



**Board of Directors
Chelan Douglas Regional Port Authority
Meeting Minutes
September 27, 2022
9:00 am**

Present:

Directors:

*JC Baldwin, Director
Jim Huffman, Director
Mark Spurgeon, Director*

*Donn Etherington, Director
W. Alan Loeb sack, Director
Richard DeRock, Director (Zoom)*

Staff:

*Jim Kuntz, Chief Executive Officer
Monica Lough, Director of Finance & Admin.
Ron Criddlebaugh, Director of Econ. Dev.
Ron Russ, Property & Maintenance Mngr.
Colby Goodrich, FBO Manager (Zoom)
Julie Avis, Accounting Specialist (Zoom)*

*Tricia Degnan, CTC Manager (Zoom)
Sarah Deenik, Comm. Coordinator
Bobbie Chatriand, Admin Assistant
Lorena Amador, Accounting Specialist (Zoom)
Laura Camarillo-Reyes, Admin Asst. (Zoom)*

Legal Counsel:

*Quentin Batjer, Davis Arneil Law Firm, LLP
Pete Fraley, Ogden Murphy Wallace, PLLC*

Guests:

*Jason Taylor, KPQ (Zoom)
Steve Wilkinson, Wenatchee Chamber (Zoom)*

Emily Thornton, Wenatchee World

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

Introductions were made.

Conflicts of Interest: None

PUBLIC COMMENTS:

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

CDRPA CONSENT AGENDA

The Chelan Douglas Regional Port Authority Consent Agenda consisting of minutes from the September 13th, 2022 Meeting and August 2022 Commission Calendar was presented.

Motion No.
Moved by:
Seconded by:

09-10-22 CDRPA
W. Alan Loeb sack
Donn Etherington
To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of minutes from the September 13th, 2022 Meeting and August 2022 Commission Calendar.

Motion Passed 6-0

CDRPA ACTION ITEMS:

Authorization to Bid – CTC Salvage, Demolition, and Restoration

At the June 14, 2022 Board of Directors Meeting, staff was given direction to update the bidding documents for the CTC Salvage, Demolition, and Restoration Project in preparation to put the project out to bid this fall. DOH Associates has completed their updates and staff is seeking Board approval to solicit bids. The following action was taken:

Motion No.	09-11-22 CDRPA
Moved by:	Jim Huffman
Seconded by:	W. Alan Loeb sack
	To authorize the CEO to solicit bids for the CTC Salvage, Demolition, and Restoration Project.

Motion passed 6-0

Pangborn Airport Land Lease Term

Kuntz provided information on the airports current land lease terms. A group of aircraft owners have approached the airport with an interest in leasing land to construct a set of T-Hangars. They are requesting a longer lease term. A comparison of other Eastern Washington airports' land lease terms was provided for reference. Discussion ensued and the following action was taken:

Motion No.	09-12-22 CDRPA
Moved by:	Mark Spurgeon
Seconded by:	W. Alan Loeb sack
	To authorize land leases at Pangborn Memorial Airport for terms up to fifty years.

Motion passed 6-0

Aquatics Center/Sports Complex – Regional Port Role

Senator Brad Hawkins has requested the Regional Port have a lead facilitating role in the development of a regional aquatic center/sports complex. The Regional Port would potentially facilitate a study to determine the need and cost of a regional aquatic center/sports complex for our area. Additional information will be available at the next Aquatic Center Meeting being held October 19th at the Confluence Technology Center. Discussion ensued and there was no action taken.

Commissioner DeRock left the meeting at 10:00 a.m.

Director Baldwin called for a 5-minute break at 10:00 a.m. The meeting reconvened at 10:05 a.m.

INFORMATIONAL ITEMS:

Trades District – CERB Funding – Criddlebaugh updated the board on our recent award of a \$2,500,000 loan from the Washington Community Economic Revitalization Board. This low-interest loan will be used for the construction of the Trades District.

Army National Guard Update – Kuntz provided an update on the Army National Guard and their relocation. The estimated time frame of relocation is March 2024. They have finalized two budget request packages that have been submitted to the Office of Financial Management. Kuntz has requested a copy of both budget submittals.

