

# **ARLINGTON MUNICIPAL AIRPORT**

## **AIRPORT COMMISSION MINUTES**

### **July 12, 2016**

Chairperson Don Munson called the regular meeting of the Airport Commission to order at 7:00 PM.

Commissioners present included Chairperson Don Munson, Cheri Carlson, John Swizer, Bill Jensen, Austin DeFreece and Dary Finck.

Commissioners absent included Ruth Gonzales.

Staff present included Airport Director David Ryan, Tim Mensonides, Lorene Parker.

Visitors included Neal Karman, Jan Schuette, Chris Raezer, Kevin Duncan, Dan Tarasevich, Ron Moen, Duane Wilcoxon and Vic Williams.

**Motion by Commissioner Carlson, seconded by Commissioner Swizer the minutes of June 21, 2016 were approved with the addition of Kevin Duncan's offer of \$5,000.00 to Ray Careth of the Fly-In. Motion carries unanimously.**

#### **SOUND AUTO LEASE AMENDMENT**

Dave addressed the Commission stating that Sound Auto has requested a billing date change. This lease amendment will change the billing date from the 20<sup>th</sup> of the month to the 1<sup>st</sup> of the month. Dave also noted that the lease should read 77B not 77A.

**Motion by Commissioner Carlson, seconded by Commissioner Swizer to approve the lease amendment with Sound Auto. Motion carries unanimously.**

#### **SOUND AUTO LEASE AMENDMENT**

Dave explained that Sound Auto also requested a change in their billing date for their storage unit. This will change their billing date from the 20<sup>th</sup> to the 1<sup>st</sup> of the month.

**Motion by Commissioner Carlson, seconded by Commissioner Swizer to approve the lease amendment with Sound Auto. Motion carries unanimously.**

#### **PB ASSOCIATES**

Dave announced that PB Associates have requested to have their late fees, in the amount of \$892.13, waived on their lease account. PB Associates has had an account with the Airport for the last ten years and have never been late.

Discussion followed concerning the late fee.

**Motion by Commissioner Swizer, seconded by Commissioner DeFreece to waive the late charges in the amount of \$792.13 leaving \$100.00 for PB Associates to pay. Motion carries unanimously.**

### **AIRPORT OFFICE PARKING LOT PAVING PROJECT**

Tim addressed the Commission stating that this project involves paving the airport office parking lot, installing new curbing and installing a new ADA compatible parking space with ramp to the grass picnic area. \$135,000.00 is budgeted for the project, a portion of the amount budgeted will be going into prepping the area for paving. The airport contacted 3 companies on the City's small works roster who perform asphalt paving or roadway construction to bid on the project.

**Motion by Commissioner Swizer, seconded by Commissioner Carlson to award The Airport Office Parking Lot Paving Project to Fidalgo Paving & Construction LLC for an amount of \$87,149.08. Motion carries unanimously.**

### **AIRPORT BEACON PAINTING & LEAD PAINT REMOVAL PROJECT**

Lorene explained that this project involves removing the existing lead paint and repainting the entire beacon structure. The contractor will sand blast the existing structure's lead paint, following all environmental regulations for lead abatement. The contractor is required to submit lead abatement qualifications by referencing at least three past projects involving lead abatement. The airport contacted all companies on the City's small works roster who perform exterior painting projects.

**Motion by Commissioner Swizer seconded by Commissioner DeFreece to award the Airport Beacon Painting & Lead Paint Removal Project to LJR Painting, LLC for an amount of \$136,844.13. Motion carries unanimously.**

### **INFORMATION / COUNCIL LIAISON UPDATE**

Tim spoke on the observation area. He will be sending a proposal to the FAA and will set up a meeting with Bremerton who has an observation area at their airport.

Dave informed the Commission that he heard back from the FAA and they have no issues with waiving the fees for the Arlington Fly-In.

There was a "gear up" incident at the Airport on July 3<sup>th</sup>.

Staff is in the process of updating the Emergency Plan.

The GCO is down again, needs a new motherboard.

Airport Appreciation Day is August 27, 2016.

Fly-In was a success this year. No rain, but less people, good seminars.

**Motion by Commissioner Swizer, seconded by Commissioner Carlson to adjourn the July 12, 2016 Airport Commission Meeting at 7:45pm. Motion carries unanimously.**