

Airport Advisory Board

September 16, 2015 7:30 AM
Airport Office
Conference Room 1

AGENDA

REGULAR MEETING: 7:30am

CALL THE MEETING TO ORDER

ROLL CALL

PUBLIC COMMENT: Members of the public may make comments at this time on any items not appearing on the agenda that are of interest to the public and are within the jurisdiction of the Board. Comments relating to items on today's agenda are to be taken at the time the item is heard. Time allotted to each speaker is determined by the Board Chair; however, comments will generally be limited to three minutes.

APPROVAL OF MINUTES: August 19, 2015

PRESENTATIONS AND ROUTINE REPORTS:

1. FOLLOW UP ON PUBLIC COMMENTS FROM PREVIOUS MEETING
2. REVIEW OF MATRIX.....**TAB 1**

BOARD ACTION ITEMS:

3. RECOMMENDATION TO AMMEND ORDINANCE NO. 5924.....**TAB 2**

BOARD GUIDANCE AND INFORMATION ITEMS:

4. AIRPORT MANAGER'S REPORT.....**TAB 3**

SCHEDULE FOR UPCOMING MEETINGS: The Board Chair and Airport Manager shall determine the agenda. Scheduled meetings of the Auburn Advisory Board are as follows:

- Regular Board Meeting – October 21, 2015, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St, Auburn, WA 98002
- Regular Board Meeting – November 18, 2015, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St, Auburn, WA 98002

ADJOURNMENT OF MEETING

AUBURN AIRPORT ADVISORY BOARD MINUTES FOR August 19, 2015

BOARD MEMBERS PRESENT:

Mark Babcock-Chair
Don Peters
John Theisen
Robert Jones
Josh Clearman

CITY STAFF PRESENT:

Shelley Coleman, Finance Director, COA
Bob Brooks, Finance Manager, COA
Bill Peloza, COA Council Representative

VISITORS:

Dave Liesse
Mike Latta *
Shane Mahoney **
Bob Myers, tenant
Carter Timmerman ***

AIRPORT MANAGEMENT PRESENT

Jamelle Garcia
Kasey Maiorca
Linda Eskesen

MEETING DATE: August 19, 2015

TIME: 7:30 A.M.

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

INTRODUCTIONS: Chairman Babcock introduced the visitors.

APPROVAL OF MINUTES: A motion was made and seconded to adopt the Advisory Board minutes of July 15, 2015.

PRESENTATIONS AND ROUTINE REPORTS:

1. Public Comments – Mike Latta, WPA and Angel Flight member, asked if the City of Auburn would consider a fuel discount for pilots providing Angel Flights, which transport patients, (mostly children) to hospitals for urgent care. After a brief discussion, Ms. Coleman requested more information regarding the number of flights and pilots which would use the Auburn Airport for fueling purposes.

2. FOLLOW UP ON PUBLIC COMMENT FROM PREVIOUS MEETING - None

3. AGIS PRESENTATION BY CARTER TIMMERMAN, WSDOT – Mr. Timmerman gave an update on the Washington Aviation System plan, a RNP (required navigational performance), a satellite based approach and its benefits for aviation. This approach allows more direct routes of aircraft; avoidance of terrains and safety in low visibility. Auburn Airport will be set up on the AGIS System (Advanced Ground Information System) with new airport imagery after the obstruction survey, due to be completed December of 2016.

4. MASTER PLAN SUMMARY – Ms. Coleman presented summary copies of the Master Plan and gave a brief review. There was a discussion regarding requirements from the Department of Ecology for jet fueling from a truck or tank and the need/profitability for the airport.

4. REVIEW OF MATRIX-

Row 3 Hangar Development – Substantially completed.

Airport Asphalt Repair & Seal – Punch list scheduled to be completed August 25th.

On Going Business – Cascade Helicopter Services are renovating the 1725 E St. building. Galvin flight Training continues to lease from them. Classic Helicopters and the City of Auburn are in negotiation regarding the lease of the 506 bldg., ramp space, rental of hangars and hangar improvements to hangar row 8.

