

**Deer Park Airport
Advisory Board**
Minutes of Board Meeting
March 8, 2016

Board Member Attendees: Greg Riehl, Tim Fitzgerald, Dave Varnam, Bruce Burris, Jack Lyons, Tammy Smith, David Smith
Staff: Darold Schultz, David Day
Visitors: Tim Ike JUB, Ryan Moore, Penni Loomis, Mike Bell

Meeting was called to order at 7:30 AM by Greg Riehl

Minutes: Minutes of the January 12, 2016 meeting were approved.

Financial Report: Darold presented a Profit & Loss report compared to January-February of 2015. Tammy asked about insurance billing. Darold explained that insurance was billed yearly, and it did not show in 2015 as it was inadvertently paid at the end of 2014. Darold reported that Jet A sales are up year to date due to Aero Sprays presence on the field.

Previous Business:

Issue: Airport Parcel Descriptions

Tim Ike reported the completion of the airport parcel numbering system. The system incorporates simple sequential lot numbers with spacing between the midfield and north hangars to allow for additional hangar construction as needed.

Issue: Board Member Applicants

Darold reported that four applications were received for the vacant board position. Due to time constraints, Darold will email the applications for the vacancy to the board members for review. An executive session at the next meeting may be required to develop a recommendation.

Issue: Airport Board Bylaws

Darold presented a copy of the Amended By-Laws as requested by the board. The board approved the changes as written. He will forward to the city council for approval.

Issue: Arrow H Sale:

Darold reported that the sale of Arrow H had been finalized and Don Morse is the Lessee of record. Darold did comment that Mr. Krahn presented a lease transfer to be signed and recorded however the city's attorney determined it was unnecessary.

New Business:

Issue: Racing Event

Darold reported that he had been contacted by NWN Motorsports proposing a large auto racing event at the airport. He reported that he initially discouraged the event. After further discussions with the Mayor, Darold has begun further investigation with encouraging comments from the FAA and those involved.

Issue: Water Tank Purchase

Darold requested approval to purchase a water tank trailer which will be used to wash paint markings, and provide dust control for access roads during events. The board approved the purchase.

Issue: Surplus Equipment Sale

Darold reported that he delayed the listing of the diesel tank as surplus equipment which had been previously been approved to sell. He reported that the equipment will be listed and sold in the near future.

Issue: Use Agreements

Darold reported that several use agreements have been sent out for signatures. He further reported that the driving area schedule is very full for the upcoming year. No changes or action to the use agreement necessary for this year.

Issue: Engineering Scope for Environmental/SRE

Tim Ike presented The Scope of Service, including a fee schedule, and a graphic of the area included in the environmental study. Discussion ensued including the expiration of the environmental, the fee schedule, and the Washington State Aviation's participation in the grant. The engineering scope was approved.

Report of Directors and Staff: Darold reported that the date of the Fly-In is scheduled for June 25th. He also reported that the Military will have a helicopter on static display.

Meeting adjourned 8:12 AM
Submitted by Darold Schultz