Airport Advisory Board

Regular Meeting
June 19, 2019, 7:00 AM
Airport Office
Conference Room 1

AGENDA

A. **CALL THE MEETING TO ORDER/ROLL CALL**

B. **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. The Board Chair determines time allotted to each speaker.

C. **APPROVAL OF MINUTES:**
   1. APRIL 17, 2019 REGULAR MEETING

D. **PRESENTATIONS: NONE**

E. **BOARD ACTION ITEMS: NONE**

F. **BOARD DISCUSSION ITEMS:** Please note that no action will be taken on Board discussion items.

   1. CAPITAL/FINANCIAL PLANNING SCENARIO DISCUSSION(60 MIN)

   2. 2019 CAPITAL PROJECT STATUS (5 MIN)
      A. RUNWAY ENHANCEMENT PROJECT UPDATE

   3. AIRPORT ADVISORY BOARD – TRACKING MATRIX (GENERAL BUSINESS) (10 Min)

G. **BOARD GUIDANCE AND INFORMATION ITEMS:**

   1. AIRPORT MANAGER'S REPORT (15 Min)
   2. AIRPORT MAINTENANCE REPORT (5 MIN)
   3. AIRPORT APPRECIATION DAY REPORT (5 MIN)

Ph: 253-333-6821
Email: airport@auburnwa.com Website: auburnmunicipalairport.com

H. **SCHEDULE FOR UPCOMING MEETINGS**: Scheduled meetings of the Auburn Advisory Board are as follows*:

2019 Regular Meeting Schedule:

August 21, 2019
October 16, 2019
December 18, 2019

2019 Special Meeting Schedule:

September 18, 2019

Unless otherwise noted and advertised, all meetings will start at 7:00 a.m. and will take place at the Auburn Airport Office Conference Room 1 located at 2143 E St. NE, Auburn, WA 98002.

*Please note that subject to advanced public noticing the Board may elect to schedule additional special meetings beyond the meeting dates specified above.

I. **ADJOURNMENT OF MEETING**

AUBURN AIRPORT ADVISORY BOARD

MEETING MINUTES

MEETING DATE: April 17, 2019
MEETING TIME: 7:00 A.M.
MEETING LOCATION: Auburn Municipal Airport, 2143 E Street NE.
Auburn, WA 98002

Meeting Attendance Record:

Board Members:
Deanna Clark, Chairperson
Danielle Butsick, Vice Chair
Wayne Osborne, Board Member
Sean Morrow, Board Member
Mark Kornei, Board Member (excused)
Joe Nessel, Board Member
City Staff:
Ingrid Gaub, Public Works Director
Airport Management:
Tim Mensonides, Auburn Airport Manager
Ryan Hubbard, Auburn Airport Operations Technician
Tanya Rottkamp, Auburn Airport Office Assistant
Members of the Public:
Rock Snodgrass (AHOA Tenant)
Cal Hunziker (AOPA ASN)

AUBURN AIRPORT ADVISORY BOARD

MEETING MINUTES

A. CALL THE MEETING TO ORDER:

Chairperson Clark called the meeting to order and welcomed attendees and guests. Chairperson Clark noted Board Member Mark Kornei as an excused absence.

B. PUBLIC COMMENTS: Mr. Hunziker ~~commented~~ asked if we were coordinating the rehabilitation of the runway with the expansion and Mr. Mensonides responded that we will touch on that a little later in the meeting.~~:~~

C. APPROVAL OF MINUTES: A motion was made, seconded and unanimously passed to approve the Auburn Airport Advisory Board Meeting Minutes of the February 20, 2019 meeting.

D. PRESENTATIONS: NONE

E. BOARD ACTION ITEMS: NONE

F. BOARD DISCUSSION ITEMS:

1. CAPITAL/FINANCIAL PLANNING DISCUSSION: Mr. Mensonides summarized the Capital and Financial Planning for Airport Development on a numerical priority level from 1 – 3 (1=high, 2=medium, 3=low). The Board reviewed the projects and identified items to be considered as part of any scenarios to be considered, Items 1, 3, 5, 6, 7 and 16. In addition the Board requested 3 scenarios be considered for the next discussion as follows: Scenario 1, More Jet Traffic, Items 13, 14, 15, 20 and 25, Scenario 2, Maintain Current Operations, Items 2, 8, 9, 10, 11, 12, and Scenario 3, West Side Focus, Items 17, 18, 26, 27, 28. The results of these and any additional scenarios identified by staff will be discussed at the next meeting.

