Update on Ongoing Projects**

**AGENDA ITEM NO. 1**

**Minutes - Operations Committee  
March 13, 2017**



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## Minutes of the Operations Committee Meeting

### of the Albany County Airport Authority

March 13, 2017

Pursuant to notice duly given and posted, the Operations Committee meeting of the Albany County Airport Authority was called to order on Monday, March 13, 2017 at 10:55 am in the Third Floor Conference Room located in the Terminal at the Albany International Airport, Albany, New York by the Operations Committee Chair, Patricia M. Reilly, with the following present:

#### MEMBERS PRESENT

Patricia M. Reilly (Chair, Committee)  
Steven H. Heider (Committee Member)  
Rev. Kenneth J. Doyle, (Ex Officio)  
Lyon M. Greenberg, M.D (Board Member)  
Dorsey M. Whitehead (Board Member)

#### MEMBERS ABSENT

Paula Wilkerson (Committee Member)

#### STAFF

John A. O'Donnell	Doug Myers
Bill O'Reilly	Peter Stuto
Liz Charland	
Margaret Herrmann	

#### ATTENDEES

Fred Acunto, Airport Manager, AvPorts  
John DelBalso, Assistant Airport Manager, AvPorts  
Kevin McCoy, Managing Partner, Marvin & Co.  
Christopher J. Healy, CPA, Marvin & Co.

1. Fr. Doyle moved to approve the minutes of the June 26, 2014 Operations Committee Meeting. The motion was adopted unanimously.
2. **Airport and Airline Branding**

Mr. Acunto reviewed the importance of Airport and Airline Branding and some of the changes we have seen in the terminal in the airline ticket counters and gate areas with airlines using the own branding and mill work.

There being no further business, the meeting was adjourned at 11:00 a.m.



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**ALBANY COUNTY AIRPORT AUTHORITY**

**OPERATIONS COMMITTEE**

**AGENDA**

**March 13, 2017**

- 1. Approval of Minutes**  
**Operations Committee – June 26, 2014**
- 2. Review of Airport and Airline Branding**



**AGENDA ITEM NO. 2**

**Review of the Master Plan Process**

RE

AGENDA ITEM NO: 2  
OPERATIONS COMMITTEE  
MEETING DATE: October 5, 2020

ALBANY COUNTY AIRPORT AUTHORITY  
INFORMATIONAL

**DEPARTMENT:**        *Planning & Engineering*

Contact Person:    *Stephen Iachetta, Airport Planner*

**PURPOSE OF REQUEST:**

*Review of the Master Plan process.*

**BACKUP MATERIALS:**

*As a Master Plan project update, the FAA has confirmed 100% Delphi funding of the \$749,964 authorized as AIP Grant #3-36-0001-141-2020 and formally concurred with the final CHA Contract S-1042 as authorized by the Board for advancement of progress payment reimbursements. The CHA-Airport team has commenced Task 1 Project Administration, Task 2 Airport Data Collection and Inventory and Task 10-Community Outreach with a staff kick-off meeting anticipated in early October. No invoices have been submitted to date.*

*Data collection inventory research in progress includes but is not limited to, Terminal Air Cargo Facilities; GA and FBO Facilities; Aircraft Refueling, Deicing, and ARFF Facilities and Airfield Maintenance Facilities. Inventory of Operations, Airspace and Air Traffic Control Procedures including trend analysis for all categories of flight operations are being conducted. Interviews with Authority Management, Operations personnel and key tenant stakeholders including Federal, State and local officers are also in progress.*

*The collection of Airport Socio-Economic data is in progress with building and parking inventories and passenger ground access and rental car and TNC usage data. The Existing Conditions Drawing for the Airport Layout Plan has commenced and should be ready for review in the next month. Forecasting and development concept planning will follow in coming months and through 2021 with stakeholder and public input.*

