

Auburn Airport Advisory Board Notes for March 19, 2014

Board Members Present:

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

City Staff Present:

Shelley Coleman, Finance Director/Airport Supervisor
Bill Pelozo, City of Auburn, Councilmember
Lisa Moore, Facilities Manager

Visitors:

Mayor Backus
Bob Myers – Airport tenant
Cal Hunziker – AOPA Rep.
Jim Flynn - WPA
Rock Snodgrass- Airport tenant

Airport Management Present:

Jamelle Garcia
Kasey Maiorca
Linda Eskesen

Meeting Date: March 19, 2014

Time: 8:00 A.M.

Place: City Hall Annex Building Conference Room1, Second Floor

Introduction of Guests: Mayor Nancy Backus and other guests were introduced and welcomed to the Airport Advisory Board meeting.

Approval of Minutes: A motion was made and seconded to adopt the Advisory Board minutes of January 15, 2014.

Old Business: Mr. Garcia reviewed the notes from the February 19th meeting which included services provided at surrounding area airports and moving the Airport Advisory Meetings to the 506 building.

New Business

Review of Hangar Row 3 Enclosure Project: Aviation Management Group indicated at least 7 potential tenants have paid \$50.00 to be on a waitlist for a closed hangar. Also, many inquiries for closed hangars are being received at the airport office from owners of experimental aircraft. Aviation Management Group suggested enclosing hangar row 3 to accommodate those needs. Green River Community College representative, Yvonne Huang visited the airport to see if GRCC could assist the City in this project utilizing various trade programs for framing the hangars and adding metal doors. Chairman Babcock inquired how the enclosures would be financed. Ms. Coleman said she would review the funding options. A suggestion was made to add T Hangar Development to the matrix as #31.

Proposed New Layout for Agenda and Matrix: Mr. Garcia said he would like to present a new layout for the agenda and matrix at the next meeting.

Proposed Moving AAB Meeting to 506 Building Starting April: A lengthy discussion on the current condition of the 506 remodel ensued. Ms. Coleman indicated additional repairs were needed to fix deterioration of the wooden structure supporting the window sills not observed in the initial remodel plan. If the northwest windows are replaced Ms. Coleman would need to ask Council for additional funds.

Lisa Moore, facilities manager gave a progress update on the building repairs. Painting is complete, new lighting fixtures have been installed and additional ones will be installed in the front office area replacing the current fixtures. Currently three contractors will be giving quotes to repair the structure below the west side windows of the building and also the cost for half windows depending on the amount of repair required. Carpet installation is due to start on March 20. Ms. Coleman has moved the 506 building maintenance to City facilities department for an annual fee.

Mr. Garcia inquired if Aviation Management Group could move to the back 600 ft. of the 506 bldg. while the work continued on the front portion of the building to avoid delay. There were no objections.

Discussion: WIFI- Ms. Coleman said the City IT department is looking at the infrastructure at the airport to see if WIFI is possible, and the areas it could/should be placed. A motion was made to put WIFI as #32 line item on matrix.

The Matrix was reviewed.

Meeting adjourned at 9:57 A.M.

Respectfully submitted,
Airport Management Group, LLC
On behalf of the City of Auburn

The next AAB meeting is April 23, 2014