



SOUTHWEST WASHINGTON REGIONAL AIRPORT  
2222 S. PACIFIC AVE KELSO, WA 98626  
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## **Airport Operating Board Meeting Minutes**

**October 17, 2024 @ 3:00 pm**

**Chairman: Call to Order by B. Wood at 3:00 p.m.**

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

B. Wood, A. Mortensen, K. Young, A. Erickson.

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

**K. Young** moved to approve the September meeting minutes. A. Erickson seconded the motion. All voted yes; motion passes.

### **Treasurer Report for September:**

Operating Revenue:	\$162,890	
Total Expenses:	\$1,255,031	
Operating Expenses:	\$280,011	
Capital Expenses:	\$975,020	
Total Cash:	\$397,760	Unrestricted: \$397,760

### **September General Claims (action)**

A. Erickson moved to approve the amended September General Claims. K. Young seconded the motion. All voted yes; motion passes.

### **Citizens Business**

**Hudson - Has spoken with folks at Central Washington University regarding the flight program via Kelso High School and it looks like students enrolled in this course qualify for college credit.**

**Fuel sale numbers since August when the new fuel system came online have increased making it more consistent throughout the week as opposed to peak days only being Saturday and Sunday.**

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

100% occupancy. 60 names on the list. 31 of those are for aviation use.

The white Albatross that is currently parked on the NW corner of the airfield will be moving back to the North ramp on October 31<sup>st</sup>.

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

#### **Project Updates -**

**Hangar Construction - Electronic documents have been submitted to FAA via their website.**

**Steve Anderson assumed the land lease rights from Jeff Powell to construct an executive hangar on lots G1/G2.**

**C. Stommel drafting a land lease for Steve Hixson to build corner box hangar on the NW corner of the air field.**

**C. Stommel has contacted FAA directly to try and get the current status of all projects.**

**Hazel St. Bridge update - The agreement between the City of Kelso and the FAA to move forward with the project has been reached. All easements and rights of way inside the North RPZ will be given back to the FAA and airport in exchange for a "long term" lease for the area needed for the S. 3<sup>rd</sup> on the east side of the bridge.**

**Taxiway/Apron Paving Update - Construction is still set to take place May-June 2025.**

**Fuel Tank Project - Soil samples in the area of the old hose reels showed light contamination. Required removal was done on October 14, 2024 - less than a yard of material.**

**A light pole for the new fuel farm remains outstanding with no current ETA.**

**Runway Replacement - We are in the design phase for the new lighting system**

**FAA was on site the week of 9/30 to conduct upgrades to the AWOS/RCO system. They have switched from copper to fiber. There was not any cost to the airport for this upgrade.**

**CIP meeting - A meeting was conducted with the FAA and Century West on 10/10/2024 where a list of projects and funding allotments were outlined for 2025-2030.**

**Airport truck - Logo stickers have been received and applied. Still awaiting delivery of the diesel slip tank. Day Wireless is set to order and install required caution lights and a VHF radio. No installation date has been set yet.**

**Potential Airshow - There are a lot of logistics to work out but we are hoping to coordinate this event for the end of August.**

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

**B. Wood – None**

**K. Young – None**

**A. Mortensen – None**

**A. Erickson – None**

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

**None**

#### **Adjourn Board Meeting**

**Board chairman: Wrap up at 3:32 p.m. and announce next board meeting date (November 14, 2024 at 3:00 p.m.).**