

Town of Erie  
February 18, 2021 Minutes  
Airport Economic Development Advisory Board

1. Meeting called to order at 635 PM via virtual meeting
2. Verification of Quorum
3. Pledge of Allegiance
4. Approval of Minutes
  - a. January 2021 minutes approved
5. Public Comment and Non Agenda Items
  - a. Eric Armstrong presented resolution to form a Tax Sub Committee
    - i. Motion to hear resolution by Armstrong/Deluse pass 7-0
    - ii. Chair Houghtaling appoints Cain/Dowling to research
    - iii. Resolution passes 7-0
  - b. Eric Armstrong presents resolution to negotiate long term building lease for Vector Air separate from Airport Management
    - i. Motion to hear resolution by Armstrong/Tarry
    - ii. Motion to amend resolution with current building lease expiration by Armstrong/DeLuse passes 7-0
    - iii. Motion to pass resolution as amended passes 7-0
6. General Business
  - a. Staff Reports – none
  - b. Airport Manager – Hurd
    - i. Selection process underway for airport consultant
      1. Current consultant – Armstrong Consulting
      2. Necessary for grant proposals
7. Old Business
  - a. Discussion on board priorities
8. New Business
  - a. Establish committees for select priority items

- i. T-Hangar cost/rents
  - 1. Chair Houghtaling appoints Armstrong/Cain to research
- ii. Restaurant rent/revenue
  - 1. Motion to table by Houghtaling/Armstrong passes 7-0
- iii. Erie Air Fair
  - 1. Motion to hear resolution by Dowling/Deluse
  - 2. Background information by Deluse
  - 3. Motion to table by Armstrong/DeLuse fails 2-5
  - 4. Resolution passes 7-0
  - 5. Chair Houghtaling appoints Dowling/Tarry to research

#### 9. No Executive Session

#### 10. Resolution Details

Tax Sub Committee –

WHEREAS sufficient hangar development is required for the economic health of any airport; and

WHEREAS the Erie Airport is funded through an enterprise fund that is not likely to ever have sufficient cash to develop hangars; and

WHEREAS private funding of hangars is likely the most economically efficient means of development; and

WHEREAS hangar owners paying commercial property tax creates an economic environment that does not support the sales/rental of current and future hangars.

THEREFORE, BE IT RESOLVED that the Erie Airport Economic Advisory Board form a sub-committee to investigate zoning changes or tax reform that would encourage the development of hangars at the Erie Airport; and

THEREFORE, BE IT FURTHER RESOLVED that this sub-committee will report its progress to the Erie Airport Economic Advisory Board at each regularly scheduled meeting.

Vector Building Lease -

WHEREAS The Erie Municipal Airport is one of many gateways to our community; and

WHEREAS The Erie Municipal Airport main building, otherwise known as the FBO building, is in need of significant repairs and updating to bring it in line with other Erie Municipal Buildings; and

WHEREAS The airport is funded through an enterprise fund that does not receive enough revenue to fund these repairs and updates; and

WHEREAS improving the FBO Building would likely serve as a catalyst to further economic development; and

WHEREAS Vector Air Management has been maintaining this building and the airport for 11 years on short term leasing; and

WHEREAS the Town of Erie has been very satisfied with the performance by Vector Air Management; and

WHEREAS negotiating a long term lease with Vector Air Management would encourage them to privately fund the capital improvements required to bring the building in line with other Erie Municipal Buildings.

THEREFORE, BE IT RESOLVED that the Erie Airport Economic Advisory Board recommends that the Erie Board of Trustees direct the Town Manager to negotiate a long term building lease independent of the Airport Lease Agreement with Vector Air Management.

Erie Air Fair –

WHEREAS the Erie Air Fair is a popular community interface; and

WHEREAS the Air Fair requires significant planning; and

WHEREAS in recent years it has been difficult to assemble volunteers to organize the Air Fair.

THEREFORE, BE IT RESOLVED that the Erie Airport Economic Advisory Board create a standing sub-committee to organize and oversee the execution of the Air Fair; and

THEREFORE, BE IT FURTHER RESOLVED that this sub-committee will engage the Erie Chamber of Commerce to assist with the Erie Air Fair; and

THEREFORE, BE IT FURTHER RESOLVED that this sub-committee will update the Erie Airport Economic Advisory Board on its progress at each regularly scheduled meeting.

11. Meeting adjourned at 835 PM