2. 2019 CAPITAL PROJECT STATUS:

   A. RUNWAY ENHANCEMENT PROJECT UPDATE. Mr. Mensonides discussed certain obstacles of closing the runway during the day versus the evening. The runway extension project is anticipated to last 75 calendar days with a 60 day runway closure. Mr. Mensonides submitted to the FAA a proposal for an evening closure from 5pm to 10pm for FAA approval versus a 10am to 5pm runway closure.

3. AIRPORT TRACKING MATRIX
   Ms. Gaub reviewed the tracking matrix with the Board.

G. BOARD GUIDANCE AND INFORMATION ITEMS:

1. AIRPORT MANAGER'S REPORT: Mr. Mensonides discussed our new kiosk which was being built by a local Eagle Scout. The kiosk will provide pilots an area to get out of the weather, charge their phones and will house the Passport Program Mailbox. Mr. Mensonides discussed about possibly changing our airport frequency. He will be putting out a survey to see if this is something that will benefit with change. Ms. Clark and Mr. Mensonides attended the last Legislation meeting in Olympia and provided an update on aviation legislation. Mr. Mensonides informed us that all Land Leases are currently being appraised for an updated Fair Market Value. Mr. Mensonides met with Armstrong face to face and let them know we are still interested in possibly purchasing the property and left his contact information. Mr. Mensonides talked about our new Internship program along with his plans to form an airport users group to discuss airport operations and how we can improve our procedures/operations.
2. AIRPORT MAINTENANCE REPORT: Mr. Hubbard discussed the landscaping progress on the airport field. Mr. Hubbard gave an update on his wildlife harassment program. Mr. Hubbard discussed our updates to the Airport website.
3. AIRPORT APPRECIATION DAY REPORT: Ms. Rottkamp gave a quick update on food truck vendor, airplane rides/helicopter rides, bouncy house for the children and Car/Motorcycle Show.

H. SCHEDULE FOR UPCOMING APPROVED MEETINGS:

2019 Regular Meeting Schedule:

June 19, 2019
August 21, 2019
October 16, 2019
December 18, 2019

The additional Special Meeting for September 18, 2019 was discussed.

I. ADJOURNMENT OF MEETING:

There being no other business the Board Vice Chairperson adjourned the meeting at 9:00 a.m.

Prepared by:

Tanya Rottkamp on behalf of the City of Auburn.

Number	Staff Priority (1= High, 2 = Medium, 3= Low)	Project Name	Project Description	Facility Maintenance	Development	Safety/Regulatory	Estimated Cost	Duration	Completion Year	Funding Sources/% Airport	Constraints and Considerations
1	1	Annual Repair and Maintenance for the Airport Facilities	This is an annual program for the replacement of facilities and the completion of deferred maintenance needs on all existing Airport Building Facilities	X		X	$100,000 to $500,000	Annually	Annual	100% Airport	
2	1	Retrofit and Upgrade of the Open T-hangars	Complete improvements to the Open T-Hangars as identified in the Facility Condition Assessment	X			$ 1,000,000	3 years	2022	100% Airport	
3	1	Runway Enhancement/Extension	Complete the extension of the runway to 3841 feet.		X	X	$ 2,900,000	1 year	2020	5% Airport/95% Grants	FAA Funded and to begin construction in late 2019/early 2020
5	1	Taxiway Alpha Fog Seal	This project is preventative maintenance for Taxiway A and was identified in the recently complete pavement condition assessment at the Airport	X		X	$ 150,000	1 Year	2022	5% Airport/95% Grants	
6	1	Runway Rehabilitation	This project will complete a 3-inch grind and overlay of the Runway. This effort also incorporates the Mag Var change that is needed for the runway.	X		X	$ 2,500,000	2 years	2022	5% Airport/95% Grants	
7	1	Annual Pavement Maintenance	This project is to complete necessary preventative maintenance to prolong the life of the runway and taxiways	X		X	$ 100,000	Annually	Annual	100% Airport	
8	1	Hangar Facility Construction	Construction of a new Hangar facility.	X	X		$ 2,850,000	3 years	2021	100% Airport	
9A	1	**Armstrong Property - Through the Fence Agreement**	**Enter into a through the fence agreement for someone else to develop Armstrong (or other adjacent property) and access the airport**		X		**$ 50,000**	1 year	2021	100% Airport	Once in place would generate annual revenue
11	2	Airport Security Camera & Gate Access Upgrades	Complete the replacement of the operators for the gates and install additional security cameras at the Airport.			X	$ 70,000	1 year	2019	100% Airport	Currently budgeted in 2019
16	2	South end RSA Improvements - Park and Ride Property	Purchase and complete grading work to address the modified Runway Safety Area on the south end.			X	$ 1,055,000	2 years	2021	5% Airport/95% Grants	Acquisition is underway and funded. Grading work is a priority for FAA.
20	2	Airport Office/Middle Ramp Reconfiguration	Re-configuration of the Airport office and parking lot area to allow for additional development of an FBO/Restaurant		X		$ 5,900,000	3 years	2024	**10% Airport/90% Other**	**Partnership and land lease**
27A	3	**West Side - Easement for Access**	**Purchase of an access easement only**		X		**$ 250,000**	1 year	2021	100% Airport	

