

AUBURN AIRPORT ADVISORY BOARD MINUTES FOR JULY 15, 2015

BOARD MEMBERS PRESENT:

Mark Babcock-Chair
Don Peters
John Theisen
Robert Jones
Josh Clearman – absent, excused

CITY STAFF PRESENT:

Shelley Coleman, Finance Director, COA
Bob Brooks, Finance Manager, COA
Bill Peloza, COA Council Representative
Neil Wachter, COA, Assistant City Attorney

VISITORS:

Dave Liesse
Ben Johnson, Boy Scouts
Brice Johnson, Boy Scouts
Gary Miller, tenant
Bob Myers, tenant
Rock Snodgrass, AHOA*

AIRPORT MANAGEMENT PRESENT

Jamelle Garcia
Kasey Maiorca
Linda Eskesen

MEETING DATE: July 15, 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 June 17, 2015.

PRESENTATIONS AND ROUTINE REPORTS:

Eagle Scout Project Presentation – Benjamin Johnson presented his Eagle Scout Project plan for creating a community area outside the 506 building at the Auburn Airport. He included several design options for the viewing area which would include a picnic table and informational plaque about the airport. A motion was made and unanimously approved by the AAB to accept the design option 2 of his plan.

1. FOLLOW UP ON PUBLIC COMMENT FROM PREVIOUS MEETING – none

2. REVIEW OF MATRIX-

Wildlife Hazard Assessment – The Assessment documentation has been accepted by the FAA. Currently working on an ordinance authorizing the discharge of firearms within the airport boundaries for wildlife management.

Airport Asphalt Repair & Seal – Mr. Brooks reports a delay from the subcontractor to complete portions of the project. A meeting with Century West is scheduled for today.

On Going Business – Mr. Garcia reports the Auburn Flight Service building sale is near closure. Cascade Helicopter Services will continue to rent aircraft tie down space during its renovation of the building.

The City Economic Development and Airport Management open house was a success.

Runway Enhancement – The project is moving forward, phase one of the Environmental Assessment is scheduled to be completed by the end of 2015.

Brochure – The brochure is complete.

Row 3 Hangar Development – The punch list is being reviewed today, July 15th.

Airport Branding – On hold

General Airport Events – In coordination with Auburn Days, the Washington Pilots Association, Green River Chapter, will provide a pancake breakfast and also a hot dog/hamburger BBQ at noon. Static aircraft will be displayed and Green River College, Greentails, will have an aircraft wash available.

Hangar End Art Work – On hold

BOARD ACTION ITEMS: NONE

BOARD GUIDANCE AND INFORMATION ITEMS:

3. AIRPORT MANAGER'S REPORT

Topic A: Noise Complaints

Number of complaints since last meeting: 0 Number of complainants: 0

Topic B: Occupancy Report

TYPE	TOTAL/OCCUPIED	PERCENTAGE	CHANGE
Open Hangar	68/59	91%	+3
Open Twin Hangar	6/5	83%	+1
Row 3	14/9	60%	+2
Row 9 & 10	40/39	98%	-1
Row 2	14/14	100%	0
Tie Down	89/33	37%	0
Storage Units	17/9	53%	+1

Topic C: Fuel Prices

Fuel price at Auburn \$5.14 credit and \$4.99 cash.

Topic D: Airport Revenue Performance – Report reviewed.

Mr. Brooks provided and reviewed a working capital statement May 2015 to the AAB.

OPEN DISCUSSION:

SCHEDULE FOR UPCOMING MEETINGS:

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

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

ADJOURNMENT OF MEETING – 9:08 AM

Respectfully submitted,

Aviation Management Group, LLC

253-333-6821

On behalf of the City of Auburn

*Auburn Hangars Owners Association