



SOUTHWEST WASHINGTON REGIONAL AIRPORT  
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## **Airport Operating Board Meeting Minutes**

**June 20, 2024 @ 3:00 pm**

**Chairman: Call to Order by B. Wood at 3:01 p.m.**

### **Roll Call and Pledge of Allegiance:**

B. Wood, A. Erickson, A. Mortensen present, K. Young not present.

### **Approve Meeting Minutes (action)**

**A. Erickson** moved to approve the May meeting minutes. All voted yes; motion passes.

### **Treasurer Report for May:**

Operating Revenue:	\$89,915.00	
Total Expenses:	\$422,663	
Operating Expenses:	\$132,508	
Capital Expenses:	\$290,155	
Total Cash:	\$940,283	Unrestricted: \$940,283

### **May General Claims (action)**

A. Erickson moved to approve the amended May General Claims. All voted yes; motion passes.

### **Citizens Business**

**None**

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

100% occupancy. 54 names on the list. 31 of those are for aviation use.

### **Airport Manager's Report**

#### **Project Updates -**

**Hangar Construction Update - Hangars 37-39 were placed under a 90-day Due Diligence Agreement with Steve Hixson to construct a 75x50 executive hangar with covered parking for a field mower. Row E of the T-Hangars have had a lot interest in the potential for a pre-application meeting.**

**Taxiway/Apron Paving - During the meeting on June 10, 2024 with Century West Engineering, the recommendation was to proceed with FAA approvals and current milestone dates with the exception of the construction date. The construction date will be set out to May-June of 2025. This does not have any effect on FAA funding for 2024 or 2025.**

**Hazel Street Overpass - The document that was sent to the FAA was returned this morning pointing out a discrepancy between the write-up on the sheet that explains what actions would be occurring in the corner and the diagram depicting it. These were sent it to C. Stommel to review and amend to reflect correctly between the write-up and the diagram. After which, it will be sent back to the FAA for approval.**

**Fuel Tank - Tank delivery and landing occurred on June 14, 2024. Electrical connections are being done this week. Measurements were taken for pipe fitting with fabrication being done next week. Upon completion of pressure testing and certification, the expected operational date is July 1, 2024.**

**Runway Project - CenturyWest is complete with the preliminary assessment - now to FAA to classify for NIMFS assessment.**

#### **Airport Board Member Reports**

B. Wood – Good to see new tanks installed. Looking forward to seeing them in operation.

K. Young – not present

A. Mortensen – None

A. Erickson – Attended WA Ports Association Conference; WA State collects aviation fuel tax. The State is required to return those to airports. There is a group pursuing the lawful return of those funds.

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

**None**

#### **Adjourn Board Meeting**

**Board chairman: Wrap up at 3:35 p.m. and announce next board meeting date (July 18, 2024 at 3:00 p.m.).**