

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

February 12th, 2026, at 4:30

Minutes

CALL TO ORDER 4: 30 pm 2/12/2026 Start Recording: 4: 30 pm

All commissioners in live attendance. Megan Zoeller on Zoom representing DOWL.

UNFINISHED BUSINESS

1. DOWL:

Tilt-down pole for the beacon should ship from Minnesota tomorrow (Feb 13th). Installation by the end of the month is still likely.

Lopez airport ALP/CIP update: regarding URPZ, DOWL reports that our Ultimate RPZ for IFR is based on $\frac{3}{4}$ mile visibility, which Megan believes could be changed to 1 mile. If that were the case, we could keep the current RPZ (Red line on the ALP) and not the wider blue line. This would mean that less of the North Pasture land would be in the RPZ, and the potential area for hangar development in the NE area of the airport would be expanded. Megan will follow up with FAA contacts, and we'll make this part of the CIP discussion in March. This would allow for the airport to move ahead with instrumented approach without sacrificing future development on the grounds.

2. Blackwater updates:

The State came through with reimbursement for the complete pump-out vessel operational expenses requested for 2025, a little over \$10K. Commissioner Henriksen completed work on the cowlings and reports they look great (from 10ft away!). Seasonal employee Brian Roe has put the Blackwater on a pump-out service referral App, which may add another way of the service being discovered by boaters. We have some continued struggle dialing in the trickle charger for the Blackwater battery over the Winter.

3. Bayview Park Progress:

Commissioner Adams replaced a rotten board on the picnic table at the park last month.

Public Commentary:

None at this time.

REGULAR MONTHLY BUSINESS

A. Approval of Minutes from January 8th, 2026

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

B. Approval of Vouchers, Payroll and Financial Report (See Helen's report).

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

Note that two lines in the budget were still giving incorrect information: Manager's salary had defaulted to an older value (\$27K) and the tractor CARB loan payment of roughly \$7.5K fell off the budget. Projection at the moment is that we'll operate at a net loss of roughly \$1K per month in 2026. This will reduce reserves but still leave us with invested funds of around \$70K.

Commissioner Henriksen noticed that the expenses for the pumpout boat may be appearing in an incorrect BARS code with the County (using a capital code for an operating expense). Manager and Accountant will follow up to see if the code needs to be changed/moved, and to make sure we can change the name of the expense to a more relevant one.

Monthly Reports

1) Review of Correspondence

- State auditor has concluded their audit and files were retrieved this week. Concerns were raised over lack of credit card receipts, particularly meals, and with

- the fact that the AWOS bidding notice was not published for the requisite period of time (a couple of days short). We should hear an official response soon.
- Manager has spoken with a North Hangar owner who conceded that their airplane has not been flown in a decade, in clear violation of the FAA guidelines. We've suggested six months to get the aircraft operational and in annual again, and we will use that as a guideline with any of our N. Hangar tenants in similar situations. Tenants and owners have been asking why the airport is pressing now to follow FAA guidelines, and while that shouldn't actually require a reason, we face expensive decisions for development ahead, and should not be considering building new hangars if existing hangars are not being correctly utilized. Commissioners also noted a relevant court case in Kellogg, Idaho, where the airport was sued by pilots for not following FAA guidelines, which is a constant and serious risk.
 - We received a follow-up complaint about the beacon light from a community member who complained last April. Still clearly an issue for the Lopez public.
 - Council member Janet Fuller and San Juan County Manager Jessica Hudson have asked if we would join them in supporting HB 1923, the "mosquito fleet" bill. Commissioner Henriksen agreed to follow up as representative for the Port.
 - Meeting scheduled with FAA representative and airport planner to discuss ALP and five-year CIP. Meeting will be March 5th at 1pm, invitations to be forwarded to all Commissioners and DOWL engineers.
 - Nathan and Grain hub are still interested in looking at the North property – will arrange a walk-through once the Saddleback dispute is concluded.

