

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

**March 5th, 2026, at 4:30**

**Minutes**

CALL TO ORDER 4:32 pm 3/5/2026 Start Recording: 4:32 pm

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

UNFINISHED BUSINESS

1. DOWL:

Tilt-down pole and beacon installed March 4<sup>th</sup>. Cable shipped with the pole was too short, Colvico is working with the supplier to locate the correct length.

Lopez airport ALP/CIP update: DOWL engineers joined the meeting held with FAA earlier in the day on 3/5. Discussion during the commissioners meeting reflected on a few key points:

- The FAA team noted that property acquisition by airports is a priority of the current APO office leadership. It's possible this could apply to previous purchases for retroactive reimbursement, although the Commissioners noted that an earlier acquisition process was made more costly and complicated by the FAA NEPA requirement. Further, the FAA offers reimbursement, not initial purchasing funds. Discussed the South property that the Port has been trying to acquire for many years.
- Pavement maintenance is also a high funding priority, and it's an area where Lopez has previously fallen behind. Dowl team recommends that we should look to scheduling pavement upkeep every 5-6 years.
- Aegis survey remains on our CIP, and DOWL's opinion is that the survey results will reveal numerous potential obstacles but may not require that we need to remove many existing trees off the airport property. Seal coat pavement

markings will include IFR threshold painting, as there is no down-side if the IFR process is never completed.

- No word yet from FAA on the 1 mile vs.  $\frac{3}{4}$  mile visibility requirement in our plan.

2. Blackwater updates: Commissioner Henriksen is talking with his group of skippers about potential improvements to be made in the pump-out process, and compiled an email group with all skippers. For this year we are looking at launching the boat in late May, as earlier than that has historically received little traffic/demand.
3. Bayview Park Progress: None this past month.
4. Hangar and Storage Rental Rate increase: with the help of C. Adams and Aufderhar, have identified that Lopez hangar rental rates are more than 25% less than the next cheapest airport in the region, Arlington. Recognizing that it is the responsibility of the Board as stewards of public lands for the people of Lopez, this represents unnecessarily lost revenue and excessive funding of a specific interest group. Manager recommends raising the hangar and storage unit rents by 10% commencing June 1<sup>st</sup>, with hangar A building units raised by an additional percentage to match the rates of buildings B, C, and D. Manager also recommends considering a similar rate increase a year from this date.

Motion to approve a monthly hangar rental rate increase of roughly 10%, to \$294.85 including tax, for all hangars, and to increase the monthly storage unit fee by 10% as well, to \$176.99.

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

Public Commentary:

None at this time

REGULAR MONTHLY BUSINESS

- A. Approval of Minutes from February 12th, 2026

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

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

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

Manager notes that FAA reporting requires airports with more than 2500 enplanements to post yearly financial reports on the CATS public reporting platform. The last report filed for Lopez was in 2012, and we've been asked to resume posting as of 2023. The financial structure of the Port/Airport entities means that the airport will show greater operating loss due to salaries of Port personnel appearing on the Airport financial account. Manager and Accountant suggest to update budget to move the salaries of Port officials and employees (Commissioners, Port Manager, Office Assistant) to the Port 6732 account. Affected BARS codes 6731.546.10.0000, 6731.546.10.0005, and 6731.546.10.1000 move to their 6732 equivalent).

Following up on Commissioner Henriksen's callout last month, the operating budget for Blackwater does indeed appear erroneously on a capital investment BARS code. Manager and Accountant suggest to update the budget by moving the BARS 6732.594.46.64.0000 budgeted allotment to 6732.546.00.48.0002). Commissioner Henriksen suggests that we should amend the budget to add a line and BARS code for boat operation and maintenance.

Lastly, Commissioner Henriksen noticed that the Blackwater reimbursement income was placed on the wrong line in the incorrect account on the budget.

Commissioners ask that the Manager and Accountant should combine the above into an amended 2026 budget to be presented in the April meeting.

## **Monthly Reports**

### 1) Review of Correspondence

- State auditor has returned no serious findings against the Port, but has notes for operational improvements that they will share with us when our auditor returns from vacation. Commissioner Aufderhar will represent the Board in that meeting.
- Manager to send an update to the neighbors and beacon email list about the relocation of the beacon.

## 2) Manager's Report

- Tri-annual inspection of the AWOS found a faulty laser sensor of ceiling density, this will be replaced/repared under warranty and has been received by Mesotech. Repaired module should be delivered before the end of March.
- North gate stopped closing on its own this week. Gateway controls are looking at Middle of March to come repair both North gate and main gate.
- Should expect an invoice from Mike Hobi for repairs to standpipe and plumbing infrastructure on our North property.

## 3) Commissioner's Reports

Commissioner Henriksen reports that he hosted a Gathering of Eagles pizza party, where attendants expressed thanks for our ongoing support.

Commissioner Aufderhar reports that he met with an airport neighbor, Josh Munson, who wished to express support for Jeff King's through-the-fence proposal. Commissioner Aufderhar explained the complications, cost/benefits, and limitations of the process, and gave him some resource material for further reading. The neighbor also took time to express their annoyance with the beacon, of which they have a direct view.

Commissioner Aufderhar also met briefly with M.R. Buffom to initiate the cleanup cost discussion for the Port's North property.

Commissioner Adams has discovered that our contractor, Ken Bair, has a roller that can be used to smooth the grass runway and several gravel project areas, like the parking lot.

## 4) Task List/Project List Review.

Commissioner Aufderhar has a nail gun that can be used to place a wooden bumper on the new trash pad so that we can relocate the dumpster and open another space for parking. He will also continue to work toward determining best type and placement of camera to work with our Unifi system, both for security and possibly to help track flight traffic.

### NEW BUSINESS

- 1) Port attorneys have issued a letter to Saddleback ranch and Don Burt Jr. to remove all abandoned property on Port premises within ten days, at which point any items remaining will be deemed abandoned property and Saddleback will become liable for Port clean-up costs, estimated at \$13,500. If local authorities are contacted to clean the property, Saddleback may be deemed liable to pay double the costs. Management plan shall include the option of engaging any/all local authorities to assist the effort of 1) cleaning and restoring the property, and 2) recouping any costs generated by this process for the people of Lopez.

Motion of support this management plan,

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

- 2) RESOLUTION 2026-1 TO PROCEED WITH SEAL COAT AND WIND CONE PROJECT

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

We will not need to request public bids for DOWL engineering component of this work.

- 3) Airport day will be held August 16<sup>th</sup>, noon to three pm, as per 2025.

### **Public Commentary:**

Agenda Amendments:

Commissioner Henriksen reminded the Board that we still need to add the term limit extension to the next general election. Deadline for this is August 4<sup>th</sup>, but we agreed to aim for having this submitted by the beginning of Summer.

Motion to Adjourn the Meeting:

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

ADJOURNMENT 6:26 :PM Next meeting 4:30pm April 9th, 2026

  
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Will Catlin      Manager

  
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Steve Adams      Commissioner

  
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Kenn Aufderhar      Chairman

  
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Paul Henriksen      Commissioner