



Airport Advisory Board

July 15, 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: June 17, 2015

PRESENTATIONS AND ROUTINE REPORTS:

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

BOARD ACTION ITEMS:

NONE

BOARD GUIDANCE AND INFORMATION ITEMS:

3. AIRPORT MANAGER'S REPORT**TAB 2**
 - A. Noise Complaints
 - B. Occupancy Report
 - C. Fuel Report
 - D. Airport Revenue Performance

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 – August 19, 2015, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St, Auburn, WA 98002
- Regular Board Meeting – September 16, 2015, 7:30 AM: Auburn Airport Office Conference Room 1, 506 23rd St, Auburn, WA 98002

ADJOURNMENT OF MEETING

Last Revision Date:7/11/15

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								
21	Mead & Hunt /AMG	Wildlife Hazard Assessment/Management Plan	Wildlife Hazard projects have been accepted by the FAA (letter issued) and closeout documents for final grant funding have begun. (both FAA and WSDOT)	Implement the Wildlife Hazard Plan (Item Closed)	12/2013	None	6/30/15	\$11,600 FAA 90% State 5% Airport 5%
25	CW/City/AMG	Airport Asphalt Repair & Seal	Punch list waiting to be completed	Requested Timeline from project manager	02/2014	8/19/15	6/30/15	\$765,721 FAA 74% State 3% Airport 23%
Business Development								
35	City/AMG	On-going Business	- AFS Building –Waiting on final document for closing of sale to Cascade Helicopter Services. - City Econ Development and AMG have completed the business open house on 6/26.	AMG will put together a "Welcome Aboard" package to CHS Follow up with interested prospects.	08/2014	Ongoing	Ongoing	N/A
37	City/CW	Development	Runway Enhancement	Environment Assessment scheduled for 2015	3/15/15	8/19/15	12/31/15	\$161,000 (90/5/5)
38	City/AMG	Brochure	Brochure completed	Item Closed	2/15/15	None	6/26/15	
31	Century West	Row 3 Hangar Development	Substantially completed	Consider enclosing additional hangars as demand and funds allow	02/2014	Ongoing	5/15/15 On going	\$326,000 Airport Fund 100%
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.	06/2014	7/15/15	12/31/15	TBD
Other Items								
13 13A	Board Only	General Airport Events (Outreach)	Auburn Days Coordinate with COA Parks, M. Hursh and Wash. Pilot Association	Invite aircraft for fly-in. Coordinate with WPA for breakfast and lunch. Coordinate with City of Auburn	01/2012	7/15/15	Ongoing	TBD
39	City Staff	Hangar End Art Work	Pictures were forwarded to City of Auburn Arts Commission for review and comment.	Project on hold	02/2015	Ongoing	TBD	\$0
40	City	Airport Contract	City requested AMG submit terms for extending current contract. Letter submitted by AMG		5/4/15	7/15/15	12/31/15	