



SOUTHWEST WASHINGTON REGIONAL AIRPORT
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Airport Operating Board Meeting Minutes

April 21, 2022 @ 3:00 pm

Chairman: Call to Order by Mike Wallin at 3:02 p.m.

Roll Call and Pledge of Allegiance:

Allan Erickson, Mike Wallin, Brian Wood, Arne Mortensen present.

Approve Meeting Minutes (action)

A. Erickson moved to approve the March meeting minutes. A. Mortensen seconded the motion. All voted yes; motion passes.

Treasurer Report for March:

Operating Revenue:	\$51,474	
Total Expenses:	\$119,801	
Operating Expenses:	\$62,155	
Capital Expenses:	\$57,646	
Total Cash:	\$1,067,551	Unrestricted: \$849,453

March General Claims (action)

A. Mortensen moved to approve the March General Claims. B. Wood seconded the motion. All voted yes; motion passes.

Presentation

Strategic Plan Update Report: SWOT Analysis & Goals: C. Paolini gave a presentation regarding the status of the SWOT Analysis and the airport goals section of the current Strategic Plan. Included in this presentation were the additions and deletions to the strengths and weaknesses and threats to the airport.

Discussion regarding marketing, signage and branding ensued. "what image are we trying to portray?"

Citizens Business

None

Hangar/Building Occupancy Report (update)

98% occupancy. 49 names on the list. 45 of those are for aviation use.

Airport Manager's Report

C. Paolini gave update on monthly aircraft activity. Slowdown in traffic at start of April due to snow storm.

Due to fuel tank project difficulties this last month, unable to prepare hangar rate discussion for meeting. Hope to have something ready at next meeting.

Continue to work with City on Hazel St. Bridge encroachment issue on airport property, no significant changes to the update. City is supportive of vacating a portion of Douglas St which would result in a net decrease in area impacted within RPZ.

Submitted grant applications with seven letters of support to all three representatives for financial assistance with fuel tank project.

C. Paolini showed a potential plan B for fuel tank project by relocating fuel tanks by wash rack and repurpose wash rack. Reviewed pros and cons of Plan A and Plan B locations.

C. Paolini advised the Board that it has been determined that airport is required to have its own SWPPP. Working with engineering firm for plan.

Airport Board Member Reports

B. Wood – None

M. Wallin – Calls w/several agencies. Will talk with Longview Parks & Rec about marketing the potential events at the Airport.

A. Mortensen – Possibly taking over a large portion of the old Macy's Building for their reorganization plans

A. Erickson – None

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

C. Paolini will look into marketing options and pricing

Adjourn Board Meeting

Board chairman: Wrap up at 4:29 p.m. and announce next board meeting date (**May 19, 2022 at 3:00 p.m.**).