



The logo features a stylized airplane in flight, positioned over a globe. The globe is partially enclosed by a circular border containing the text 'KELSO-LONGVIEW'. Below the globe, the word 'AIRPORT' is written in a rectangular box. The entire logo is rendered in blue and white.

KELSO-LONGVIEW REGIONAL AIRPORT
“Molt Taylor Field”

Airport Board Meeting
City Council Chambers
203 S. Pacific, Kelso WA 98626
Thursday, December 11, 2008

Those present were as follows:

Airport Board:

Kathleen Johnson, County Commissioner
Gerald Malella, City of Kelso
Ken Botero, City of Longview
Darold Dietz, Port of Longview

Staff

David Sypher, Director of Public Works
Becky Hill, Department Assistant
Denny Richards, City Manager
Don Bell, Assistant Airport Manager

1. Workshop: Proposed 2009 Budget – workshop ended at 3:50
2. Meeting called to order at 4:00 by Chairperson Kathleen Johnson
3. Approval of Minutes of October 9, 2008 – Approved
4. Acknowledgment of Vouchers submitted for payment in November 2008 in the amount of \$6,609.38 - voucher expenditures acknowledged
5. Public Comments – None
6. FBO Written Report – attached and there were no questions from the board.
7. Airport Manager Report – attached (includes hangar waiting list, repair updates and Wildlife Management
8. Security Plan- Will leave on for one more month. 2/1 is the target date for the security plan to be in place.
 - b. Master Plan Update – The Master Plan is progressing on schedule.
 - c. Hangar Construction Update – two of the 4 hangar building pads have been poured, 10 T-Hangars with one and 1 corporate hangar on the other.
 - d. Life Flight Update – we are continuing to prepare our airport for air ambulance service.

Next meeting January 8, 2009 at 3:00 PM at City Council Chambers at 203 S. Pacific.

Meeting Adjourned at 4:30 pm.

Becky Hill, Recording Secretary

Kathleen Johnson, Chairperson



Budget Workshop
Airport Board
Thursday, December 11, 2008

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Budget workshop was continued. The board was asked to set their priorities which resulted in the **list as attached**.

The board was asked to suggest priorities for the expenditure of the Airport Budget.

Some of the suggestions were:

Unforeseen hangar repairs – (hanging doors, leaks in roofs etc.) It was noted that as requested hangar rents increases would go for repairs to roofs, and miscellaneous hangar repairs. The \$9000.00 budgeted accounts for the 25% of the hangar rate increase for all hangar maintenance and is not specifically for "A" or Sullivan Hangar repairs, which conforms to the original board motion.

Building repairs:

Gutters for hanger "A": David noted that the hangars were designed to not need gutters. If we want gutters the installation of gutters for Hangar "A" could run at least \$10,000.00 to \$15,000.00, we have asked for a design which will cost approximately \$110.00.

Crack Sealing/Painting: next year we plan to go out and get 3 quotes.

Wildlife Management Plan: We do not know how much implementation of The Wild life Management Plan will cost at this point. When we get all of the items like the Master Plan and the Wildlife Plan, then we will have a better idea for costs. It was also noted that Department of Ecology controls mitigations for wetlands.

Mr. Malella asked Denny to maybe give the city another proposal for the restroom improvements.

Unfunded Airport Maintenance projects

2008 identified General "Field" Improvements

1.	Runway "dip" problem	\$9,400.00
2.	Overlay FBO east Parking lot CIP	\$30,000.00
3.	2222 S. Pacific Paving Front, back and side CIP	\$13,000.00
4.	Rotating beacon Paint and Maintenance	\$10,000.00
5.	Crack sealing \$5,000/year	\$5,000.00
6.	Airfield markings repaint three Year Cycle -2009	\$8,000.00
7.	T-Hangar roof leaks – 2010	\$12,000.00
8.	Grade rough sites CIP	\$2,500.00
9.	Annual brushing <i>Jail Crew</i>	\$1500.00
10.	(2) 16 KW emergency standby Generators CIP	\$10,000.00

2008 identified FBO improvements

Priority #1-	BATHROOM REMODEL	\$19,400
	OVERLAY WEST FBO APRON	\$15,000
	INTERIOR PAINTING	\$4,000
Priority #2 -	FLOORING - CARPET AND TILE	\$8,100
	FIX EXTERIOR SHEET METAL	\$1,800
	REPLACE WINDOWS	\$7,000
	PAINT BUILDING	\$20,000
	REPLACE INTERIOR WOODWORK	\$5,850
	REPLACE INTERIOR CABINETS	\$15,000
	INSTALL HEAT PUMP	\$24,000
	REPLACE INTERIOR LIGHTS	\$7,000

Don Bell 10/3/08 Airport Maintenance 2009 suggestions (edited)

Removal or repair of the 12,000 fuel tank which permits water to enter and mix with gasoline.
(problem not verified or quantified, inspection scheduled)

Plumbing to make use of tank feasible if it is repaired (no plan or list)

Grass sod removal from edge of taxiway and runway to permit rainwater to escape and be absorbed off the runway
4 days of grader (blade), front end loader and 10 yard dump truck **\$4,000**

Electrical repairs: rewind of old beacon motor (NW Motor Service quote) **\$750**

Design (FAA specs), set stakes and grade for 610' x 100' runway overrun to north **CIP**

Tree falling west of runway on BNSF property line **\$ 3,500**

Drainage Plan **CIP**

Wild Life Management Plan (in process) recommendation implementation **\$ 24,000**

Repaint runway markings **\$ 8,000**

Tree removal on Clinton Ave northwest of runway	\$ 12,000
Repaint radio frequency signs on taxiways (3)	\$ 500
Crack sealing	\$10,000
South end Talley way trees	CIP
Emergency Back-up power	CIP
"A" Hanger gutters (perhaps 2008?)	\$12,000
BNSF 2 gates and wing walls (½)\$10,000	\$5000
Level grass area near Talley craft fence	\$10,000

Available funds for Maintenance projects:

	<u>2009</u>	<u>2010</u>
Repair to buildings	\$10,000	\$10,400
Repair to landing field (includes crack sealing)	\$10,000	\$10,400
Repair to hangers (Includes \$9,000 for unforeseen repairs)	\$30,000	\$30,400
Underground fuel storage tanks	<u>\$5,000</u>	<u>\$10,200</u>
	<i>\$55,000.00</i>	<i>\$56,400.00</i>

Suggested Priorities

	<u>2009</u>	<u>2010</u>
1. Fuel tank needs	\$5,000.00	\$1000.00
2. Unforeseen hanger repairs	\$9,000.00	\$12,000.00
3. Crack Sealing	\$10,000.00	\$5,000.00
4. Repaint markings	\$8,000.00	
5. Install new radio signs	\$500.00	
6. Implement new wildlife mgt plan	\$14,000.00	\$7,500.00
7. Replace FBO windows	\$7,000.00	
8. Rough Level Tolley Craft grass area		\$1,000.00
9. Repair runway (dips and edging)		\$13,400.00
10. FBO west apron overlay		\$15000.00
11. Annual jail crew clearing	<u>\$1,500.00</u>	<u>\$1,500.00</u>
Total	<i>\$55,000.00</i>	<i>\$56,400.00</i>