

ARLINGTON MUNICIPAL AIRPORT AIRPORT COMMISSION WORKSHOP

November 19, 2015

The Airport Commission Workshop was called to order at 6:00pm.

Airport Commissioners present included Acting Chairperson Cheri Carlson, Don Munson, Mike Hopson, and Ruth Gonzales.

Staff present included Airport Manager Dave Ryan, Tim Mensonides, Lorene Parker, Mary Hine and City Attorney Steve Peiffle.

City Attorney Steve Peiffle gave a brief history on the Topcub lease and his interactions with the Topcub attorney. Steve was able to answer the Commissioners questions concerning representations and warranties and the security deposit.

Dave explained the changes made to Minimum Standards for Commercial Aeronautical Activities Steve Peiffle added more detailed information to those changes. Dave, Steve and the Commissioners worked through the final changes to all of the documents.

Meeting adjourned at 6:50pm

ARLINGTON MUNICIPAL AIRPORT
AIRPORT COMMISSION MINUTES
SPECIAL MEETING
November 19, 2015

Acting Chairperson Cheri Carlson called the special meeting of the Airport Commission to order at 7:00 PM.

Commissioners present included Acting Chairperson Cheri Carlson, Don Munson, Mike Hopson and Ruth Gonzales.

Commissioners absent included AJ Chase, John Swizer and Chuck Clark.

Staff present included Airport Manager Dave Ryan, Tim Mensonides, Lorene Parker, and Mary Hine.

Visitors included Chris Raezer and Brad Goldman.

NEW LEASE LOT 22 - TOPCUB AIRCRAFT LLC

Dave addressed the Commission explaining that Topcub LLC wishes to continue with the lease of Lot 22 at the airport for the purpose of construction a facility to manufacture the Topcub brand aircraft, sell aircraft, sell parts for the aircraft and test fly the aircraft at Arlington Municipal Airport. Legal Counsel and staff have worked with Topcub management to find a solution to having the "Personal Guarantee" requirement satisfied. Topcub will open a commercial bank account and deposit \$14,000.00 (approximately one year land lease) as their "guarantee". This account will be verified through deposit slips and account number information. All other legal issues were negotiated and settled with Topcub's attorney.

Motion by Commissioner Munson, seconded by Commissioner Hopson to approve the lease with Topcub Aircraft LLC. Motion carries unanimously.

NEW LEASE - SOUND AUTO INC

Dave explained that Lot 77 (Tri-B Property) is one of the buildings the airport took possession of after the death of Mr. Manning. The building currently houses two businesses, Sound Auto Inc. and Arlington Auto Recycling. As these were "holdover" tenants from that property acquisition, there was never a formal lease on file with the airport. This new month to month lease remedies that issue. It is planned that these buildings will be put up for sale in 2016.

Motion by Commissioner Munson, seconded by Commissioner Hopson to approve the month to month lease with Sound Auto Inc. on the South portion of Lot 77. Motion carries unanimously.

NEW LEASE - ARLINGTON AUTO RECYLING. INC

Dave addressed the Commission stating that this is the other half of the building that the airport took possession of after the death of Mr. Manning. This tenant is a “holdover” from that property acquisition, and there was never a formal lease. This new month to month lease remedies that issue. It is planned that these buildings will be put up for sale in 2016.

Motion by Commissioner Munson, seconded by Commissioner Hopson to approve the month to month lease with Arlington Auto Recycling, Inc. for the North portion of Lot 77. Motion carries unanimously

INFORMATION

Dave announced that an Airport Retreat will be held sometime this spring. He is thinking probably in March.

The Airport Users Group will be held December 1, 2015 at the Airport Office.

The Holiday Open House will be held December 11, 2015 between 11-2.

The recent storm that blew through Snohomish County flipped one plane over on its’ back. A boom truck was brought in to right the plane on its’ wheels.

Motion by Commissioner Munson, seconded by Commissioner Hopson to adjourn the November 19, 2015 Airport Commission Special Meeting at 7:13pm Motion carries unanimously.