



Airport Operating Board Meeting Minutes

June 18, 2025 @ 3:00 pm

Chairman: Call to Order by B. Wood at 3:03 p.m.

Roll Call and Pledge of Allegiance:

B. Wood, A. Erickson, MaryAlice Wallis present for Keith Young, Steve Rader not present.

Approve/Amend the Agenda (action)

A. Erickson moved to amend the agenda to remove item 5.1 – Review/Approve Draft 2026 Airport Operating Budget and set a Special Meeting next week for that item only. B. Wood seconded the motion. All voted yes; motion passes.

Approve Meeting Minutes (action)

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

Treasurer Report for May:

Operating Revenue:	\$116,247	
Total Expenses:	\$180,987	
Operating Expenses:	\$130,572	
Capital Expenses:	\$50,415	
Total Cash:	\$1,154,491	Unrestricted: \$1,154,491

May General Claims (action)

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

Citizens Business

Garnet - EAA - Helping to remove "dead" aircraft that belongs to a member.

Hangar/Building Occupancy Report (update)

100% occupancy. 66 names on the list. 36 of those are for aviation use.

Airport Manager's Report

Project Updates -

Taxiway/apron Paving - Construction began May 27, 2025. Paving is scheduled for June 24, 2025.

Runway/Lighting - All grant application were submitted and received by the respective agencies.

Hangar Construction - Received a phone call from Mr. Hixon yesterday. He will be in the office

next week to sign the land lease and begin deconstruction of old hangar and construction of the new one. New hangar won't be complete until approximately October due to lead time.

General Updates

C. Stommel made a presentation to the Kelso Rotary Club on May 29, 2025 at the Kelso Elks Club updating the group on all of the projects in progress here at the airport as well as the other upcoming activities we have planned.

C. Stommel conducted an onsite interview for a potential part-time employee to handle some of the general mowing and maintenance for the airport. An offer was extended but declined.

Cowlitz County Work Crew cut the weeds down in the Parrott Way ditch on May 16th. We are currently on their schedule to have it done once a month through October.

There are 2 derelict aircraft on the north apron of the airport.

1. Tan Warrior: Span-A-Flight. A Notice of Removal letter was issued June 6, 2025 notifying the owner to have it removed from the airport not later than June 30, 2025. After which time, per IAW KMC 13.12.250, 13.12.780, we will begin issuing citations.

2. Red Cardinal: The owner is working with the local EAA to have it removed not later than June 30, 2025

July 13 Fly-in:

The following food vendors have confirmed participation for the event:

Wing Lord (chicken wings)

Los Altos (Mexican food)

Let's Get Franks (hot dog cart)

Double J food truck (burgers/sandwiches)

Ramble On Coffee (coffee truck)

Six receptacles have been ordered for delivery from Waste Control on 7/11 pick up 7/15

Four restroom units and one handwash station has been ordered from United Site Services for delivery 7/11, pick up 7/15

We received permission from Bo Storedahl via phone call on June 11, 2025, to use their back parking lot as overflow parking, if needed, for the event.

Local EAA has volunteered to control traffic and marshal aircraft as needed throughout the event. Cascade Air will be assisting in aircraft placement.

The required event permit was submitted to the City on June 12, 2025.

Airport Board Member Reports

B. Wood – None

MaryAlice Wallis for K. Young – None

S. Rader – N/A

A. Erickson – None

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

Nothing

Adjourn Board Meeting

Board chairman: Wrap up at 3:33 p.m. and announce next board meeting date (July 17, 2025 at **3:00 p.m.**).