



**Board of Directors
Chelan Douglas Regional Port Authority
Meeting Minutes
January 25th, 2022
9:00 am**

Present:

Directors:

JC Baldwin, Director
Rory Turner, Director
Donn Etherington, Director

Jim Huffman, Director
W. Alan Loeb sack, Director
Mark Spurgeon, Director

Staff:

Jim Kuntz, Chief Executive Officer
Trent Moyers, Director of Airports
Craig Larsen, Economic Dev. Manager
Stacie de Mestre, Capital Projects Manager
Sarah Deenkik, Comm. Specialist (Zoom)
Laura Camarillo Reyes, Admin. Assistant (Zoom)

Monica Lough, Dir. of Finance & Admin.
Ron Cridlebaugh, Dir. of Economic Dev.
Quentin Batjer, Legal Counsel
Cami Harris, Executive Assistant
Esther McKivor, Acct.Specialist (Zoom)
Bealinda Tidd, Accounting Specialist (Zoom)

Guests:

Erik Howe, RH2 (Zoom)
Kyle Lamb, KPQ (Zoom)

Ray Dobbs (Zoom)

The Chelan Douglas Regional Port Authority Board Meeting was called to order at 9:00 am.

Introductions were made.

Conflict of Interest: None

CDRPA CONSENT AGENDA:

The Chelan Douglas Regional Port Authority Consent Agenda consisting of minutes of January 11th, 2022 meeting; and December 2021 Commission Calendar was presented and the following action was taken:

Motion No.

Moved by:
Seconded by:

01-16-22 CDRPA

W. Alan Loeb sack
Mark Spurgeon
To approve the CDRPA Consent Agenda consisting of minutes of January 11th, 2022 meeting; and December 2021 Commission Calendar, as presented.

Motion passed 6-0.

CDRPA ACTION ITEMS:

SR 28 Corridor Study – Interlocal Agreement – Kuntz reviewed a proposed Interlocal Agreement with the Chelan-Douglas Transportation Council, City of Quincy, the Port of Quincy, and the Chelan Douglas Regional Port concerning the SR 28 Corridor Study. The study will estimate future travel demands and develop a planning-level cost estimate to expand SR 28 and SR 128 from two lanes to four to I-90. Discussions ensued and the following action was taken:

Motion No.	01-17-22 CDRPA
Moved by:	Mark Spurgeon
Seconded by:	W. Alan Loeb sack
	To approve an Interlocal Agreement and authorize the CEO to sign the Agreement.

Motion passed 6-0.

Pangborn Industrial Park Revised Land Lease Rates – Kuntz presented the proposed revised Land Lease Rates for property at Pangborn Industrial Park. The proposed rate increase will bring the properties more in line with the current market in the area. The following action was taken:

Motion No.	01-18-22 CDRPA
Moved by:	Jim Huffman
Seconded by:	W. Alan Loeb sack
	To approve the revised Pangborn Industrial Park Land Lease rates, as presented.

Motion passed 6-0.

2022 Attorney Hourly Billing Rates – Kuntz reviewed a proposed increase in legal billing rates for 2022. Discussion ensued and the following action was taken:

Motion No.	01-19-22 CDRPA
Moved by:	W. Alan Loeb sack
Seconded by:	Jim Huffman
	To approve the 2022 Regional Port Attorney hourly billing rates, as presented.

Motion passed 6-0.

Contractor Yard – Pangborn Industrial Park – Discussion concerning leasing Pangborn property off 8th Street for contractor yards. No action was taken. Staff will further research the feasibility of this type of use including issues such as required restroom, site access, utilities, and necessary site improvements.

CDRPA INFORMATIONAL ITEMS:

- **Kuntz provided an update on several meetings Board and/or staff recently attended including:**
 - Lineage Working Session
 - Greater Wenatchee Irrigation District meeting
 - Icicle Irrigation District meeting

Director Baldwin called for a 5-minute break at 10:15 am; meeting reconvened at 10:20 am

MISC STAFF REPORTS:

Kuntz provided information and updates including:

- Reported the Lytle Property purchase closed last week; continue to work on Van Well Property purchase.
- Update on the recent property sales in North Wenatchee.
- Malaga rezone was approved last week.
- Holding a General Aviation Tenants meeting on February 2, at 6:00 pm.

Moyers provided information and updates including:

- Reported the FBO Manager & Line Service positions have been filled. Still have two vacant positions.
- Airport Consultant RFQ has been published and submittals are due February 4th.
- Continue to talk with various Airlines concerning additional air service.

Russ provided information and updates including:

- Will receive one new truck tomorrow; one still on order.

PUBLIC COMMENT – An opportunity for public comment was provided; however, no public comments were received.

REVIEW CALENDAR OF EVENTS: Did not review.

ITEMS FROM BOARD OF DIRECTORS: Board of Directors provided various updates.

Meeting adjourned at 11:30 am.

Signed and dated this 8th day of February, 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY



JC Baldwin, Director



Jim Huffman, Director



Donn Etherington, Director



Mark Spurgeon, Director



Rory Turner, Director



W. Alan Loebach, Director