

**Deer Park Airport
Advisory Board**
Minutes of Board Meeting
September 13, 2016

Board Member Attendees: Dave Varnam, Tim Fitzgerald, Jack Lyons, Bruce Burris, Christine Hurd, David Smith
Staff: Darold Schultz, David Day, Beverly Hoots
Visitors: Tim Ike JUB, Penni Loomis

Meeting was called to order at 7:35 AM by Dave Varnam

Minutes: Minutes of the August 09, 2016 meeting were approved.

Financial Report: Darold reviewed the financial report highlighting that the report showed a reduction in fuel sales from the previous two years. With a moderate fire season fuel sales have reduced significantly. He did indicate that Jet A sales have increased compared with other years with comparable fire seasons.

Previous Business:

Issue: DNR Improvements

Darold stated that the DNR had requested a deferment on the first month's lease payment, due to no construction activity to date. He also reported that he had a conversation with Deby Cragun concerning the request, and a deferment was given. The board suggested another month's deferment be issued should the request be made.

Issue: Hangar/Lot Updates

Darold reviewed a request by DNR, Forest Service, and BIA to move lease lots to a different location. He indicated the lot would be moved to a location allowing visibility of the aircraft activity on the ramp. He also reported that a proposal had been submitted to the FAA

Issue: Infrastructure Engineering Updates

Tim reviewed the progress being made for the water line extension being planned for the new tenants. The proposed extension will exceed the small works roster limits, requiring the work to go out for bid.

Issue: 2016 FAA/WSDOT Grant Update

Tim informed the board that the bid opening had taken place with PAC West being the apparent low bidder. He also shared with the board that a review was under way to assure that all specifications had been met prior to awarding the bid.

New Business:

Issue: 2017 Rates and Charges

Darold shared with the board that he is reviewing the rates and charges for 2017. He stated that he would like to institute a \$50.00 landing fee for large aircraft. The board recommended some investigation into charges incurred at other airports.

Issue: 2017 Budget Preparation

Darold reminded the board that September's meeting would be the annual budget planning session. He suggested that the 2017 budget would be geared toward the improvements needed to bring in the new tenants. A discussion followed concerning amenities needed for a based jet aircraft. The board helped to prioritize expenditures for 2017.

Issue: Vanderhoof Lease Application

The Board unanimously approved the application to lease submitted by Chad Vanderhoof. He will be purchasing Monty Stimmels hangar.

Issue: Northwest Nights Motorsports

Darold reported that the FAA sent a questionnaire involving the request to hold the racing at the airport. Darold will send an email to the board requesting volunteers to help with preparation of a response.

Report of Directors and Staff:

Meeting adjourned 8:40 AM
Submitted by Darold Schultz