# Albany International Airport Master Plan

## Contract s-1042 with CHA Consulting Team

Tasks		CHA	JD	Gensler	Total	Percent
Task 1	Project Admin.	\$ 54,002			\$ 54,002	7.3%
Task 2	Airport Inventory	\$ 28,986	\$ 17,233	\$ 8,461	\$ 54,680	7.4%
Task 3	Forecasts	\$ 5,664	\$ 28,236		\$ 33,900	4.6%
Task 4	Facility Requirement	\$ 52,330	\$ 36,135	\$ 74,352	\$ 162,817	22.0%
Task 5	Development Concepts	\$ 94,845	\$ 27,848	\$ 112,817	\$ 235,510	31.9%
Task 6	Property Development	\$ 17,024			\$ 17,024	2.3%
Task 7	Airport Plans	\$ 54,642			\$ 54,642	7.4%
	Financial (removed)					0.0%
Task 9	Documentation	\$ 14,186			\$ 14,186	1.9%
Task 10	Community Outreach	\$ 98,375	\$ 5,214	\$ 8,055	\$ 111,644	15.1%
Subtotal (lump sum)		\$ 420,053	\$ 114,667	\$ 203,686	\$ 738,405	100%
Percent of Total		57%	16%	28%	100%	
Direct Expenses		\$ 4,000	\$ 5,380	\$ 2,180	\$ 11,560	
<b>Total</b>		<b>\$ 424,053</b>	<b>\$ 120,047</b>	<b>\$ 205,866</b>	<b>\$ 749,965</b>	






**Albany International Airport**  
Capital Region Gateway

# Airport Master Plan Update

Regional Advisory Committee  
Meeting #1  
**TBD, 2020**


CHA

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## Agenda

1. Introductions
2. Define Role of Regional Advisory Committee (RAC)
3. Overview of Airport Master Plan Process
4. Background Airport Information
5. Identify Key Study Issues
6. Get Your Input & Ideas
7. Next Steps

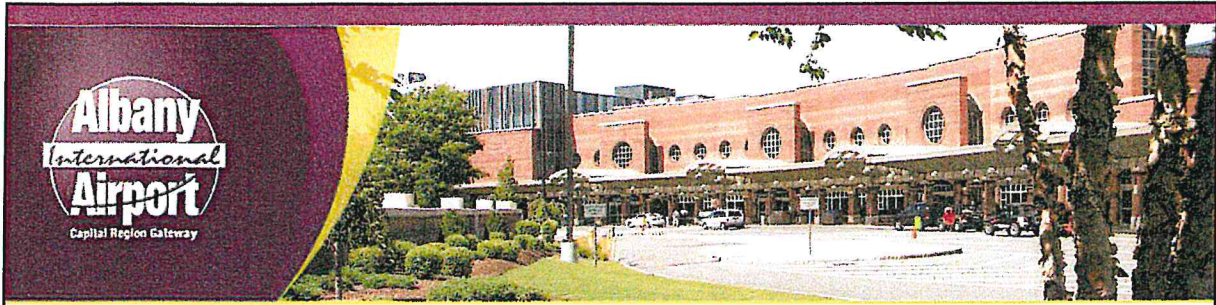


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CHA

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### Introductions:

- Regional Advisory Committee (regional & municipal organizations, elected officials)
- Technical Advisory Committee (airport operators, tenants, aviation agencies)



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## Introductions

- ACAA / Airport Staff
- CHA Consulting Team
- Regional Advisory Committee Members
- Others?

The diagram shows the "Airport Master Plan Regional Advisory Committee" at the center, surrounded by eight member organizations in circular nodes:

- Albany County
- Town of Colonie
- Capital District Regional Planning Commission
- Capital District Transportation Authority
- Capital District Transportation Committee
- Capital Regional Chamber
- Shaker Heritage Society
- NYS Senator and Assembly Reps

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## Regional Advisory Committee

- Albany County
  - Department of Public Works
  - Department of Economic Development, Conservation & Planning
- Town of Colonie
  - Department of Planning & Economic Development
  - Department of Public Works
- Capital District Regional Planning Commission (CDRPC)
- Capital District Transportation Authority (CDTA)
- Capital District Transportation Committees (CDTC)
- Capital Regional Chamber
- Shaker Heritage Society
- NYS Senator and Assembly Representatives
- Municipal Representatives
- Others?

*Insert names of representatives with email address?*




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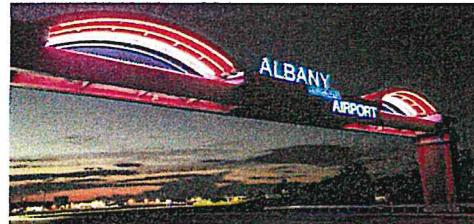
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## Why Are You Here?


