

**Deer Park Airport
Advisory Board**
Minutes of Board Meeting
November 14, 2017

Board Member Attendees: Greg Riehl, Dave Varnam, Harold Haselhuhn, Eric Lorvig, Bruce Burris, Dave Smith, Tim Cassels

Staff: Darold Schultz, David Day,

Visitors: Tim Ike JUB, Bob Mazone, Ryan Moore, Penni Loomis

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

Minutes: Minutes of the September 10, 2017 meeting were approved.

Financial Report:

Darold reported on the financial status of the airport.

Previous Business:

Issue: AIP #23

Tim Ike reported that the second lift of pavement also failed to meet specifications. He reviewed the options available to the contractor and to the airport with the final decision being to remove the top two inches of pavement and replace it. This work will be completed in the spring when the outside temperatures are suitable for paving. Tim also reviewed an issue with an overrun in the base material provided for the project.

Issue: 2018 Budget

Darold reported that the 2018 budget was accepted as submitted.

New Business

Issue: 5 Year CIP

Darold reported that the Joint Planning Conference with the FAA, WSDOT, and JUB was held earlier in the month. During the conference the airports needs for the next 5 years were discussed. The five year plan was approved as previously discussed with the only change being to design the snow removal equipment building in 2022 instead of design and build. Darold stated that WSDOT Aviation was not able to participate in the 2017 grant for ramp and taxi lane improvements due to the volume of requests received.

Issue: Rates and Charges

Darold provided the group with a poll of other airports in the vicinity and their rates and charges for services rendered.

Darold asked the board to review the current rates and fees structure and to consider any change for the 2018 billing cycle.

Issue: Cost of Fuel

Darold reviewed the costs incurred to provide fuel.

Issue: Gate System

Darold reported that the airport has seen an increase in property theft. Indications are that the thief has access via gate code. Darold further reported that the access system is out of date and the codes can no longer be changed. Airport staff is reviewing options including getting bids to update the gate system as well as inhouse upgrades of the system.

Oral Communications, Requests, Comments from Audience: Ryan Moore reported on the work being accomplished by the Chamber of Commerce specifically the economic development committee.

Report of Directors and Staff: Bruce Burris tendered his resignation from the board as he will be traveling for missionary work. The group thanked him for his service and wished him well. David Day reported on repairs completed to the snow removal equipment.

Executive Session: No Session

Meeting adjourned 8:50 AM

Submitted by Darold Schultz