

**Deer Park Airport  
Advisory Board**  
Minutes of Board Meeting  
September 11, 2018

Board Member Attendees: Greg Riehl, Harold Haselhuhn, Tim Fitzgerald, Dave Smith, Tammy Smith, Toby Hawkins, Tim Cassels

Staff: Darold Schultz, David Day, Beverly Hoots

Visitors: Mark Napier JUB, Penni Loomis

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

**Minutes:** Minutes of the July 10, 2018 meeting were approved.

**Financial Report:**

Darold reported on the financial status of the airport. Some discussion ensued concerning fuel sales, and equipment repair.

**Previous Business:**

**Issue: AIP #23/24**

Mark Napier reported that work continues with T. LaRiviere Construction on planning and scheduling for the upcoming AIP #24 project. Work is scheduled to begin on September 12 with a forty day work schedule planned. Mark also reported that all work was complete on AIP #23 and it is in close-out.

**Issue: Lease Applications**

Darold reported that the board voted unanimously to accept the lease applications via email for the lease of two lots with individual hangars on the north end of the airport. The leases are in process and the sale of the hangars will be finalized upon approval of the leases.

**New Business:**

**Issue: 2019 Budget**

Darold reported that the preliminary budget was due on September 25<sup>th</sup>. The board discussed capital purchases, upcoming and upcoming grant projects. The board also discussed lease revenues and forecast fuel sales.

**Issue: 5 Year CIP**

Darold reported that the 5 year Capital Improvement Project list is due by October 31<sup>st</sup>. The current 5 year CIP includes 2 years of pavement maintenance, one year with no project, and initial design for a snow removal equipment building. Darold further discussed listing the runway widening and strengthening on the CIP.

**Issue: Fly In**

Darold reported that the antique aircraft fly in was once again on. A conference call was held with Darold, Addison Pemberton and John Sessions to complete some of the planning for the event. Several members from the Chamber of Commerce, the CAP and other groups are involved with planning and organizing. Several board members also volunteered to help with the event.

**Oral Communications, Requests, Comments from Audience:**

**Report of Directors and Staff:** Darold reported on the fuel truck conversion. Greg Riehl reported on the upcoming Chamber Auction and dinner.

**Executive Session:** No Session

Meeting adjourned 8:27 AM

Submitted by Darold Schultz