- Valued stakeholders and integral to the process
- Provide insight on airport, community and regional issues
- Review and comment on the Master Plan findings
- All working towards the same goal - a safe, efficient and sustainable airport



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## Technical Advisory Committee

- Airport Operations/Management
- FAA & NYSDOT
- Airlines and Air Cargo Operations
- Other Airport Tenants (FBO's, General Aviation pilots, etc.)
- Service Vendors (rental car, parking, concessions)
- Corporate Tenants (Business Aviation)
- Air Traffic Control Tower (ATCT)
- Public Safety (TSA, Sheriff, NYS Police)
- Technology Partners: RPI & GE Research


*Insert names of representatives with email address?*



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## Timeframe for Study Meetings

Meeting Type	Working Paper 1	Working Paper 2	Working Paper 3	Draft Report
Public Meetings	X	X		X
Regional Advisory Committee	X	X	X	X
Technical Advisory Committee	X	X	X	X

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## Overview of Airport Master Plan Process:

- What is An Airport Master Plan?
- Master Plan Components
- Master Plan Process

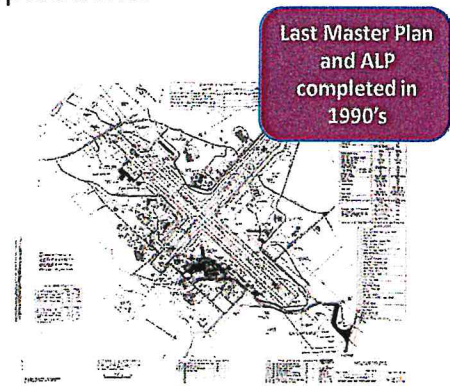


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## What Is An Airport Master Plan?

- Guides the airport's development and operational sustainability
- Two Parts
  - Master Plan Report
  - Airport Layout Plan (ALP) (drawing set)
- Covers 5, 10, and 20-year horizons
- Updated every 10 years
- Follows FAA guidance and standards



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## ALB Master Plan Components

- **Airport Inventory**
  - Collection of existing available information and studies, field review of airport facilities, and meetings and interviews with airport operators. The product is a detailed overview of ALB.
- **Forecasts of Aviation Demand**
  - Projections of expected airport activity (aircraft operations, passenger enplanements, etc.) within the 20-year planning period
- **Demand/Capacity Analysis and Facility Requirements**
  - Identifies the existing and future demands for each airport component and provides the comprehensive determination of airport facility requirements throughout the planning period.

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## ALB Master Plan Components

- **Airport Development Concepts**
  - Identification for development alternatives for each component of the airport: Airfield, Terminal Area, Air Cargo, General Aviation/Corporate Aviation, etc.
- **Land Use Plan & Development Evaluation**
  - Complementary aeronautical and non-aeronautical land use planning for airport and surrounding locations, addressing shortage the airport property and overall development compatibility.
- **Airport Layout Plans (ALP)**
  - Preparation of the formal ALP, the official documentation of potential development projects approved by the FAA

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## Why Do An Airport Master Plan?

- Facilitate modernization and expansion
- Meet foreseeable aviation demand and customer needs
- Ensure that future development is:
  - Planned and logical
  - Feasible and flexible
  - Fiscally responsible
  - Environmentally compatible
  - Regionally supported
- Promote customer convenience and competitive advantage
- Allow for federal funding on eligible projects





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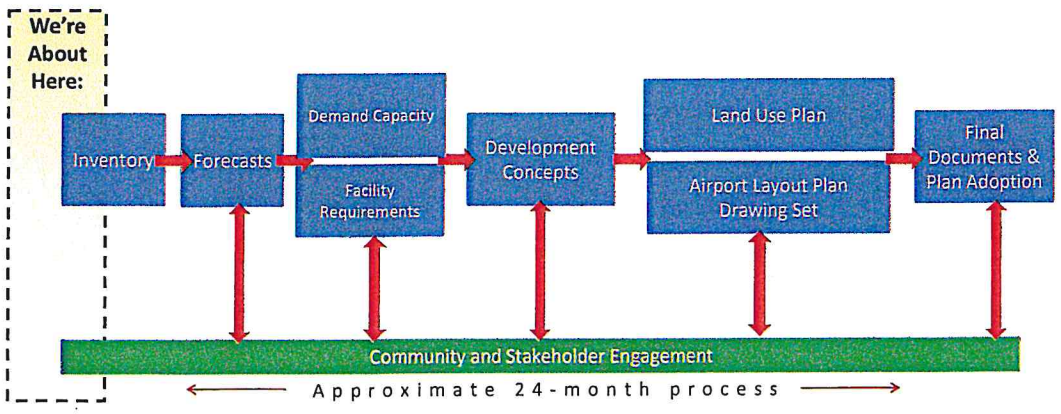
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## Airport Master Planning Process