Airport Branding – On hold

General Airport Events – Shane Mahoney of Washington Pilots Association, Green River Chapter, reports the pancake breakfast was a huge success August 15th.

Airport Management is planning a barbeque August 28th 11:30-1:30pm.

Hangar End Art Work – On hold

Viewing Area – The Eagle Scout project, a community area, is scheduled for August 28th.

BOARD ACTION ITEMS: NONE

BOARD GUIDANCE AND INFORMATION ITEMS:

5. AIRPORT MANAGER'S REPORT

Topic A: Noise Complaints

Number of complaints since last meeting: 4 Number of complainants: 2

Topic B: Occupancy Report

TYPE	TOTAL/OCCUPIED	PERCENTAGE	CHANGE
Open Hangar	68/68	100%	+8
Open Twin Hangar	6/3	50%	-2
Row 3	17/16	94%	+6
Row 9 & 10	40/40	100%	+1
Row 2	14/14	100%	0
Tie Down	89/43	37%	+10
Storage Units	17/9	53%	+1

Topic C: Fuel Prices

Fuel price at Auburn \$4.95 credit and \$4.83 cash.

OPEN DISCUSSION:

SCHEDULE FOR UPCOMING MEETINGS:

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Regular Board Meeting – October 21, 2015, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St. NE, Auburn, WA 98002

ADJOURNMENT OF MEETING – 8:50 AM

Respectfully submitted,

Aviation Management Group, LLC

253-333-6821

On behalf of the City of Auburn

*Washington Pilots Association and Angel Flight

** Washington Pilots Association, Green River Chapter

***WSDOT Aviation Division

Last Revision Date:9/11/15

AIRPORT ADVISORY BOARD - PROJECT TRACKING WORKSHEET

Item #	LEAD	PROJECT DESCRIPTION	CURRENT STATUS	WHAT'S NEXT	START DATE	NEXT REVIEW DATE	EST. COMPL DATE	Est. COST
Projects								
25	CW/City/AMG	Airport Asphalt Repair & Seal	Substantially completed		02/2014	10/21/15	9/30/15	\$765,721 FAA 74% State 3% Airport 23%
Business Development								
35	City/AMG	On-going Business		Continuing to solicit new businesses to base here.	08/2014	Ongoing	Ongoing	N/A
37	City/CW	Development	Runway Enhancement – Environmental Grant Awarded by FAA.		3/15/15	10/21/15	12/31/15	\$161,000 (90/5/5)
36	City/AMG	Airport Branding	Project will be handled by City of Auburn Multimedia Department. Developing new brand for airport to include new logo and advertising.	On Hold	06/2014	12/16/15	12/31/15	TBD
42	City Staff	Classic Helicopter	In negotiations		6/17/15	10/21/15		
Other Items								
13 13A	Board Only	General Airport Events (Outreach)			01/2012	10/21/15	Ongoing	TBD
39	City Staff	Hangar End Art Work	Project on hold		02/2015	Ongoing	TBD	\$0
41	AMG	Viewing Area	Substantially completed	Eagle scout will attach plaque to posts and stain bench.	7/15/15	10/21/15	9/30/15	\$0

