



Washington Airport Management Association

Board Meeting February 21, 2019 – 1:00 PM Teleconference

Meeting Minutes

- 1. Call to Order** ~ President Mensonides called the meeting to order at 1:04 PM
- 2. Roll Call** ~ Secretary Robinson
 - a. Marjy Leggett, Executive Director
 - b. Tim Mensonides, President
 - c. Adam Phelps, Vice President
 - d. Lorene Robinson, Secretary
 - e. Jennifer Skoglund, Board Position 2
 - f. Rob Peterson, Board Position 4
 - g. David Field, Associate
 - h. Absent: Sarah Young, Rob Hodgman, and John Haakenson
- 3. Presentation and approval of the December/January Meeting Minutes** ~ President Mensonides
 - a. December 20, 2018 meeting minutes were presented. Minutes were approved by motion and vote. Note, minutes were not taken at January's Retreat. No official board meeting was held in January.
- 4. Presentation and approval of the February Treasurer's Report** ~ Treasurer Young
 - a. Treasurer Young was not present. Treasurer's Report will be approved at March's Board Meeting.
- 5. President's Report** ~ President Mensonides
 - a. Attended Aviation Caucus meeting with Rob and Marjy
 - b. Attended WAMA's Board Retreat
 - c. Fly Washington Passport Program
 - i. Plan to present the program at Tradeshow this weekend
 - ii. Auburn, WSDOT, WPA, and WAMA will have information at their booths
 - iii. We have \$10,000 dollars funded for the program
 - iv. Plan is for the program to begin April 1st
 - v. 101 airports are already participating out of 135 public use airports
 - vi. The next step is to get the stamp out by April 1st.

- d. President Mensonides then proceeded to discuss WAMA's upcoming conference
 - i. The Conference Committee will be meeting in March to continue discussions and planning for the 2019 WAMA Conference

6. Executive Director's Report ~ ED Leggett

- a. WAMA Member Support:
 - i. Created WAMA Waypoints and sent out three issues to membership (send items for this upcoming waypoints prior to the 25th)
 - ii. Created and sent out newsletter to membership
 - iii. Forwarded job opportunities to webmaster and posted them in Waypoints
 - iv. Forwarded restaurant list to Lorene for printing and Sandy to post on website after working with Warren to update it
 - v. Questioned Charlie Riordin
- b. WAMA Board Support:
 - i. Board Meeting Notices & Agendas
 - ii. Set up Board Conference Call
 - iii. Conference Call meeting
 - iv. Sent calendar invitations
 - v. Updated Action Plans
 - vi. Updated Task List
 - vii. Submitted ED Report
 - viii. Worked on organizing Retreat at Harvey Field (facilitators, phone calls, etc.)
- c. Prepared agenda for WAMA Conference Board Meeting
 - i. Worked with Tim to develop & finalize Retreat Agenda
 - ii. Confirmed Retreat location, facilities and date with Kandace
 - iii. Attended Retreat at Harvey Field
 - iv. Attended an Aviation Caucus and Legislative Planning conference
 - v. Sent out Board Attestations to new board member (Lorene)
- d. COMMUNICATION:
 - i. Many Emails
 - ii. Waypoints to members
 - iii. Newsletter to members
- e. INTERFACE WITH OTHER AVIATION ORGANIZATIONS
 - i. Participated in Passport Program meeting in Olympia and emailed conversations
 - (1) Led contest to create patch for Passport Program (voting will take place at tradeshow)
 - (2) Reviewed Passport Book and helped with finalizing it.
 - (3) Updated Passport Task List
 - ii. Invited OAMA to attend WAMA Conference

7. Committee Reports ~ Review of Open Action Items + Additional Items Listed Below

- a. **Conference/Education Committee** ~ President Mensonides presented in Chair Haakenson absence
 - i. Conference Committee Meeting on March 8th at the Port of Benton
 - ii. Kelly has \$28,000 of the \$30,000 projected sponsorships already secured
 - iii. Question came up regarding sponsor donations. If a sponsor donated \$1000 dollars do they get a free registration?

- (1) Marjy stated that the free registration from a sponsorship donation would not cover many conference costs for that individual to attend
- (2) If you sponsor \$2,000 dollars, does that mean you get 2 free registrations or just 1 free registration?
- (3) Discussion to follow at the March 8th Conference Committee meeting
- iv. Conference agenda is currently being put together and presenters are in the process of being scheduled
 - (1) Working with FAA and WSDOT for presenters
 - (2) Send presenter information to Dianna

b. **Airport Committee** ~ Chair Phelps

- i. Rich and Adam are in the process of setting up a date to meet and discuss current action item tasks
- ii. Lorene and Adam will have a discussion about the upcoming Arlington Airport tour after today's board meeting
 - (1) Discussion on possible sponsorships or WAMA funding for lunch during airport tours
- iii. Adam will be out of the office every other week in the month of March

c. **Legislative Committee** ~ Chair Peterson

- i. Aviation Legislation Action
 - (1) Rob attended Aviation Awareness Day which was well received
 - a. Washington State Aviation Alliance, WSDOT and other authorities attended Aviation Awareness Day
 - b. Legislative Aids stopped by to discuss the following top three aviation bills that have all been through public hearings:
 - 1. Professional Pilot Program (impacts to airports in the future due to the lack of pilots and mechanics)
 - 2. 1% Fuel Sales Tax
 - 3. Loan Program
- ii. Rob and team also attended the Aviation Caucus Meeting. Central Washington University and other schools attended to discuss AMP programs in Yakima and what they are doing to help support the shortage of AMPs.
- iii. Aviation Bill Updates
 - (1) House Bill 1397 Electric Aircraft Working Group
 - a. WSDOT was tasked with creating a working group to analyze the process of incorporating electric aircraft into air traffic and airports
 - b. Opportunity to hire a consultant to discuss implementation and answer questions from the working group
 - c. Working group's deadline to submit their report is June 30, 2019.
 - (2) House Bill 1455 Commercial Aeronautical Loan and Loan Forgiveness Program
 - a. Public hearing was held on January 30th
 - b. Committee's immediate response was if this went through what about law enforcement programs and teacher instruction demands
 - c. Overlap with future requests for loan programs
 - d. Executive session has already taken place in the month of February to discuss further