CITY OF AUBURN WASHINGTON

Memorandum

To: Airport Advisory Board

From: Ingrid Gaub, Director of Public Works
Tim Mensonides, Airport Manager

Date: June 12, 2019

Re: AGENDA ITEM F1 – Capital/Financial Planning

At the February 20, 2019 Board meeting, we discussed the schedule for this effort and on April 17th we completed the kickoff and discussion of the various scenarios for the staff to model for discussion at our June meeting. The following is the remaining schedule for this effort.

<u>Long Term Capital and Financial Planning for Airport Development</u>

June 19, 2019 – Regular AAB Meeting

Review of the Funding Scenarios
Revision/Refinement of the Options and/or addition of Options for consideration

August 21, 2019 – Regular AAB Meeting

Review of Revised Funding Scenarios
Determination of a Preferred Option (If possible. Additional funding scenarios may be identified as well. If additional funding scenarios are needed the final product will be delayed into 2020)

October 16, 2019 – Regular AAB Meeting

Draft Plan of the Preferred Option for review

December 18, 2019 – Regular AAB Meeting

Final Plan of the Preferred Option for review and recommendation to City Council

For this meeting, we have included the original spreadsheet as a reference and provided specific spreadsheets for each scenario that was modeled along with the Summary of the Airport fund forecast through 2024 for each scenario. As we completed the modeling, staff included a few additional scenarios so the board can see the potential impacts of the decisions.

The Scenarios that are included are titled as follows:

Baseline: Bare Minimum Efforts
Scenario 1: More Jet Traffic
Added Scenario 1B: More Jet Traffic (w/out Partnership)
Scenario 2: Maintain Current Operations
Added Scenario 2B: Maintain Current Operations (w/out Property Purchases)
Scenario 3: West Side Focus
Added Scenario 4: Priority Focus for 2019-2024

At the meeting we will review the results of the various scenarios and discuss revisions and/or additional scenarios that the Board wishes to see to refine the options down to a preferred alternative at our August Meeting.

City of Auburn
Airport Fund
Fund Balance Forecast

Link to TOC

BASELINE

Forecast	Actual 2018	Thru BA#1 2019	2020	2021	2022	2023	2024
Working Capital Beginning of Year	$ 683,580	$ 802,799	$ 459,339	$ 664,473	$ 918,533	$ 719,951	$ 504,591
Cashflow Forecast							
Operating Revenues	$ 970,114	$ 1,239,716	$ 1,314,135	$ 1,353,242	$ 1,397,466	$ 1,438,596	$ 1,480,668
Operating Expenditures	(562,328)	(941,693)	(871,701)	(896,181)	(949,685)	(1,007,593)	(1,070,330)
Existing Debt Service	(235,236)	(232,300)	(12,300)	-	-	-	-
New Debt Service	-	-	-	-	-	-	-
Net Cashflow before Capital	$ 172,550	$ 65,723	$ 430,134	$ 457,060	$ 447,782	$ 431,003	$ 410,339
Capital Funding Summary							
Net Debt Issues	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Grants	70,658	2,475,124	475,000	-	2,530,247	-	-
Capital Projects	(123,990)	(2,884,308)	(700,000)	(203,000)	(3,176,610)	(646,364)	(212,551)
Net Cashflow from Capital	$ (53,331)	$ (409,184)	$ (225,000)	$ (203,000)	$ (646,364)	$ (646,364)	$ (212,551)
Net Change in Working Capital	$ 119,219	$ (343,460)	$ 205,134	$ 254,060	$ (198,582)	$ (215,360)	$ 197,788
Working Capital End of Year	**$ 802,799**	**$ 459,339**	**$ 664,473**	**$ 918,533**	**$ 719,951**	**$ 504,591**	**$ 702,379**
Minimum Target	*$ 56,232.82*	*$ 94,169.30*	*$ 87,170.10*	*$ 89,618.14*	*$ 94,968.48*	*$ 100,759.34*	*$ 107,032.98*
Target based on (10% of Operating Cost)							