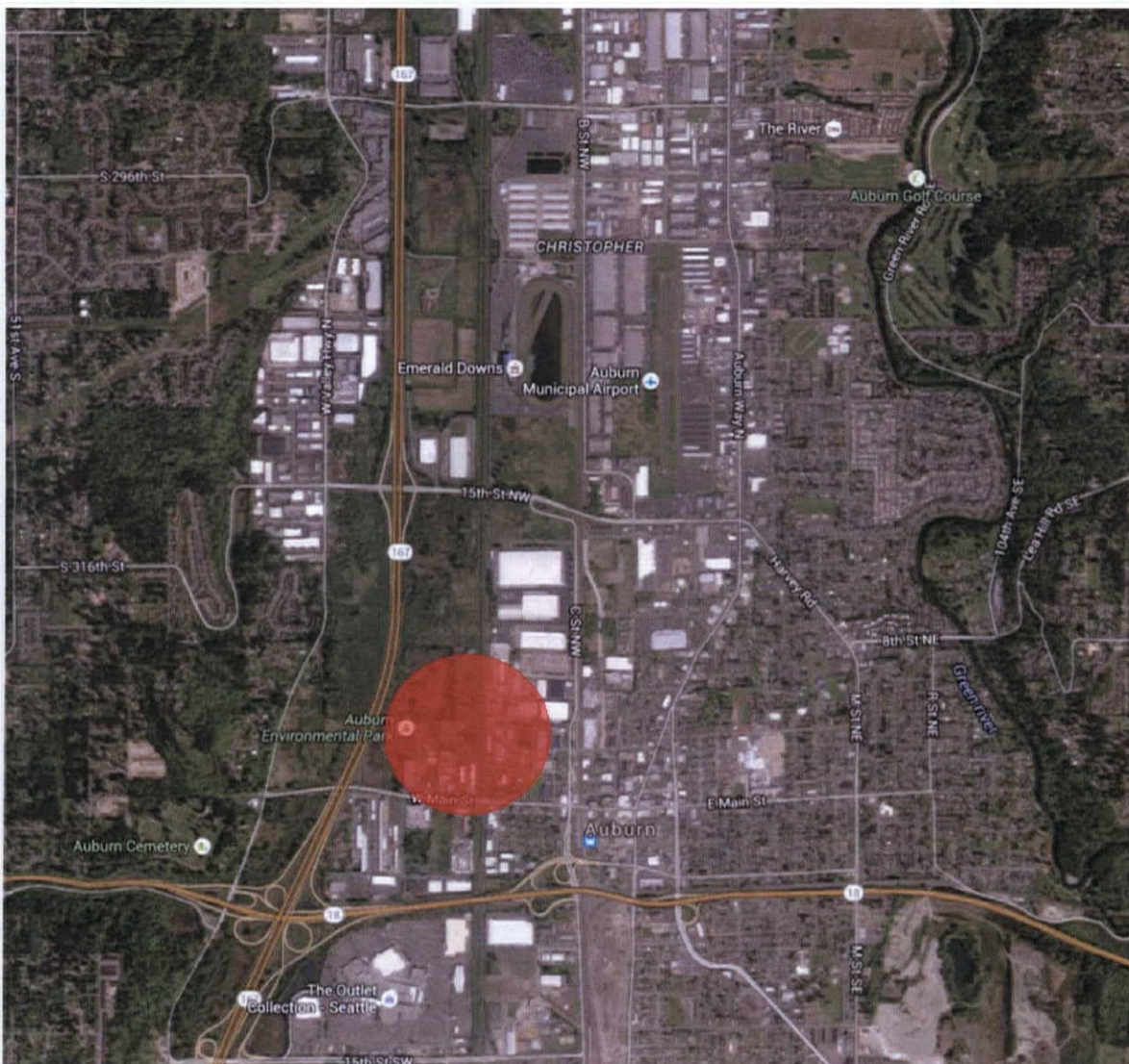
Auburn Airport Airport Managers Report

Topic A: NOISE COMPLAINTS

Number of Complaints Since Last Meeting: 9

Number of Complainants: 1

Location:



Auburn Airport Airport Managers Report

Topic B: Occupancy Report

Type	Total	Occupied	Percentage	Change
Open Hangar	68	67	99%	-1
Open Twin Hangar	6	5	83%	+2
Row 3	17	16	94%	+6
Row 9-10	40	40	100%	+1
Row 2	14	14	100%	0
Tie Down	89	45	51%	+2
Storage Units	17	14	82%	+1

Auburn Airport Airport Managers Report

Topic C:

REVIEW FUEL OPERATIONS