- e. Under the loan program the concept was to use governmental or state funds to fund the loan program, but there was a change in language within the bill during the executive session. The new loan verbiage states that the program will be funded by private funds or private use funds and the public funds would be used to administer the program accordingly.
 - f. Each student would have up to \$75,000 per year through the loan to get through their program
- (3) House Bill 1456 Aviation Ret. Loan Program
- a. Public hearing held on Feb 7th
 - b. Concerns to bill for the fact that private use airports cannot use any type of bond funds
 - c. Exploring options for using some type of low interest loan program to help fund private use airports that are open to the public
 - d. Caps at 50 passenger enplanements, which excludes Walla Walla, Yakima, and Pullman.
- (4) House Bill 1457 Aviation Fuel Sales Tax
- a. Public hearing held on February 7th
 - b. Concerns of using general funds for the 1% to be brought into aeronautical account for the grant loan program
 - c. Concerns if taxes are going to be returned to the general fund
 - d. Still in committee
- (5) House Bill 1683 and Senate Bill 5370
- a. SeaTac continues to grow and expand with commercial service scheduling additional flights with limited room for expansion
 - b. These two bills create a Siting Commission that discusses alternative locations for a second SeaTac location
 - c. Bills have had a lot of support and should be pushed out of committee soon
- (6) Animal Trapping House Bill 1917
- a. Concerning the trapping of animals at Commercial Service Airports
 - b. Public Hearing held on February 19th
 - c. Originally requested a five-year trapping permit, but had one amendment which changed the requested five-years down to three-years before you would have to reapply for another trapping permit instead of the current 30 day trapping permit, which requires you to reapply and report every 30 days.
- (7) 5011 Aviation Ret. Loan Program
- a. Change in bill during the second committee meeting, which changed the language in passenger enplanements from 50k to 75k passenger enplanements
 - b. Opens the door for Yakima and Pullman to be included in the program
- (8) Aircraft Excise Tax Bill 5137
- a. Update in language to include UAS and electric aircraft
 - b. Also, encompasses an additional chart that reflects changes in excess tax rates for UAS and electric hybrid updates
 - c. There have been no updates since 1983

- (9) Aircraft Registration Bill 5138
 - a. Updates language to include UAS and electric aircraft
- iv. Legislative Committee meets every other week and will continue to update on progress and movement of bills
- v. The Aviation Alliance and WAMA supports the following top three aviation bills:
 - 1. Professional Pilot Program
 - 2. 1% Fuel Sales Tax
 - 3. Loan Program
- d. **Membership Recruitment and Relations Committee** ~ Chair Robinson
 - i. Membership renewal summary presented
 - ii. Operations Manual Update - Lorene will finalize by next week
 - iii. Tradeshow update
 - iv. The next Membership Committee meeting will be held on March 1st
 - v. Newsletter will be published in June
- e. **Human Resources (& Nominating) Committee** ~ Chair Skoglund
 - i. Jennifer will set up a meeting with Vice Chair Laura to discuss emailing out requests for nominations for awards
- f. **Scholarship/Internship Committee** ~ Chair Hodgman
 - i. Chair Hodgman was not presented. No update.
- g. **Finance Committee** ~ Chair Young
 - i. Chair Young was not present. No update. Report will be presented at the March Board Meeting.

8. New Action Items Recap ~ ED Leggett

- i. Conference Committee
 - (1) Conference Committee will be held on March 8th
 - (2) Among the planning session they will discuss free registration for members that sponsor a meal or event and discuss comping FAA conference registration
- ii. Airport Committee
 - (1) Will continue to work through the task list and coordinate with Arlington for the upcoming airport tour (will also work on suggesting a budget for airport tours for 2020)
 - (2) Meetings are in the process of being scheduled for the Airport Committee

- iii. Legislative Committee
 - (1) Rob will continue to monitor bills and share pertinent aviation bill information with larger airports
 - (2) Rob will contact Laura for a Sea Tac contact
- iv. Membership Committee
 - (1) Marjy will contact smaller airports for membership recruitment
 - (2) The next quarterly meeting will be held on March 1st
 - (3) Finalizing Operations Manual by next week
- v. Human Resources Committee
 - (1) Jennifer will set up a meeting with Laura and send out nomination letters
- vi. Scholarship Committee
 - (1) Jennifer will contact Rob to find out the status of letters and scholarship applications
- vii. Finance Committee
 - (1) No change to task list

9. Next Meeting Thursday, March 21, 2019 at 1:00 PM

10. Remarks for the good of the order ~ President Mensonides

- i. Reserved a room at a local restaurant after the Tradeshow on Saturday
- ii. Had a chance to have lunch with directors from Boeing, Renton, and SeaTac. Encouraged them to come to the WAMA Conference in June.
- iii. Scheduled a board meeting on Monday at the WAMA Conference for a strategic planning session (1) Will moderate a discussion and create an agenda for a three-hour planning session.
- iv. Randy, head of the FAA Region, has taken a new job at Alaska Airlines
- v. Tim sent an email to the board regarding the future of WSDOT updates and future of the Community Airport Association Conference. David Ketchum President of that organization will be retiring soon and conversations need to be had between the two organizations.

11. Adjourn ~ President Mensonides adjourned the meeting at 1:58 PM