2) Manager's Report

- Lawn Mower was serviced today, with a hydro fluid change to follow, as we've just hit the requisite hours (80). Blades were changed, and we're ready for a new season of mowing.
- Saddleback lease has expired and they have left a considerable amount of debris, including one or two vehicles, several trailers, and a lot of scrap gutters. Several calls to Donny Burt have gone unreturned. I believe Saddleback would be subject to two different gross misdemeanor charges: one for the abandoned vehicle and another for the volume of gutters/farming equipment left behind. Both charges involve penalties equal to twice the cost of cleanup, which could be shooting ourselves in the foot, making it more difficult to collect. Also discovered, during inspections, that the well standpipe is leaking. Commissioner Aufderhar spoke with a neighbor, MR Buffom, who will assess the cleanup cost for the Port and give us a quote. We will present that quote to Saddleback and give them a deadline for cleanup. Additionally, the Manager will follow-up with the County to research our legal options.

- Gateway controls have diagnosed a faulty circuit and quoted roughly \$3800 to replace.
- Metal Works took a look at the leaking roof in hangar D today and believe it's simply a matter of correcting the lack of flashing at the drip edge, will return later in the month to perform the repair.
- Met with neighbor Genna Gormley. She thanked us for looking after the North pasture area, and expressed interest in leasing a portion of the area. Plumber (Mike Hobi) will be visiting her on the 12th and they will look at the leaking standpipe.
- We have the updated airport signage, now need to go about drilling and mounting.
- Rick Hoffman, previous airport manager, is willing to provide backup support for staff vacations as needed.
- Manager has been taking advantage of good weather to do some invasive weed removal and rust mitigation/painting around the airport.

3) Commissioner's Reports

Commissioner Henriksen reports: Gathering of Eagles flotilla has asked if the Port would again fund port-a-let facilities for their Lopez visit next Summer, and the Board agreed. The commissioner has also started collating and updating the Lopez Port emergency plan draft from 2018, but will reach out to the County emergency management resource to make sure we're coordinated with their needs and that we're not making extra effort for ourselves.

Commissioner Aufderhar reports: Connected with MR Buffom for North Pasture interest. Also purchased a few different cameras for work use and will test to see what might work for the Port before we purchase anything ourselves. Had WSCAA Zoom meeting just before the Port meeting, and reports that the topics for next year look good. Reports that there has been talk of merging with WAMA (Washington Airport Managers) meeting, but they remain separate for now. Recommends that the Manager should attend WAMA in the coming year.

Commissioner Adams: see Bayview Park bench work, nothing else to add at this time.

4) Task List/Project List Review.

Ken Bair delivered a load of gravel at the hangar entrance road and Commissioner Adams spread that with the tractor, filling in potholes and low points. We will add getting another load for the main office parking lot to our list this Spring.

Budget is tight for the next year so we'll need to prioritize task list items. High priority at the moment goes to completing/filling the drainage ditch behind D hangars to remove the potential hazard to vehicles, and rebuilding some of the older wood hangar doors on building D.

NEW BUSINESS

- 1) Approve DOWL scope document for FAA seal coat project.

Motion, _____ PH _____. Second, _____ SA _____. Vote, _____ Unanimously Approved _____.

Some confusion over whether or not we will need to call for general bids for the engineering design work required for the seal coat project. Manager will consult with DOWL on this.

- 2) Ultimate RPZ and ALP updates in advance of FAA meeting.

This was discussed during the DOWL engineering update, and will be influenced by the FAA's decision about visibility requirements. To be discussed further with them on March 5th.

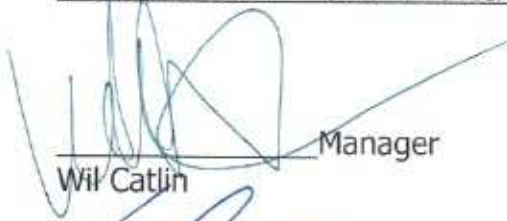
Public Commentary: None at this time

Agenda Amendments

Motion to Adjourn the Meeting:

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

ADJOURNMENT 6:41 :PM Next meeting 4:30pm March 12th, 2026



Wil Catlin

Manager



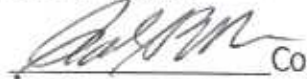
Kenn Aufderhar

Chairman



Steve Adams

Commissioner



Paul Henriksen

Commissioner