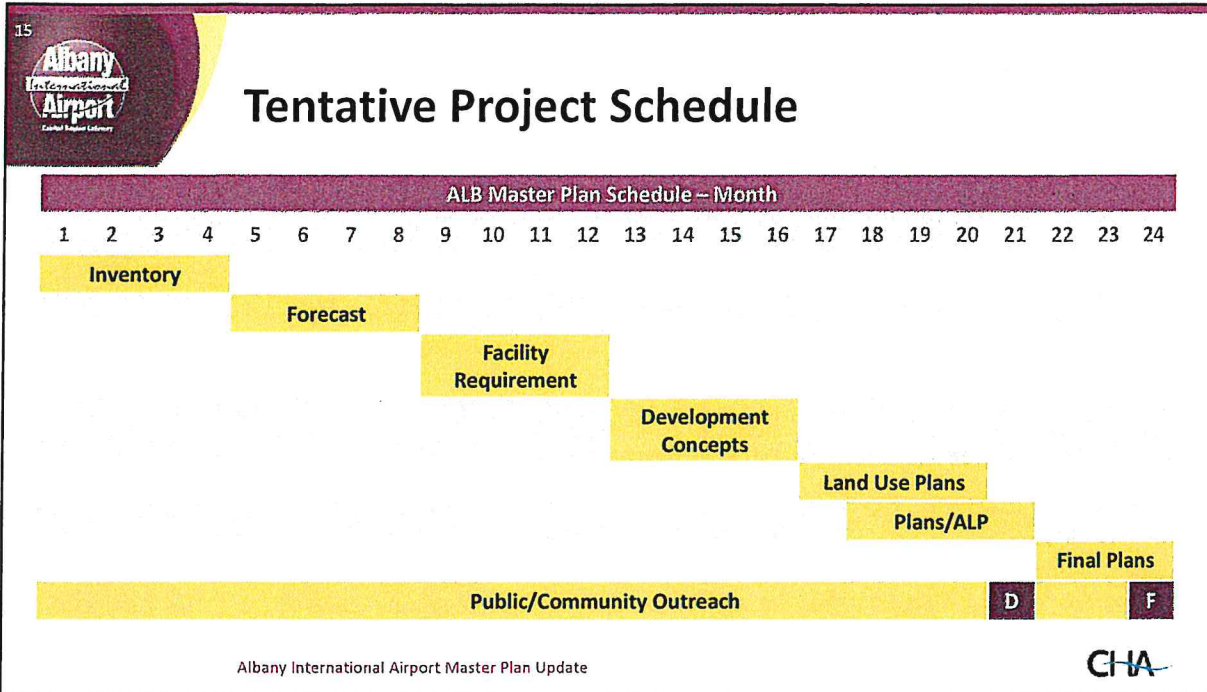
**We're About Here:**



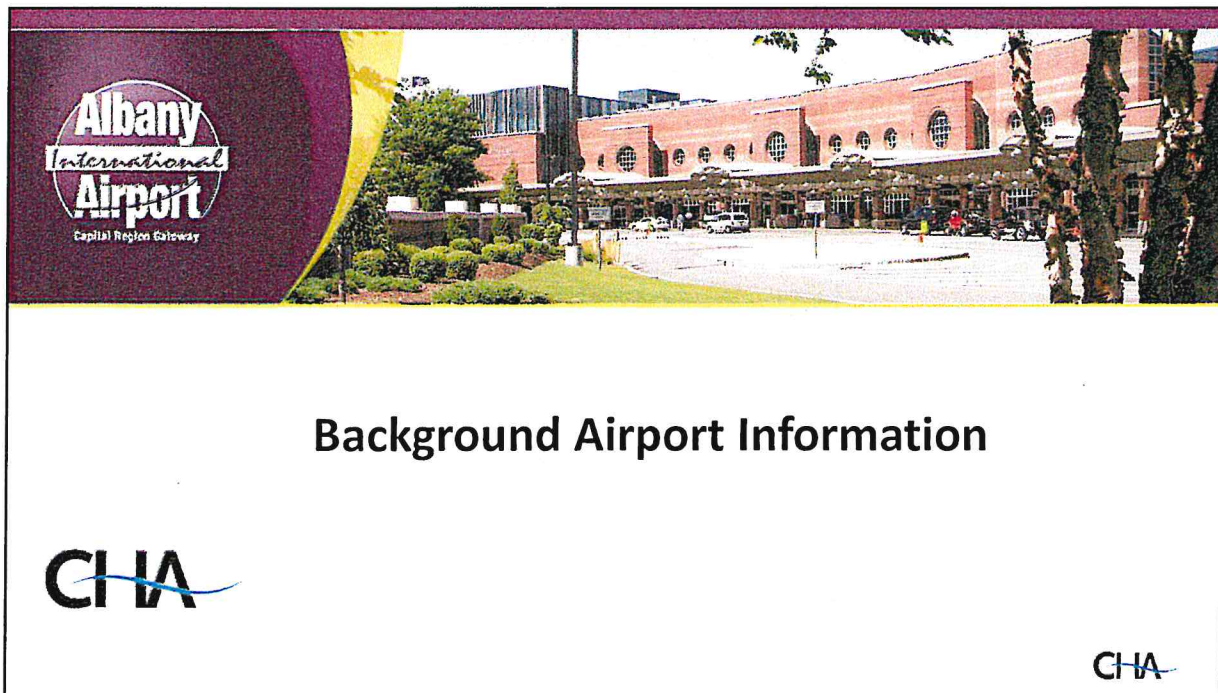
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## Brief History of Airport