City of Auburn
Airport Fund
Fund Balance Forecast

Link to TOC

SCENARIO 1 - More Jet Traffic

Forecast	Actual 2018	Thru BA#1 2019	2020	2021	2022	2023	2024
Working Capital Beginning of Year	$ 683,580	$ 802,799	$ 459,339	$ 611,773	$ 504,806	$ 332,087	$ 3,685,884
Cashflow Forecast							
Operating Revenues	$ 970,114	$ 1,239,716	$ 1,314,135	$ 1,352,715	$ 1,423,329	$ 1,466,518	$ 1,550,271
Operating Expenditures	(562,328)	(941,693)	(871,701)	(896,181)	(949,685)	(1,007,593)	(1,070,330)
Existing Debt Service	(235,236)	(232,300)	(12,300)	-	-	-	-
New Debt Service	-	-	-	-	-	(325,186)	(325,186)
Net Cashflow before Capital	$ 172,550	$ 65,723	$ 430,134	$ 456,533	$ 473,644	$ 133,739	$ 154,756
Capital Funding Summary							
Net Debt Issues	$ -	$ -	$ -	$ -	$ -	$ 4,050,000	
Grants	70,658	2,475,124	525,200	-	2,530,247	-	3,498,419
Capital Projects	(123,990)	(2,884,308)	(802,900)	(563,500)	(3,176,610)	(829,942)	(7,040,675)
Net Cashflow from Capital	$ (53,331)	$ (409,184)	$ (277,700)	$ (563,500)	$ (646,364)	$ 3,220,058	$ (3,542,256)
Net Change in Working Capital	$ 119,219	$ (343,460)	$ 152,434	$ (106,967)	$ (172,719)	$ 3,353,797	$ (3,387,500)
Working Capital End of Year	**$ 802,799**	**$ 459,339**	**$ 611,773**	**$ 504,806**	**$ 332,087**	**$ 3,685,884**	**$ 298,384**
Minimum Target	*$ 56,232.82*	*$ 94,169.30*	*$ 87,170.10*	*$ 89,618.14*	*$ 94,968.48*	*$ 100,759.34*	*$ 107,032.98*
Target based on (10% of Operating Cost)							

City of Auburn
Airport Fund
Fund Balance Forecast

Link to TOC

SCENARIO 1B - More Jet Traffic (No Partnership)

