



MINUTES OF BOARD MEETING
Thursday, April 10, 2008

Call to Order:

Chairman Kathleen Johnson called the meeting to order at 3:03 p.m., at the FBO, 2215 Parrott Way.

Those present were as follows:

Airport Board Staff:

Kathleen Johnson, County Commissioner
Ken Botero, City of Longview
Joe Wheeler, City of Kelso

Staff

David Sypher, Public Works Director
Denny Wise, Airport Manager
Don Bell, Assistant Airport Manager
Becky Hill, Department Assistant

Approval of Minutes: Motion to approve the minutes of March 13, 2008 – Approved

Approval of Vouchers: None to approve

Other Business: The following ‘other business’ was discussed:

- b. **Hangar Construction Proposal (amended item)** – David gave some clarification on wording about lease terms, condition of the building when it is returned to the City. Ken Botero would like to have a glossary of terms as well as the Kelso Municipal Codes that reference the different building codes throughout the proposal inserted at the back of the proposal. Joe was concerned that if they are sold like a condo would be, if they would still have to adhere to all the rules our other tenants do regarding what is to be stored in them and what is able to be done to them to do with aircrafts. They will not be open for just any kind of storage. Clarification was made that after the lease is up, the hangars will then belong to the City. The land will always belong to the City. Motion was made by Joe Wheeler for the Airport Board to take and accept the proposal and contingent on the City Attorney’s approval to go to City Council as a walk-on item for their approval. Ken Botero seconded. Motion carried, all saying yes.
- c. **Hangar Rental Rates** – The wording in the proposal that was presented is how the rates for the new hangars will stay.

Public Comment:

Don Bell asked if there was an alternative person for Joe Wheeler. Joe said that there was but he did not know who it was.

FBO Report: We are coming out of the winter months so flying at the airport has picked up. We are holding practice tests today.

Hangar Vacancy Update: 35 on the hangar waiting list. Deposits were discussed. Letter is still on table for City Council approval. Denny said there is a lot of interest in corporate hangars. He has a list of 6 requests for these types of hangars.

Airport Manager Report:

- a. Written reports were given to each board member. – Lights are still ok. No noise or accidents this month.
- b. We are out of the winter season and both mowers have been serviced and mowing is starting up. Blades were replaced on one.
- c.

Other Business: The following ‘other business’ was discussed:

- d. **Master Plan Update** – We had 6 consultants send in applications to the RFQ and we put together a selection committee with COG and Jerry Sorrell to select URS, as the consultant working on the Master Plan Update. Meeting is set for 4/16 with FAA, must be ready for approval by this board and the City Council by May 6th, FAA has given us until June 1st, they might not have money to do this plan if we are after that date.
- e. **Security Plan Comments** – We are ready to start but need input from airport board.
- f. **State Security Plan** – Denny is working on the plan for the State in order for us to receive a \$5,000 grant for a camera, we will know April 18th if we got the grant.
- g. **Manager Duties Negotiations** – Currently ongoing. Ken Botero ask the question why the Airport FBO and the Airport Manager are the same? David gave a brief summary as to the history and why we are temporarily doing this.
- h. **Letter on Hangar Lock** – Letters were sent out about locks. Situations are rectified except a couple.

The next meeting will be May 8, 2008 at 3:00 p.m.

Meeting adjourned at 4:22 p.m.

Approved:

Becky Hill, Recording Secretary

Kathleen Johnson, Chairperson