- **1908** – First municipal airport in the United States,
- **1928** – Airport opens in current location with three runways
- **1929** – Commercial service starts
- **1957** – New Air Traffic Control Tower constructed
- **1960** – Airport Transferred to Albany County
- **1962** – New passenger terminal constructed
- **1993** – Albany County Airport Authority created
- **1999** – Expansion/Renovation of Terminal Building
- **2003-05** – Both Runways Extended to current length
- **2019** – Airport undergoes \$63.3 Million modernization

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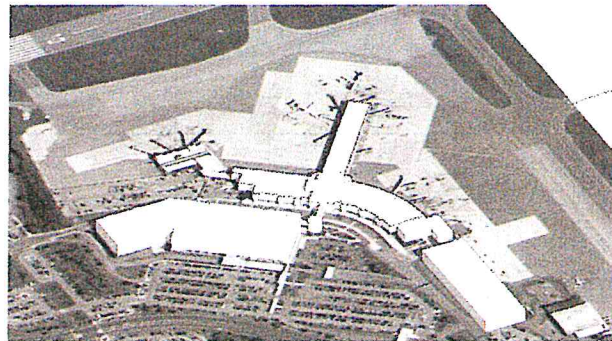
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## Key Airport Features

- 4<sup>th</sup> largest primary airport in New York State
- Currently served by seven airlines
  - non-stop service to 16 domestic destinations
- Covers over 1,000 acres
- Two Active Runways
  - Runway 01-19 (Primary)
  - Runway 10-28
- Cargo Operations
  - Airlines
  - UPS
  - FedEx
  - Mobil Air Transport




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## Hub Airports of New York State


Airport	Hub Type	Enplanements (2018)
John F Kennedy International Airport	Large	30,040,320
LaGuardia Airport	Large	15,053,381
Buffalo Niagara International Airport	Medium	2,487,349
Albany International Airport	Small	1,423,202
Greater Rochester International Airport	Small	1,270,965
Syracuse Hancock International Airport	Small	1,108,279
Long Island MacArthur Airport	Small	849,167
Westchester County Airport	Small	775,893

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## Key Airfield Features - Airfield


- *Under development*

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## Key Landside Features - Landside

- *Under development*



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## Key Airport Issues



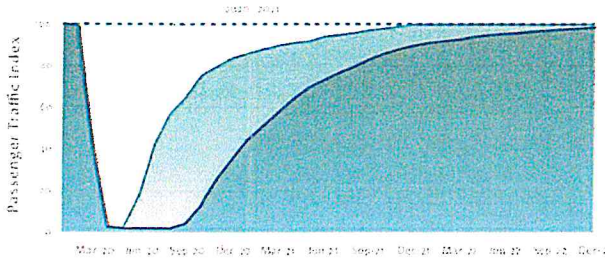
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## COVID-19 Impacts & Forecasts

- Many organizations are evaluating the COVID-19 impacts on passenger activity and airline/airport health (i.e., ACC, AAAE, Moody's, Fitch, Industry)




Source: ACC




ALB: April 24, 2020

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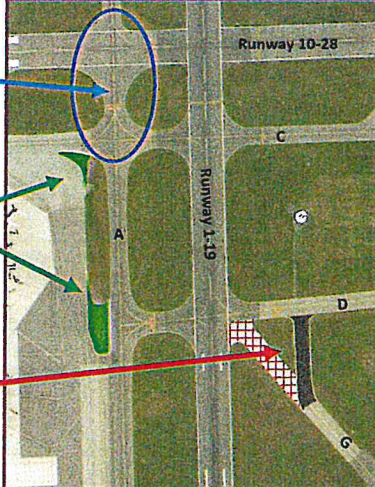
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## Airfield & FAA Design Standards



Existing

- Hot spots
- Direct apron-runway access
- Acute angle intersections
- 3-node intersections
- "Y" intersection