Forecast	Actual 2018	Thru BA#1 2019	2020	2021	2022	2023	2024
Working Capital Beginning of Year	$ 683,580	$ 802,799	$ 459,339	$ 614,473	$ 507,533	$ 334,841	$ 2,722,973
Cashflow Forecast							
Operating Revenues	$ 970,114	$ 1,239,716	$ 1,314,135	$ 1,352,742	$ 1,423,356	$ 1,466,545	$ 1,572,560
Operating Expenditures	(562,328)	(941,693)	(871,701)	(896,181)	(949,685)	(1,007,593)	(1,070,330)
Existing Debt Service	(235,236)	(232,300)	(12,300)	-	-	-	-
New Debt Service	-	-	-	-	-	(240,878)	(401,464)
Net Cashflow before Capital	$ 172,550	$ 65,723	$ 430,134	$ 456,560	$ 473,672	$ 218,074	$ 100,767
Capital Funding Summary							
Net Debt Issues	$ -	$ -	$ -	$ -	$ -	$ 3,000,000	$ 2,000,000
Grants	70,658	2,475,124	475,000	-	2,530,247	-	178,168
Capital Projects	(123,990)	(2,884,308)	(750,000)	(563,500)	(3,176,610)	(829,942)	(7,096,951)
Net Cashflow from Capital	$ (53,331)	$ (409,184)	$ (275,000)	$ (563,500)	$ (646,364)	$ 2,170,058	$ (4,918,783)
Net Change in Working Capital	$ 119,219	$ (343,460)	$ 155,134	$ (106,940)	$ (172,692)	$ 2,388,132	$ (4,818,016)
Working Capital End of Year	**$ 802,799**	**$ 459,339**	**$ 614,473**	**$ 507,533**	**$ 334,841**	**$ 2,722,973**	**$ (2,095,043)**
Minimum Target	*$ 56,232.82*	*$ 94,169.30*	*$ 87,170.10*	*$ 89,618.14*	*$ 94,968.48*	*$ 100,759.34*	*$ 107,032.98*
Target based on (10% of Operating Cost)							

City of Auburn

Airport Fund

Fund Balance Forecast

Link to TOC

SCENARIO 2 - Maintain Current Operations

	Actual	Thru BA#1					
Forecast	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**
Working Capital Beginning of Year	$ 683,580	$ 802,799	$ 459,339	$ 614,473	$ 316,479	$ 50,398	$ (1,849,778)
Cashflow Forecast							
Operating Revenues	$ 970,114	$ 1,239,716	$ 1,314,135	$ 1,352,742	$ 1,698,588	$ 1,746,387	$ 1,779,159
Operating Expenditures	(562,328)	(941,693)	(871,701)	(896,181)	(949,685)	(1,007,593)	(1,070,330)
Existing Debt Service	(235,236)	(232,300)	(12,300)	-	-	-	-
New Debt Service	-	-	-	(289,054)	(289,054)	(570,079)	(570,079)
Net Cashflow before Capital	$ 172,550	$ 65,723	$ 430,134	$ 167,507	$ 459,850	$ 168,715	$ 138,751
Capital Funding Summary							
Net Debt Issues	$ -	$ -	$ -	$ 3,600,000	$ -	$ 3,500,000	$ -
Grants	70,658	2,475,124	475,000	-	2,530,247	-	-
Capital Projects	(123,990)	(2,884,308)	(750,000)	(4,065,500)	(3,256,178)	(5,568,891)	(4,660,562)
Net Cashflow from Capital	$ (53,331)	$ (409,184)	$ (275,000)	$ (465,500)	$ (725,931)	$ (2,068,891)	$ (4,660,562)
Net Change in Working Capital	$ 119,219	$ (343,460)	$ 155,134	$ (297,993)	$ (266,081)	$ (1,900,176)	$ (4,521,811)
Working Capital End of Year	**$ 802,799**	**$ 459,339**	**$ 614,473**	**$ 316,479**	**$ 50,398**	**$ (1,849,778)**	**$ (6,371,589)**
Minimum Target	*$ 56,232.82*	*$ 94,169.30*	*$ 87,170.10*	*$ 89,618.14*	*$ 94,968.48*	*$ 100,759.34*	*$ 107,032.98*
Target based on (10% of Operating Cost)							

City of Auburn
Airport Fund

Link to TOC

SCENARIO 2B - Maintain Current Operations - (No Property Purchase and Partnership on one hanger)

