

**PORT OF LOPEZ
BOARD OF COMMISSIONERS
REGULAR MEETING**

January 8th, 2026, at 4:00

Minutes

CALL TO ORDER 4:01 pm 1/08/2025 Start Recording: 4:01 pm

All commissioners and two members of the public in live attendance. Megan Zoeller and Wes Holden on Zoom representing DOWL.

UNFINISHED BUSINESS

1. DOWL update provided by Wes Holden Meg Zoeller via Zoom.
 - Tilt-down pole ship delayed past the expected Jan 6th date, now pushed toward the end of the month. Colvico is working in the area and hoping to install the pole as soon as it arrives.
 - Seal-coat scope document still needs to be delivered by DOWL for external bidding, will include tilt-down poles for windsock mounting and painting the circle marker.
 - Megan Z. presented more fully realized hangar / tie-down options, both in the area North of the run-up and on the field West of the existing North hangars. Discussed options for tie-down pads and re-routing taxi access. The two options could be executed together or independent of one another.
2. Blackwater updates: Commissioner Henriksen completed and submitted our POV expenses to the Clean Vessel Act reimbursement grant program. Total operational expenses were in the ballpark of \$14K, with about \$10.5K of that eligible for reimbursement from the program this year. Commissioner Henriksen also confirmed that the grant is ongoing through 2026, and reapplication deadline for subsequent years will be January 2027. He also continues to work on upgrading the boat (cowling improvements) and has purchased a new access ladder to replace the one previously gone missing.

3. Bayview Park Progress: Discussed proceeding to creating a plan and budget for constructing an elevated/cantilevered access stairway mounted on a Sono-tube pier-style foundation. Should consider adding a kayak rail to accommodate boating access.

Public Commentary:

One member of the public and neighbor of the airport, John McLeod, voiced a complaint about the brightness of the navigational beacon.

REGULAR MONTHLY BUSINESS

- A. Approval of Minutes from December 13th, 2025

Motion, SA. Second, KA. Vote, Unanimously Approved.

- B. Approval of Vouchers, Payroll and Financial Report (See Helen's report) (Note that the debt fields of 2026 budget have not been double-checked for alignment to operating expenses grid).

Motion, KA. Second, PH. Vote, Unanimously Approved.

Monthly Reports

1) Review of Correspondence

- State auditor has been sent the credit card policy implemented after the previous audit, and DOWL has provided the documents they requested to clarify the bidding process for the Colvico work done in '22-'24.
- Manager has negotiated a March 31st exit for Anthony Parry, hangar B1. With any luck this will mean no need to impound or remove any items from the hangar.
- Manager has initiated conversation with attorneys around recouping any costs from Saddleback departure, including unpaid rent, clean-up, etcetera.
- Manager confirmed with the FAA that additional funds from W33 Friday harbor cannot be used for waterfront improvements, or for seaplane landing area Survey. Funds need to be channeled into an existing AIP project.

2) Manager's Report

- As a result of the new hangar allocation policy, hangar C3 has been assigned to Geoff Heard, and D2 will be occupied by Tyler Peterson (who has not yet sent a signed lease application). Have not received any further feedback on the updated policy, despite a group email to the airport community.
- Gateway controls will have someone out here on Jan 15th to look at the main gate.
- Pine tree fell in the picnic area, Commissioner Henriksen cleared it with a chain saw.

3) Commissioner's Reports

PH: A number of items to report for Commissioner Henriksen:

- Was officially sworn in by Councilwoman Janet Fuller, after re-election this November.
- Assisted in a call with the State Auditors, helping to clarify the events surrounding the Blackwater launch/sinking, and the insurance/repairs that followed.
- Attended the Energy Climate Roundtable. OPALCO is planning to produce 30% of the County's energy needs at some point in the future. They estimate that by 2027 there will not be enough energy to prevent minor blackouts and by 2030, the submarine cables will be maxed out.
- Posted a Facebook update regarding the navigational Beacon and recent discussions/complaints that have been circulating in the Lopez Community.
- Met with Saddleback and served notice of discontinuation of lease for the North property.
- Is gathering emergency plan examples from nearby airports for use in updating the Lopez plan.

KA: In relation to the pending North pasture vacancy, Commissioner Aufderhar reports interest in leasing the land by M.R. Buffum for steer, which might very well align with our expected need to clear the property of detritus before it can be used by another tenant.

SA: Repaired a hangar door on D hangars, which has some older, sub-standard door frames.

4) Task List/Project List Review.

- Add re-building older wooden hangar doors (such as some on hangar D) with metal doors.
- Work with Commissioner Aufderhar to find security camera options compatible with our wireless mesh network.
- Half load of gravel needed for entry road along hangar A. Could be delivered behind Blackwater and distributed from there.

NEW BUSINESS

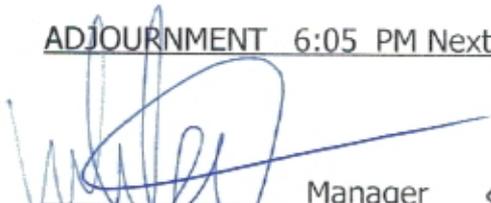
- 1) Hangar rental fee calibration. Lopez Airport hangar rental fees are lower than most in the region, and probably falls short of delivering necessary value for the Port and District. Square footage rates for the storage units are roughly half of what they are on the mainland. We'll do more research for on-island storage rates, but the likely recommendation will be a mid-year lease raise of 10% for both Port-owned hangars and storage units.
- 2) While we will not change the lease cancellation notice period in our current lease form, we will informally adopt a 90-day notice period when notifying an owner of a non-functional aircraft of lease non-renewal.

Public Commentary:

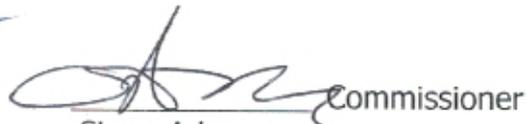
Motion to Adjourn the Meeting:

Motion, PH. Second, KA. Vote, Unanimously Approved.

ADJOURNMENT 6:05 PM Next meeting 4:30pm February 12th, 2026



Wil Cathin Manager



Steve Adams Commissioner



Kenn Aufderhar Chairman



Paul Henriksen Commissioner