HOT SPOT 1

EXPAND GRASS ISLAND

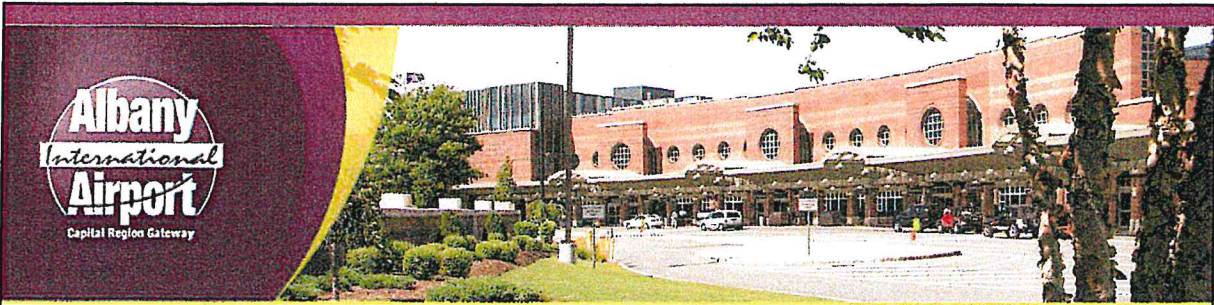
RELOCATE TAXIWAY G

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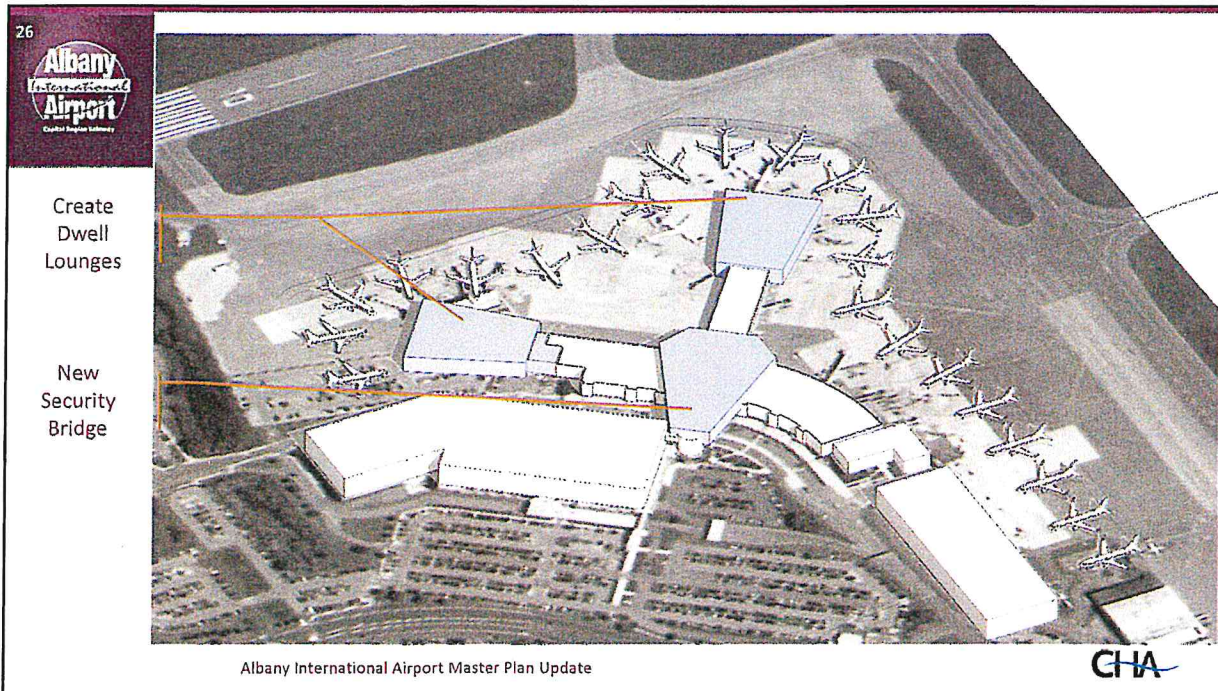


### Passenger Terminal Considerations:

- Improving passenger experience
- Long-term planning (10, 20 years and beyond)



