



Airport Operating Board Meeting Minutes **May 18, 2023 @ 3:00 pm**

Chairman: Call to Order by D. Averett at 3:02 p.m.

Roll Call and Pledge of Allegiance:

D. Averett, B. Wood, and M. Wallin present, A. Mortensen not present.

Approve Meeting Minutes (action)

M. Wallin moved to approve the April meeting minutes. B. Wood seconded the motion. All voted yes; motion passes.

M. Wallin moved to approved the May special meeting minutes. B. Wood seconded the motion. All voted yes; motion passes.

Treasurer Report for April:

Operating Revenue:	\$59,659	
Total Expenses:	\$153,228	
Operating Expenses:	\$84,421	
Capital Expenses:	\$68,807	
Total Cash:	\$1,413,815	Unrestricted: \$994,314

April General Claims (action)

M. Wallin moved to approve the May General Claims. B. Wood seconded the motion. All voted yes; motion passes.

Citizens Business

None

Board Business:

Resolution 23-002 WSDOT Grant Match Guarantee – B. Wood moved to approve Resolution 23-002. M. Wallin seconded the motion. All voted yes; motion passes.

Hangar Roof Replacement Project Quote Approval – M. wallin moved to approve airport manager C. Paolini to enter a contract with Safe Cover Roofing LLC in the amount of \$79,500.00 for the Hangar 46-47 Roof Replacement Project. B. Wood seconded the motion. All voted yes; motion passes.

Hangar/Building Occupancy Report (update)

97% occupancy. 41 names on the list. 37 of those are for aviation use.

Airport Manager's Report:

C. Paolini gave updates on the following:

- Monthly flight data update showing steady and consistent flight activity compared to activity prior to new FBO ownership.
- Fuel system procurement project is underway. Due to expected supply chain issues, we don't expect to see the new tanks up and running until 1st quarter 2024.
- The Airport attorney has sent out the draft operating ILA to each of the governing entities.
- Discussion regarding potential tenant for the office building.
- Mowing, weeding, and spraying are well under way.
- Two smaller projects, electrical repair, and drainage repair, are in process.
- Expect to have new lease for Hangar 54 by next meeting.
- FAA and WSDOT grant for the TWY/Apron project design have been submitted.
- Attended a WSDOT aviation sustainability working group exploring cost saving ideas and tools and equipment to improve operational efficiency. Will continue to monitor technology as opportunities arise.
- Attended a pre-planning meeting for a potential new hangar construction on the west side of the airfield. Will keep Board updated on any progress.

Airport Board Member Reports

B. Wood – None

M. Wallin – None

A. Mortensen – N/A

D. Averett – None

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

None

Adjourn Board Meeting

Board chairman adjourned meeting at 3:36 p.m. and announce next board meeting date June 15, 2023 at 3:00 p.m.