

Auburn Airport Advisory Board Minutes for January 15, 2014

Board Members Present:

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

City Staff Present:

Bill Thomas, Economic Development
Shelley Coleman, Finance Director/Airport Supervisor
Bill Pelosa, City of Auburn, Councilmember

Visitors:

Cal Hunziker - AOPA
Bob Myers
Yvonne Huang - GRCC
Jim Flynn - WPA

Airport Management Present:

Jamelle Garcia
Kasey Maiorca
Linda Eskesen

Meeting Date: January 15, 2014

Time: 8:00 A.M.

Place: City Hall Annex Building Conference Room1, Second Floor

Introduction of Guests

Approval of Minutes:

A motion was made and seconded to accept the Airport Advisory Board Minutes of December 18, 2013.

Old Business: None

New Business:

FAA reassigned staff for compliance and grants:

Mr. Garcia reported a new FAA Airport District Office (ADO) staff has been assigned to the Auburn Airport and will tour the airport on January 22nd.

Discussion:

Saturday Airport Office Closure – Mr. Babcock advised the AAB that he had been contacted regarding the new airport office hours. The discussion included that some people had complained that with the airport office being closed on Saturdays leaves no place for them to meet.

A review of possible airport improvements – One of the improvements included reconfiguring the airport entrance to the 506 building from 22nd Street. Ms. Coleman recommended that City Engineering do a cost estimate for the project. Other improvements are possible new structures at the south east and/or north east areas of the airport.

506 Building update: Ms. Coleman reported that repairs to refurbish the building are estimated to be \$30, 000.00, not including new windows and HVAC improvements. The City of Auburn facilities staff is managing the project. No timeline has been set for completion of the update. The funding for this project will be coming from the Airport Enterprise Fund.

Airport Revenue Review – Mr. Garcia presented a recap of the revenues generated at the airport, year ending 2013.

The Matrix was reviewed and revised per discussions by members. The following projects will be added to the matrix; remodel of airport entrance at 22nd and 'E' St., lead is City of Auburn, and adding Jet A fuel service availability, lead is AMG.

Meeting adjourned at 9:25 A.M.

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

The next AAB meeting is February 19, 2014