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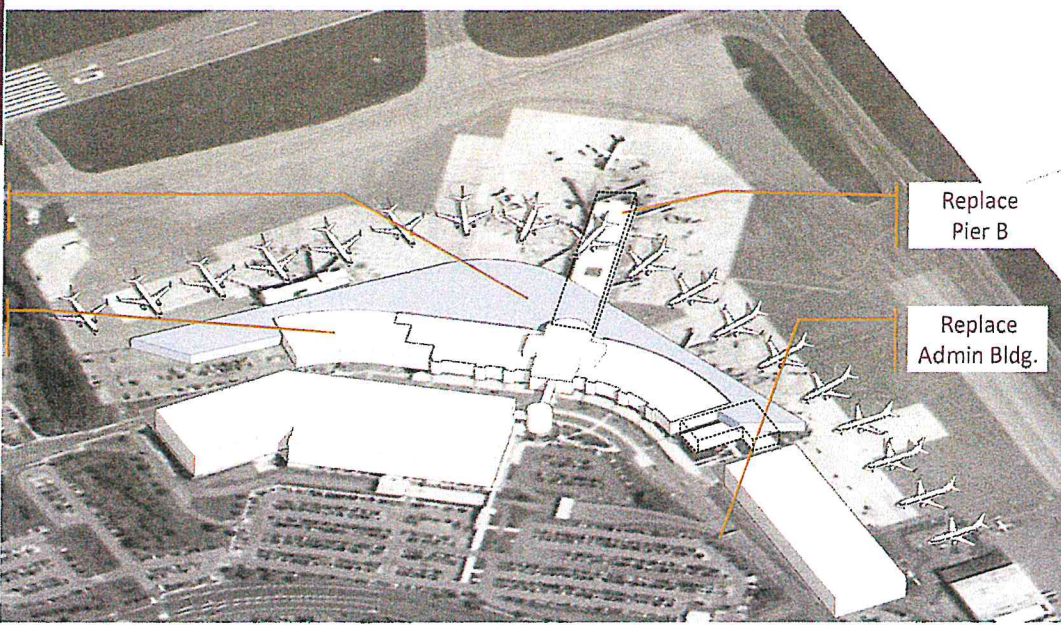


Consolidated Airside


Expand Existing Processor

Replace Pier B

Replace Admin Bldg.



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## Potential MRO Expansion Area?



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## Potential Corporate Aviation Development



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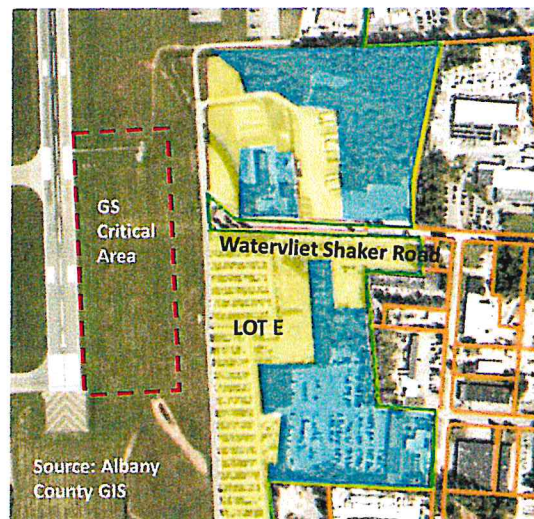


## Airport Business Park?

- Utilities available
- 0.7 miles to Northway Exit 5
- Evaluate highest & best uses
- Mixed airport & non-aeronautical

### Airport Revenue Diversification


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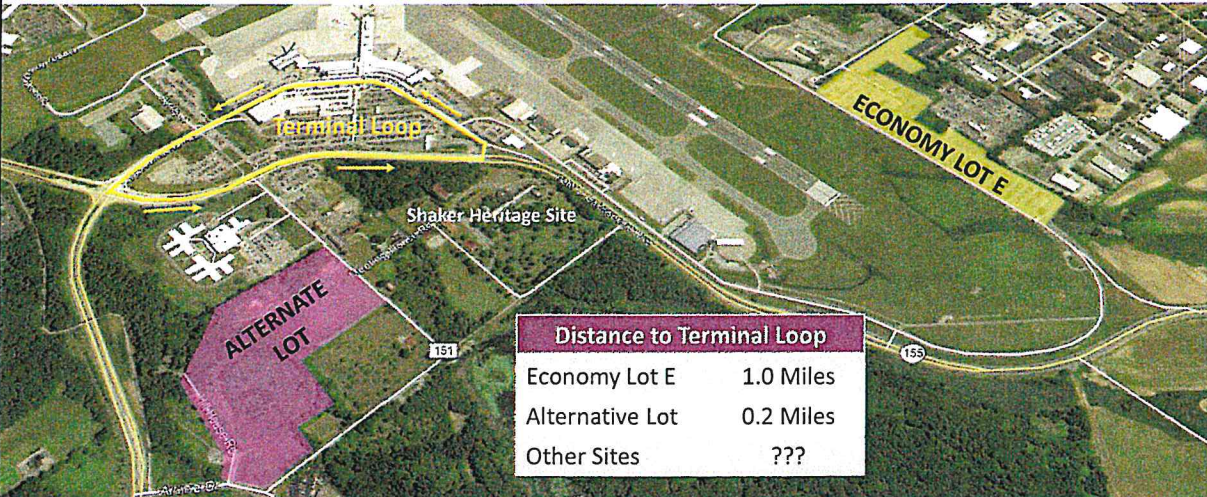
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## Alternate Locations for Economy Parking?





