



SOUTHWEST WASHINGTON REGIONAL AIRPORT  
2222 S. PACIFIC AVE KELSO, WA 98626  
PHONE: (360) 261-8268

## **Airport Operating Board Meeting Minutes**

**September 15, 2002 @ 3:00 pm**

**Chairman: Call to Order by M. Wallin at 3:00 p.m.**

**Roll Call and Pledge of Allegiance:**

M. Wallin, A. Erickson, A. Mortensen, B. Wood present.

**Approve Meeting Minutes (action)**

**A. Erickson** moved to approve the August meeting minutes. **B. Wood** seconded the motion. All voted yes; motion passes.

**Treasurer Report for August:**

Operating Revenue:	\$122,000	
Total Expenses:	\$306,066	
Operating Expenses:	\$229,868	
Capital Expenses:	\$76,198	
Total Cash:	\$1,303,229	Unrestricted: \$783,336

**August General Claims (action)**

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

**Citizens Business**

**Mark Smith** spoke about the insurance issues he was having in regards to renting Hangars 50-51 for the use of an FBO Maintenance Facility. The initial contract states the need for a separate policy to cover automobiles on the airfield. It has been discovered the current insurance policy covers that as well so a separate policy is not required. **C. Paolini** briefly informed the Board there were complications during the lease negotiations as a result of interpretations of the minimum standards and insurance requirements. **C. Paolini** provided a brief explanation of the minimum standards and advised the new insurance information resolved the issue. Discussion followed. The Board gave their support to **C. Paolini** to act within his authority to enter into the contract with **Mark**.

**Action/Motion Items:**

N/A

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

97% occupancy. 38 names on the list. 34 of those are for aviation use.

## **Airport Manager's Report**

**C. Paolini gave a manger's report on the following items:**

**The Runway 30 PAPI light repair is underway. The replacement parts from Oregon are here and Paolini is working on the repairs.**

**C. Paolini showed the Board a revision to the budget tracking sheet showing a cash balance allocation for various projects. C. Paolini reviewed the projects that Airport savings were set aside for. Discussion followed.**

**C. Paolini showed monthly update on aircraft operations at the airport still showing healthy activity.**

**C. Paolini shared that Mr. Wilson, who restored the airport beacon, is willing to store the beacon free of charge in order to get it off the grass and out of the weather. We currently have an MOU with Mr. Wilson that we can continue to operate under. C. Paolini with verify with airport attorney. Board supported the course of action.**

**C. Paolini shared that WSDOT recent announced that the Community Aviation Revitalization Board (CARB) Loan program was changed to allow for loans up to \$1.2 million from the previous \$750,000. C. Paolini suggested this may be an opportunity for the Board to consider that would allow the airport to move forward with the fuel system replacement project. C. Paolini advised additional discussion with more detailed in a formal presentation can be given next month but that he wanted to make the Board aware of the potential opportunity. Discussion followed.**

**C. Paolini reported that he's been working on a frequency change for the airport for the past 1 1/2 years is happy to report it will take affect on December 29, 2022. This will remove much of the congestion our airport receives from other local airports sharing the same frequency. This will significantly improve airport safety as pilots are able to coordinate with each other without the radio congestion from other airports blocking or delaying transmissisons.**

## **Airport Board Member Reports**

**B. Wood – None**

**M. Wallin – 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 4:00 p.m. and announce next board meeting date (October 20 , 2022 at 3:00 p.m.).**