

AAC Action Item Tracking Sheet						
Last Updated: May 14, 2013						
Item #	Request Date	Due Date	Action Request	Owner(s)	Status/Disposition	Closed?
35	10/9/2012	Ongoing	Finance subcommittee to meet with Willy to review latest budget.	Willy Williamson, Finance Subcommittee	12/10/12: Finance team met and reviewed several scenarios. No rent changes anticipated for 2013 however SIGNIFICANT concern over financial implications of costs associated with FAA actions under way exists with in AAC and COV. Exploring options to address. 4/13/13 Finance team met and discussed a variety of topics. A synopsis will be presented to the AAC on 5/14/13 with a complete brief in June 13	Open
7	4/12/2011	3/15/2014	Request to initiate lease transition plan work ASAP rather than waiting to 2021.	Willy Williamson	12/10/12: Per Willy the majority of the work on this is completed. On hold pending closure on higher priorities. Would like to move this to a tentative 3/15/14 completion date	Open
27	12/13/2011	11/1/2013	Addendum to land leases to reflect appropriate benchmarks and compliance with municiple code.	City attorney, Willy Williamson, Leasholders	5/14/13: Willy moved due date to 11/2013	Open
29	12/13/2011	7/1/2013	AAC report to City due in February of each year	AAC, Willy Williamson	12/10/12: City Council is getting regular updates on airport due to current FAA action issue. Formal annual report will be delayed until this is resolved. Willy will provide a 3 minute synopsis and offer a brief during Master Plan workshop on 7/1/13	Open
32	1/10/2012	6/14/2013	Identify owner to update airport business plan with input that has been provided through master planning work.	Willy Williamson	Century West is adding a timeline for improvements and business	Open
34	10/9/2012	3/31/2013	Update and communcate new gate codes to address security concerns	Willy Williamson	12/10/12: Willy believes that non-aviation access has been through holes in fence, not unauthorized gate code use so will hold on this action item until fence holes are fixed (item #33) and we can confirm real issue. West gate currently inoperative. Willy was presented an option to use proximity reader cards for access, with disapproval due to cost. New concerns such as need to replace opening systems, may open this recommendation again.	Open
9	5/10/2011	5/14/2013	Request from Museum for ongoing partnership with PAGA to develop options for future fly-in previously hosted by NWACC. Fly-in strongly endorsed by AAC.	Mike True, Mike McGraw	Closed on 6/12 per AAC discussion. As much as we'd like to see NWACC back, it does not seem in the cards. Some discussion took place regarding possiblity of a Pearson sponsored event highlighting all generations of aviation. This would require some work on the part of Museum, AAC, City, PAGA, etc. 5/14/13: Item closed.	X
33	4/9/2013	4/12/2013	AAC draft letter to city on attributes desired for Ken Anderton replacement	Paul Speer	Done 4/12/13	X

23	9/13/2011	3/14/2013	Ops committee meeting to review FAA tower situation and develop agreed upon strategy	Willy Williamson, Paul Speer, Mia Leutwiler, Bill Frost, Paul Speer, (Lee Powell)	Willy has discussed separately with ops members. Tower extended to 4/1/2012. Willy will stay engaged with FAA between now and 4/2012 with consult from Ops committee and AAC. Ops Committee, Willy, and FAA met 12/21/11 to discuss tower operations. FAA update on tower at Feb 7 PAGA meeting. AAC will create preferred option letter. Willy has sent letter to FAA (3/19), three SW WA Legislators (3/30), Paul and past three AAC chairs have sent a letter to the Mayor, City Atty, City Mgr, and Jan (3/30). Tower decommissioned 4/1/12 per plan and for the most part operations are going OK. Willy, Ops Committee members, Bill G. and Jamie are meeting on an periodic (ongoing) basis with PDX FAA/ATC to keep communications line open on any issues or concerns. Local tower team is being very good to work with and we appreciate their efforts. This item is being closed out on 4/10/12 as it has become an ongoing meeting process. 5/14/13: Topic closed. Resolution with FAA reached. Ongoing Wake Turbulence action items by Willy/FBO.	X
33	10/9/2012	1/31/2013	Complete bids and work for repair of fence holes to address security concerns	Willy Williamson	Fence holes on north fence have been repaired. Additional fence holes on the east and south fence have been identified. Second request for bid will be posted by 5/17/13	X
35	11/13/2012	12/11/2012	Review and address any open questions on NE field appraisal	Willy Williamson, Ken Anderton, Gregg Weakley	Done 4/12/13	X
31	1/10/2012	7/10/2012	Mia will be leaving the AAC due to family move. Her last meeting is March 13. Request to city to initiate the replacement process with input from AAC. Kathleen's position is now open as well.	City Council	City reports that there are a number of candidates and should begin interviewing when posting closes May 21. AAC has sent a letter to Willy and Jan summarizing background and characteristics that would fill gaps in the group. Interviews expected to take place in next two weeks and hopefully we'll have 2 new AAC members in July. Haldeman and McAleer added as of July.	X
30	1/10/2012	6/4/2012	Museum request that City of Vancouver proclaim June 9,2012 as "Silas Cristofferson Day".	Willy Williamson	Willy will draft a Proclamation for the Mayor with input from Laureano. Will be take care of at June 4 City Council meeting.	X
26	12/13/2011	1/10/2012	Finance subcommittee to meet with Willy to review latest budget.	Willy Williamson, Gregg Weakley, Ron May, Ken Anderton	Report back at January AAC. Moved to February AAC.. Report out at Feb AAC completed.	X
28	12/13/2011	12/14/2011	Send letter to city attorney requesting follow up on Mr. Lawson's property boundary concerns.	Paul Speer	Sent 12/14/11	X
8	5/10/2011	11/8/2011	Request to review comparables for land lease true ups.	Willy Williamson, AAC Finance subcommittee	Closed. Met with Finance committee week of 8/1 to discuss full budget projections. Benchmarks presented at October and November AAC. Proposal for approval to be made by Willy at December AAC. Completed with agreed upon true up amount at AAC 12/13/11.	X
22	9/13/2011	10/11/2011	Lead discussion on leasehold/excise tax topic at next AAC	Paul Speer, Gregg Weakley	Discussed at Jan 2012 AAC. AAC felt that this was best approached a joint effort with other regional airports, WPA, AOPA, etc vs us initiating something right now. If other airports were interested in teaming with us on the topic this will be revisited.	X