Distance to Terminal Loop	
Economy Lot E	1.0 Miles
Alternative Lot	0.2 Miles
Other Sites	???

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### Stakeholder & Community Outreach:

- Outreach program customized for ALB
- Mixture of in-person and online outreach





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## Stakeholder & Community Outreach

- RAC and TAC Meetings
- Public Meetings
- Study website
  - Collection of comments
  - Distribution of reports
  - Meeting announcements
  - Email distribution


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<http://www.orfmasterplan.com>




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## NEXT STEPS

- Working Paper #1
  - Inventory
  - Forecast of Aviation Demand
- RAC Meeting No. 1
- TAC Meeting No. 1
- Public Meeting No. 1

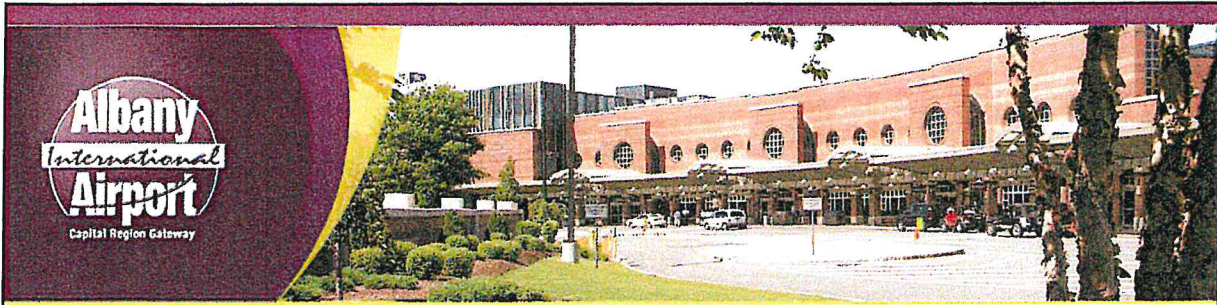


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# Open Discussion

CHA

**AGENDA ITEM NO. 3**

**Update on all Ongoing Projects**

*He*

AGENDA ITEM NO: 3  
OPERATIONS COMMITTEE  
MEETING DATE: October 5, 2020

ALBANY COUNTY AIRPORT AUTHORITY  
REQUEST FOR AUTHORIZATION

**DEPARTMENT:**      *Administration*

Contact Person:    *John LaClair, Airport Engineer*

**PURPOSE OF REQUEST:**

*Update on all ongoing projects.*

**BACKUP MATERIALS:**

- *Current Project List*



**CURRENT  
PROJECTS**  
September 29, 2020

**I. PROJECTS INSIDE TERMINAL**

- Main Terminal Alarm
- New Concessions (HMS Concessionaires)
- Relocation of ACAA Offices to Terminal Third Floor
- Expand TSA Checkpoint (for new equipment)

**II. LANDSIDE PROJECTS**

- Aircraft Mechanic Training Facility
- Long Term Parking Paving #1009-PAV
- SRE Storage Building at 130 Sicker Road #940-GC
- Baggage Escalators #1047 GC & E
- Repair of Sand Storage Building Roof

**III. PARKING**

- ACAA New Parking Garage #S-989
- PARCS Revenue System for Parking

**IV. AIRSIDE PROJECTS**

- Jetbridge Project #S-1039 A3, A5, B10 & C1
- RW 10-28 & Taxiway C Edge Lighting Project #S-946

**V. SMALL PROJECTS**

- Commut Air Office Sprinkler Proj. #1030-GC
- Automated Switchgear for Airfield Lighting
- Terminal Canopy Painting

**VI. OTHER PROJECTS**

- Generator for Million Air
- ATC Building Upgrades
- New Power Supply for Glycol Irrigation System
- Southwest RON Pavement Repairs
- CommutAir Hangar Roof Bldg 211 Proj. #1029-GC
- MDF Room Fire Protection Upgrade
- Obstruction (Tree) Removal
- ALP Master Plan