

# AUBURN AIRPORT ADVISORY BOARD

## MEETING MINUTES

**MEETING DATE:** Sept. 14, 2022  
**MEETING TIME:** 7:30 A.M.  
**MEETING LOCATION:** Airport Office Building Conference Room

### Meeting Attendance Record:

<b>Board Members:</b>
Deanna Clark, Chairperson
Andrea Prasse, Board Member (excused)
Wayne Osborne, Board Member
Justin Heater, Board Member
Joe Nessel, Board Member
Dennis Decoteau, Board Member
Jay Miner, Board Member
<b>City Staff:</b>
Ingrid Gaub, Public Works Director
Tim Mensonides, Airport Manager
Ethan Kimes, Airport Operations Specialist
Angela Klein, Airport Office Assistant
Silvana Vasquez, Airport Intern

#### A. CALL THE MEETING TO ORDER:

Chairperson Clark called the meeting to order and welcomed attendees and guests.

#### B. PUBLIC COMMENTS: There were no public comments for this meeting.

# **AUBURN AIRPORT ADVISORY BOARD**

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- C. APPROVAL OF MINUTES:** A motion was made by Board Member Nessel and seconded by Board Member Osborne to approve the March 9, 2022 Auburn Airport Advisory Board Meeting Minutes.

**MOTION CARRIED UNANIMOUSLY, 6-0**

- D. PRESENTATIONS: NONE**

- E. BOARD ACTION ITEMS:**

**1. 2023 AIRPORT FEE SCHEDULE**

Manager Mensonides shared the proposed 2023 fee schedule and discussed the amount budgeted versus June CPI and rates of other airports. Discussion followed. Board Member Osborne moved to increase rates 8%. Board Member Nessel seconded the motion. Discussion followed. Board Member Nessel moved to amend the motion to recommend to council a 7% increase in rates on all but tie-downs. Board Member Osborne seconded. Discussion followed.

**AMENDMENT TO THE MOTION CARRIED, 5 - 1**

**MOTION CARRIED, 5 - 1**

- F. BOARD DISCUSSION ITEMS:**

**1. AIRPORT MURAL PROJECT**

Airport Intern Vasquez reported on the airport hangar row mural project and the timeline for completion of the J row mural in honor of Richard Scobee.

**2. AIRPORT BUDGET**

Manager Mensonides reported on the first half of 2023 operations expenses and revenue.

**3. 2022 CAPITAL PROJECT STATUS**

Manager Mensonides shared the status of capital projects and discussed perimeter fencing, homeless activity and the natural deterrent of the current vegetation.

# AUBURN AIRPORT ADVISORY BOARD

## MEETING MINUTES

### 4. TRACKING MATRIX

Manager Mensonides discussed projects on the tracking matrix including additional fencing to include the land purchased from King County, the upcoming runway project in the summer of 2023, removal of night restrictions, hangar door replacement and enclosure project, and an annual maintenance and repair update.

### G. BOARD GUIDANCE AND INFORMATION ITEMS:

#### 1. AIRPORT MANAGER REPORT

Office Assistant Klein reported on the status of leased hangars and tie-down spaces, 2022 fuel sales and Auburn Airport Days. Manager Mensonides discussed the upcoming Civics Academy visit, past events that included presenting at the Lion's Club, President Biden's visit, the Washington Airport Managers Association conference and AirVenture at Oshkosh. He also discussed seasonal and intern positions, his selection as an honorary commander at McChord Air Force Base, plans for renovation of the building relinquished by Airtech by the new occupants, upcoming changes to leaded fuel requirements and an update on the Commercial Airport Commission's task to propose a site to help relieve SeaTac.

#### 2. AIRPORT MAINTENANCE

Operations Specialist Kimes reported on airport fuel tank maintenance, re-keying the airport office building and plans for helicopter landing areas.

### H. SCHEDULE FOR UPCOMING MEETINGS:

#### Regular Meeting Schedule:

November 16<sup>th</sup>, 2022

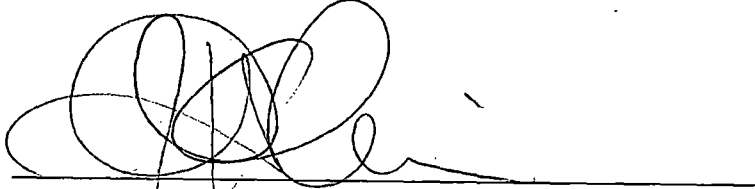
### I. ADJOURNMENT OF MEETING

There being no other business Chairperson Clark adjourned the meeting at 9:01 a.m.

**AUBURN AIRPORT ADVISORY BOARD**

**MEETING MINUTES**

APPROVED this 30<sup>th</sup> day of November, 2022

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the end, positioned above a solid horizontal line.

Angela Klein, Board Secretary