

Auburn Airport Advisory Board Notes for July 16, 2014

Board Members Present:

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

City Staff Present:

Shelley Coleman, Airport Supervisor
Bill Peloza, City of Auburn, Councilmember

Visitors:

Jim Flynn - WPA
Bob Myers – Airport tenant
Kathy Gleason- Auburn Resident
Wayne Johnson- Auburn Resident

Airport Management Present:

Jamelle Garcia
Kasey Maiorca
Linda Eskesen

Meeting Date: July 16, 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 June 18, 2014.

Presentations and Routine Reports:

1. Airport Branding - Mr. Maiorca presented a variety of ideas showcasing branding of the Auburn Airport on all signs. Vinyl graphics could easily be applied to existing signs stated Mr. Maiorca. Cost for the branding would be \$4,040.00, and would include airport signage for buildings, hangars, information signs that all tie into the central concept of the airport.

2. Review of Airport Budget Performance- Ms. Coleman distributed a working capital statement for May. A review of the report followed. A suggestion was made to include year to date and year to date actual in the working capital statement for clarity. Ms. Coleman said she would bring the financial report that is presented to Council. After a brief discussion about the Airport Enterprise Fund, current cash flow and upcoming expenses, Ms. Coleman stated she would like to have at least 60 days of working capital available in the Enterprise Fund.

3. Review of Matrix – done

Board Action Items –

1. None

Board Guidance and Information Items-

1. Airport Asphalt Repair and Seal- This project is substantially FAA/State eligible and grants have been submitted to both agencies. There are areas which are not eligible for grant funding. As an example there is approx. 50 feet of the taxi lanes between the hangars and some access road areas which are not eligible. These areas are identified on the Engineers Estimate worksheet. There are sound reasons to complete these non-eligible areas

providing the airport enterprise fund can support this project. At both the Federal and State level asphalt preservation is given high priority and scores high on the grant process. It is less expensive to preserve what is in good shape than to rehabilitate or reconstruct asphalt after it has deteriorated.

2. Update on Proposed Hangar Row 3 Enclosure Project- Mr. Maiorca stated Rupert Engineering has completed 90% of the plan set. One cost estimate from Waters and Woods has been received. The interior and hangar doors will be made of aluminum which would be easily maintained. Firewalls will be installed as required by City code.

3. Airport Manager's Report-

Topic A: Noise Complaints

Number of complaints: 8

Number of complainants: 1

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 increased slightly from last month, due to rising fuel prices.

- **Regular Board Meeting** – August 20th, 2014, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St. NE, Auburn, WA 98002.

Adjournment of Meeting - 9:26 A.M.

Respectfully submitted,

Aviation Management Group, LLC

On behalf of the City of Auburn