

AUBURN AIRPORT ADVISORY BOARD MINUTES FOR OCTOBER 15, 2014

BOARD MEMBERS PRESENT:

Mark Babcock-Chair
Don Peters- absent
John Theisen
Josh Clearman
Bob Jones

CITY STAFF PRESENT:

Bob Brooks, City of Auburn
Bill Peloza, City of Auburn, Councilmember

VISITORS:

Jim Flynn - WPA*
Rock Snodgrass – AHOA**
Bob Myers - tenant

AIRPORT MANAGEMENT PRESENT

Jamelle Garcia
Kasey Maiorca
Linda Eskesen

MEETING DATE: October 15, 2014

TIME: 7:30 A.M.

PLACE: Auburn Municipal Airport, 506 23rd St. NE., Conference Room 1

PUBLIC COMMENT: None

APPROVAL OF MINUTES: A motion was made and seconded to adopt the Advisory Board minutes of September 17, 2014.

PRESENTATIONS AND ROUTINE REPORTS:

1. Review of Matrix –

Wildlife Hazard Assessment – The Wildlife Hazard Assessment survey will conclude the end of October. A report reconciliation will be compiled and sent to the FAA.

Airport Asphalt Repair & Seal – Mr. Maiorca stated the first punch list is done and Blackline will return on 10/16/2014 to complete a second punch list, mainly cleanup.

Master Plan Update – Mr. Garcia said he spoke with Matt Rogers of Century West about changing the document wording from “runway extension” to “runway improvement” or “runway safety improvement”. Once the document is reviewed by the FAA and adopted by City Council, it will allow future grant funding for the Auburn Municipal Airport.

Hangar Row 3 Development – Century West has been hired by the City as the project manager for the hangar upgrades and will put the job out for bid. Mr. Brooks will present a Gantt chart timeline at the next AAB meeting. Council has approved the additional funds for this project.

Business Development – A suggestion was made to include Matrix project numbers 35, 28, 34 and 27 as a single item under ongoing business development.

BOARD ACTION ITEMS:

2. Approval of updated fee schedule – Mr. Garcia reviewed the completed appraisal of leased land properties of the Auburn Municipal Airport compiled by Valbridge Property Advisors. Various locations on the east side of the Airport between 16th and 30th Streets NE were included in the analysis. Based on their investigation and analysis, it is their opinion that the market rent of the subject properties are as follows: a market rental rate for improved land @ \$.55 and \$.36 for raw land.

Additionally, AMG presented proposed rental rates and fees for 2015.

A motion was made and approved, (4) yay, (1) nay, to adopt the proposed fee schedule for 2015. The proposed fee schedule will go to Council for approval.

BOARD GUIDANCE AND INFORMATION ITEMS:

3. Airport Manager's Report-

Topic A: Noise Complaints

Number of complaints: 1

Number of complainants: 1

Topic B: Occupancy Report

Topic B: Occupancy Report Type	Occupied	Percentage	Change
Open Hangar	57	67%	+2
Open Twin Hangar	4	67%	-1
Row 9-10	40	100%	0
Row 2	14	100%	0
Tie Down	35	39%	0
Storage Units	7	58%	0

Topic C: Fuel Prices

Fuel price at Auburn \$6.24.

Topic D: Airport Revenue Performance – A report on September Airport revenues was reviewed.

SCHEDULE FOR UPCOMING MEETINGS:

- **Regular Board Meeting** – November 19, 2014, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St. NE, Auburn, WA 98002.
- **Regular Board Meeting** – December 17, 2014, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St. NE, Auburn, WA 98002

ADJOURNMENT OF MEETING - 9:40 AM

Respectfully submitted,

Aviation Management Group, LLC

253-333-6821

On behalf of the City of Auburn

*Washington Pilots Association

**Auburn Hangar Owners Association