FAA Taxiway Grant Update – de Mestre advised staff that \$10,090,532 in FAA funding has been awarded for the Taxiway Alpha Project. The project is moving forward with the original low bidder, Selland construction.

Cashmere Mill District Update – Kuntz presented two projected land sale options for the Cashmere Mill District land that is located North of Sunset Highway. The presentation also included land cost allocations and the cost for the approved Waste Removal Project.

MISCELLANEOUS STAFF REPORTS:

Kuntz provided information and updates including:

- Kuntz provided an update on the Chelan Airport Waterline Project. He still waiting to hear how the water will be allocated between the airport and other uses, such as housing.
- Kuntz mentioned the City of Wenatchee is proposing the formation of a tax increment financing (TIF) district and provided a map of the redevelopment area on North Wenatchee Avenue.
- Kuntz noted that Horizon Air will be starting its regional jet service on December 7th. Also, Horizon Air will be having a Town Hall Meeting on October 14th in Wenatchee.

Lough provided information and updates including:

- Lough provided information to the Board that our annual audit was recently completed and there were likely no findings. The exit conference for this year's audit is scheduled for this Friday. Kuntz thanked Monica and the accounting staff for a job well done.

de Mestre provided information and updates including:

- de Mestre reported the MALSR project has started with an estimated completion date of December 2nd. Also noted, the FAA is on site during this project providing guidance as well as inspecting the project as it nears completion.
- de Mestre updated the Board on the Waterville Airport Lighting Project. There have been issues with ordering and procurement of items needed to complete the project. This project will begin in early spring 2023 and be completed by June 30, 2023.

Russ provided information and updates including:

- Russ updated the Board on the GWID annexation of port properties, notice of intention has been submitted and the SEPA process is completed.

Cridlebaugh provided information and updates including:

- Cridlebaugh updated the Board that Hank Cramer, who is a representative of Congressman Newhouse, has been meeting at the Regional Port Administrative Offices with veterans from the surrounding area once a week.

Degnan provided information and updates including:

- Degnan provided an update on the front entry way project at the CTC. The water feature has been removed and native plants will be planted. This project will be completed by late fall.
- Degnan also updated staff on the audio system upgrade. This project is behind schedule and should be completed in early 2023. Obtaining items needed to complete this project has been an issue.

PUBLIC COMMENTS: An opportunity for public comment was provided. No public comments were received.

REVIEW CALENDAR OF EVENTS: Several dates and events were reviewed.

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

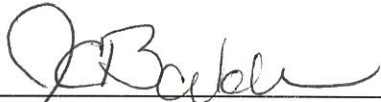
EXECUTIVE SESSION:

Executive session was announced at 11:30 a.m. for a period of thirty-minutes with no action anticipated at the conclusion of the session. The purpose consisted of RCW 42.30.100(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price and RCW 42.30.110(1)(i) to discuss with legal counsel litigation, potential litigation, and/or legal risks. The session was extended at 12:00 p.m. for an additional twenty-minutes. Executive session concluded at 12:20 p.m.

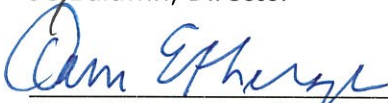
The meeting reconvened in Regular Session with no action taken. Director Baldwin called for a break, to reconvene at the Chelan County Tri- Commission Meeting at 1:00 p.m.

Signed and dated this 11th day of October 2022.

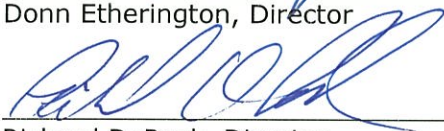
CHELAN DOUGLAS REGIONAL PORT AUTHORITY



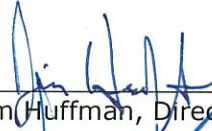
JC Baldwin, Director



Donn Etherington, Director



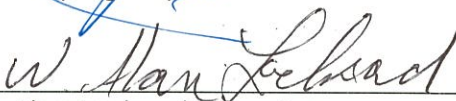
Richard DeRock, Director



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Mark Spurgeon, Director



W. Alan Loebsock, Director