Fund Balance Forecast

Forecast	Actual 2018	Thru BA#1 2019	2020	2021	2022	2023	2024
Working Capital Beginning of Year	$ 683,580	$ 802,799	$ 459,339	$ 614,473	$ 868,303	$ 552,504	$ 223,965
Cashflow Forecast							
Operating Revenues	$ 970,114	$ 1,239,716	$ 1,314,135	$ 1,352,742	$ 1,617,478	$ 1,662,648	$ 1,733,496
Operating Expenditures	(562,328)	(941,693)	(871,701)	(896,181)	(949,685)	(1,007,593)	(1,070,330)
Existing Debt Service	(235,236)	(232,300)	(12,300)	-	-	-	-
New Debt Service	-	-	-	(337,230)	(337,230)	(337,230)	(337,230)
Net Cashflow before Capital	$ 172,550	$ 65,723	$ 430,134	$ 119,331	$ 330,564	$ 317,825	$ 325,937
Capital Funding Summary							
Net Debt Issues	$ -	$ -	$ -	$ 4,200,000	$ -	$ -	$ -
Grants	70,658	2,475,124	475,000	-	2,609,814	81,955	3,207,700
Capital Projects	(123,990)	(2,884,308)	(750,000)	(4,065,500)	(3,256,178)	(728,318)	(3,589,077)
Net Cashflow from Capital	$ (53,331)	$ (409,184)	$ (275,000)	$ 134,500	$ (646,364)	$ (646,364)	$ (381,377)
Net Change in Working Capital	$ 119,219	$ (343,460)	$ 155,134	$ 253,831	$ (315,800)	$ (328,539)	$ (55,441)
Working Capital End of Year	**$ 802,799**	**$ 459,339**	**$ 614,473**	**$ 868,303**	**$ 552,504**	**$ 223,965**	**$ 168,524**
Minimum Target	*$ 56,232.82*	*$ 94,169.30*	*$ 87,170.10*	*$ 89,618.14*	*$ 94,968.48*	*$ 100,759.34*	*$ 107,032.98*
Target based on (10% of Operating Cost)							

City of Auburn

Airport Fund

Fund Balance Forecast

Link to TOC

SCENARIO 3 - West Side Focus

Forecast	Actual 2018	Thru BA#1 2019	2020	2021	2022	2023	2024
Working Capital Beginning of Year	$ 683,580	$ 802,799	$ 409,339	$ 606,817	$ 860,301	$ 661,136	$ (529,184)
Cashflow Forecast							
Operating Revenues	$ 970,114	$ 1,239,716	$ 1,314,135	$ 1,352,665	$ 1,396,884	$ 1,438,008	$ 1,470,331
Operating Expenditures	(562,328)	(941,693)	(871,701)	(896,181)	(949,685)	(1,007,593)	(1,070,330)
Existing Debt Service	(235,236)	(232,300)	(12,300)	-	-	-	-
New Debt Service	-	-	-	-	-	(401,464)	(401,464)
Net Cashflow before Capital	$ 172,550	$ 65,723	$ 430,134	$ 456,484	$ 447,199	$ 28,951	$ (1,463)
Capital Funding Summary							
Net Debt Issues	$ -	$ -	$ -	$ -	$ -	$ 5,000,000	$ -
Grants	70,658	2,475,124	617,344	-	2,530,247	-	-
Capital Projects	(123,990)	(2,934,308)	(850,000)	(203,000)	(3,176,610)	(6,219,271)	(6,008,921)
Net Cashflow from Capital	$ (53,331)	$ (459,184)	$ (232,656)	$ (203,000)	$ (646,364)	$ (1,219,271)	$ (6,008,921)
Net Change in Working Capital	$ 119,219	$ (393,460)	$ 197,478	$ 253,484	$ (199,164)	$ (1,190,320)	$ (6,010,384)
Working Capital End of Year	**$ 802,799**	**$ 409,339**	**$ 606,817**	**$ 860,301**	**$ 661,136**	**$ (529,184)**	**$ (6,539,568)**
Minimum Target	*$ 56,232.82*	*$ 94,169.30*	*$ 87,170.10*	*$ 89,618.14*	*$ 94,968.48*	*$ 100,759.34*	*$ 107,032.98*
Target based on (10% of Operating Cost)							

