



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

**April 18, 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, A. Erickson present, Keith Young not present.

**Approve Meeting Minutes (action)**

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

**Treasurer Report for March:**

Operating Revenue:	\$476,625	
Total Expenses:	\$368,197	
Operating Expenses:	\$68,042	
Capital Expenses:	\$290,155	
Total Cash:	\$591,263	Unrestricted: \$591,263

**April General Claims (action)**

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

**Citizens Business**

**None**

**Action Item**

Part-Time Maintenance Position – A. Erickson motioned to give support to the City of Kelso to hire a part-time airport Maintenance position. A. Mortensen seconded the motion. All voted yes; motion passes

Task Order No. 9: Century West – A. Erickson moved to approved Task Order No. 9 in the amount of \$31,671.66. A. Mortensen seconded the motion. All voted yes; motion passes.

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

100% occupancy. 50 names on the list. 30 of those are for aviation use.

**Airport Manager's Report**

**Transition Planning –**

**New manager has accepted position. Craig Strommel. Begins May 6, 2024. He will work two days a week in person and 3 virtual for the first 6 weeks or so.**

**Project Updates –**

**Fuel tanks will be delivered next month. Approximately May 17<sup>th</sup>**

**Apron Project is still moving forward. We are working with FAA to allocate the funding.**

**Runway Project is not dead. After conversations with Mary Vargas at FAA, we were advised to continue moving forward at this time and should we need to switch gears as we get closer to the end of the grant cycle, we can do so. The required Biological assessment does not expire so it will be applicable for all paving projects moving forward.**

**Airport Board Member Reports**

B. Wood – Happy to be involved in the hiring process for the new manager. Looking forward to see where the airport goes from here.

K. Young – Not present

A. Mortensen – None

A. Erickson – None

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

**Finance to return w/definition of what the (\$60k) is.**

**Adjourn Board Meeting**

**Board chairman: Wrap up at 3:38 p.m. and announce next board meeting date (May 16, 2024 at 3:00 p.m.).**