



## **Airport Operating Board Meeting Minutes** **May 18, 2017**

Chairman: Called to Order at 3:01 p.m.

Roll Call and Pledge of Allegiance:

- David Futcher, Chet Makinster, Doug Averett, absent is Arne Mortenson

Meeting Minutes – Approve April Meeting Minutes (**action**)

- Motion was made by D. Futcher to approve the minutes, 2<sup>nd</sup> by D. Averett. All voting yes; Motion carries

Treasurer's Report for April – Brian Butterfield – no action required

March General Claims Update (**action**)

- Motion was made by D. Futcher to approve March claims, 2<sup>nd</sup> by D. Averett. All voting yes; Motion carries.

April General Claims (**action**)

- Motion was made by D. Futcher to approve April claims, 2<sup>nd</sup> by D. Averett. All voting yes; Motion carries

Public Comment Period (public comment cards are available)

- Dwight Irby – EAA provided a \$1,000 scholarship to J. Strickland. Taking flying lessons at this airport.

Motion to adopt amended Board Rules of Procedure present in April's meeting (**action**)

- Motion was made by D. Futcher to approve the Board Rules of Procedure, 2<sup>nd</sup> by D. Averett. All voting yes; motion carries

Motion to adopt addendum to ILA between City of Kelso and SWRA (**action**)

- Motion was made by D. Averett to approve the ILA between the City of Kelso and SWRA, 2<sup>nd</sup> by D. Futcher. All voting yes; motion carries.

Motion to accept the proposed Strategic Planning Committee as presented by the airport manager (**action**)

- C. Paolini reviewed the members he chose for community representation as well as airport representation.
- Motion was made by D. Averett to approve the Strategic Planning Committee as

presented by the airport manager, 2<sup>nd</sup> by D. Futcher. All voting yes; motion carries

#### Hangar/Building Occupancy Report (**update**)

- Now have 3 hangars that were previously not rentable that are now rentable due to new land lease on the west side. Still 100% occupied w/7 names on the waiting list.

#### County Rural Grant Funds - Airport Reallocation (**update**)

- Reallocation of funds was 100% approved – C. Paolini briefly reviewed each project the monies are allocated to.

#### 2017 Airport Open House (**update**)

- July 22<sup>nd</sup> – 11:00 a.m. – 3:00 p.m.
- 16 Aircraft confirmed. Please spread the word to any other potential aircraft owners who may be interested in bringing their aircraft.
- 23 confirmed vendors/community crafts/kids activities
- 2 food trucks – looking to get more
- Working with The Chamber to get sponsors to help offset costs
- No additional insurance required
- Final costs will be presented at next monthly

#### Airport Manager Report

- Grant applications – 3 of the 4 applications have been turned in; the 4<sup>th</sup> will be turned in next week.
- Gutter repairs on the FBO have been completed
- Honda Jet Development Update – Still in progress. If approved, still bringing 11 new jobs into the area. Some potential issues: The company does not sell actual marijuana but they do sell marijuana packaging equipment so FAA has some reservations, These jets require at least a 4000' runway with perfect/dry conditions. Ours is longer but is often wet; representative is checking with insurance company to get authorization.
- Met with school board – Superintendents are very supportive of math/science competition in the 2018/2019 school year.
- WAMA Conference Take Aways and Updates
  - LED Lights are cheaper on electricity but not to replace if broken so LED projects are not always the cheaper route especially in areas that get snow as they are more prone to breakage from snow and ice removal equipment.
  - WA State Passport Program – Pilots get rewarded for visiting into participating airports either by plane or by car. Launch is scheduled for Puyallup NW Aviation Conference in February 2018. This will be a good program that will hopefully result in seeing more aircraft activity at the airport.
  - Infrastructure and maintenance lifecycle planning lessons. Will incorporate “lessons learned” into our strategic plan.
  - UAV Operations – FAA is just as overwhelmed as we are. WSDOT Aviation only has jurisdiction over Washington. 2 airports have created city ordinances to limit where UAV's can fly. However, the legality is questionable, C. Paolini will continue to monitor for lawsuits and the results of those lawsuits to determine our best course of action.
- Fire inspection last month passed with no issues

- Damage to Fence on Talley Way by Watkins – Driver is uninsured but airport will pursue reimbursement for the costs of repairs once completed.
- Presented at Longview Rotary
- CEDS Grant Applications submitted – S. Pacific Ave road surface rehabilitation

#### Airport Board Member Reports

No Reports

#### Opportunity for each board member to provide relevant updates (if any)

- C. Makinster – Good Rotary presentation – the group is excited for what is happening with the airport.
- D. Fatcher – TDN will be contacting C. Paolini; write a story on what's been going on with the airport
- C. Paolini – Set up with The Port to speak in June to give a 6 month progress report. Will update the County as well

Review of follow-up items identified in today's meeting.

Board chairman: Wrap up and announce next Board Meeting date (June 15, 2017) – Adjourn @3:40 p.m.