City of Auburn
Airport Fund
Fund Balance Forecast

Link to TOC

SCENARIO 4 - Priority Focus for 2019 to 2024

Forecast	Actual 2018	Thru BA#1 2019	2020	2021	2022	2023	2024
Working Capital Beginning of Year	$ 683,580	$ 802,799	$ 459,339	$ 639,473	$ 2,140,628	$ 739,313	$ 543,903
Cashflow Forecast							
Operating Revenues	$ 970,114	$ 1,239,716	$ 1,314,135	$ 1,352,992	$ 1,641,039	$ 1,843,952	$ 1,895,939
Operating Expenditures	(562,328)	(941,693)	(871,701)	(896,181)	(949,685)	(1,007,593)	(1,070,330)
Existing Debt Service	(235,236)	(232,300)	(12,300)	-	-	-	-
New Debt Service	-	-	-	(385,405)	(385,405)	(385,405)	(385,405)
Net Cashflow before Capital	$ 172,550	$ 65,723	$ 430,134	$ 71,405	$ 305,949	$ 450,953	$ 440,204
Capital Funding Summary							
Net Debt Issues	$ -	$ -	$ -	$ 4,800,000	$ -	$ -	$ -
Grants/Partnerships	70,658	2,475,124	-	489,250	2,530,247	-	5,976,452
Capital Projects	(123,990)	(2,884,308)	(250,000)	(3,859,500)	(4,237,510)	(646,364)	(6,853,053)
Net Cashflow from Capital	$ (53,331)	$ (409,184)	$ (250,000)	$ 1,429,750	$ (1,707,264)	$ (646,364)	$ (876,601)
Net Change in Working Capital	$ 119,219	$ (343,460)	$ 180,134	$ 1,501,155	$ (1,401,314)	$ (195,411)	$ (436,397)
Working Capital End of Year	**$ 802,799**	**$ 459,339**	**$ 639,473**	**$ 2,140,628**	**$ 739,313**	**$ 543,903**	**$ 107,506**
Minimum Target	*$ 56,232.82*	*$ 94,169.30*	*$ 87,170.10*	*$ 89,618.14*	*$ 94,968.48*	*$ 100,759.34*	*$ 107,032.98*
Target based on (10% of Operating Cost)							

AIRPORT BOARD - TRACKING MATRIX

Capital Project Status

LEAD	PROJECT DESCRIPTION	CURRENT STATUS	WHAT'S NEXT	STAFF	START DATE	EST. COMPL. DATE	EST. COST
City/CW	Runway Enhancement Project – Design	Finalizing the plans, specification and estimate (PS&E). Project is scheduled to start bidding on July 2, 2019 and open bids on July 30, 2019.	Complete PS&E and submit to FAA for final review. Bid project and award of construction contract.	Wickstrom/ Mensonides	Jun-17	Jul-19	$ 333,333 (90/5/5)
City	Runway Enhancement Project – Property Acquisition	WSDOT Grant request was unsuccessful. Appraisal and appraisal review complete. Working with FAA to finalize offer letter to King County.	Submit offer letter and start negotiations with King County.	Wickstrom/ Mensonides	Jan-18	Dec-19	$ 500,000 (90/10)
City/CW	Runway Enhancement Project – Construction	WSDOT grant application has been submitted. Scheduled to award construction contract in summer of 2019 so FAA grant can be applied for and obligated this year. Construction of the project will be delayed to 2020 so construction can be complete in a single construction season which will be less disruptive to airport users.	Design phase completion. Obligating WSDOT grant if awarded. Applying for and obligating Federal Grant funding in 2019.	Wickstrom/ Mensonides	Sep-19	Jul-20	$ 1,833,333 (90/5/5)
City	Night Restrictions	Discussion with FAA is on-going on the steps necessary to remove the Instrument Approach Night Restrictions. FAA has identified several obstructions that must be addressed prior to the restrictions being removed.	Work with property owners to remove trees and light obstructions that are penetrating the surface per the AGIS study and provide documentation to FAA.	Mensonides	Aug-18	Nov-19	$50,000.00
City	Annual Maintenance and Repair	This project will begin necessary maintenance and repair work as identified in the 2018 Facility Condition Assessment.	Identify scope of work for 2019 funding and begin any design or contracting necessary to complete the work.	TBD	Mar-19	Dec-19	$ 100,000
City	Airport Security Camera and Gate Access Upgrade	This project will install security cameras and replace obsolete gate operator access control units. Staff is meeting with other airports to see what system would be a good fit at Auburn.	Identify the gates that are still in need of new operators and determine the camera system to install and locations.	TBD	May-19	Oct-19	$ 70,000
City/Consultant	West Side Preliminary Environmental Permitting	This project will conduct an analysis of the expected environmental permitting requirements associated with potential development of the west side of the Airport.	Project scoping.	TBD	Mar-19	Dec-19	$ 50,000
City	Hangar Replacement Program	This program will replace hangar facilities as they reach their end of service life. Funding in 2019 is intended to begin the design process which will continue through 2020.	Begin to scope the project.	TBD	Aug-19	Dec-20	$ 50,000