

City of Colville

Airport Board Meeting

13 June 2018

Board members present: Jon Bateman, Steve Pietroburgo, Derrol Sater, Jerry Sater, airport Manager
Dave Garringer

City Council present: Nancy Foll

Public: Terry Coleman, Julie Howell, Josef Sinka, Daron Tate

The meeting was called to order at 4:02 pm by Chair Derrol Sater

The chair announced the agenda with the note that the budget proposal is due July 13, 2018.

Budget Report:

Dave distributed the current budget reports as of 31 May 2018. Total expenditures are \$38,597.35 and total revenues are \$27,413.26. This leaves a current deficit of \$11,184.09. The City has approximately 4,000 gallons of aviation fuel in inventory, however, which has a value of \$22,120.¹

Old Business:

1. **Airport Fees** The Board took up discussion and review of a proposed revision to the airport fees schedule. The current fee schedule was approved by City Council Resolution 04-16 in March, 2016. A briefing at City Hall on 29 May 2018 was attended by the Mayor, City Council liaisons Foll and Conner and the Board Chair and Secretary. At that briefing the Mayor laid out the need for review of fees as well as the language contained in Hangar Lease Agreements, Airport Rules and Hangar Covenants.

The document reviewed by the Board is attached to these minutes for reference and was sent by the Mayor's office on June 7. It summarizes the discussion of 29 May and includes several rate and fees increases.

The Board reviewed each line item of the proposed schedule and discussed merits and potential drawbacks. In summary, the Board recommends the attached schedule with one exception.

After considerable discussion about line 10, "Monthly fee to park vehicles, motorcycles, recreational vehicles and recreational equipment inside or outside of hangar", Steve Pietroburgo moved that the Board not recommend this fee be applied to any items owned by the hangar owner and stored within the hangar. In addition, the motion states that the Board recommend a review of Hangar Covenant language to clarify that said storage is approved if the Hangar stores an airplane and that such storage of personally owned vehicles or equipment does not constitute a gifting of City resources.

¹ Current fuel price is \$5.53/gal

The motion was seconded by Jerry Sater and approved by the Board members present.²

2. AWOS Dave reported on his contacts with potential cooperators including Lifelight, Mount Carmel Hospital and the Washington Pilots Association. Jerry Sater moved that we go and get the equipment at this time. Jon Bateman second. Discussion on who might do this work and take possession of the equipment in the interim resolved that a volunteer effort by the WPA Colville Chapter would do.

New Business:

1. 2019-2020 Budget Proposal due 13 July 2018 Dave outlined some annual maintenance projects for 2018-2020 as well as some items for the Capital Facilities list. The following items are recommended for inclusion in the budget:³

2018 (current budget year) Runway Striping - \$3638

2019 Maintenance

Taxiway Striping - \$6804

Update Lounge Lighting - \$1289

Repair fuel station lighting - \$1286

2020 Maintenance

Fuel Tank filter change - \$5,000

Fuel System card terminal update - \$5,000

The following items are recommended for listing on the City Capital Facility Plan:

2018 -2019

Pave tiedown area - \$27,000- \$35,600

2019

Matching funds for grant to update Airport Layout Plan - \$4500

2020

Matching funds for runway reconstruction - \$20,000

2021

Matching funds for pavement maintenance grant - \$4000

Partnership share in AWOS project - \$10,000-\$25,000

The meeting adjourned at 5:54 pm.

Respectfully submitted, Steve Pietroburgo, Secretary

² The Board recognizes that a quorum was not present but the motion is included here to reflect what is known to be an accurate statement of consensus.

³ Costs are estimated based on Dave's research