



PORT OF CHELAN COUNTY
Board of Commissioners
Draft Meeting Minutes
125 Easy St, Wenatchee, WA 98801
 November 15th, 2006
9:00 am

Present:	Michael H. Mackey, President JC Baldwin, Vice President Jim Knapp, Secretary Mark Urdahl, Executive Director Pete Fraley, Legal Counsel Monica Lough, Internal Auditor Ron Johnston-Rodriguez, Economic Development Director	Dayle Rushing, Property/Risk Manager Laura Jaecks, CTC Building Manager Carleen Elliott, Accounting Assistant Judy Bradford, Recording Secretary Pat Moore, Airport Manager Jon Eberle, Real Estate Engineer Chris Rader, Media Relations Consultant
Others:	Bill Stokes, Chelan County Citizen Jerry Paine, Chelan County Citizen	Bruce Baguley, NOPA

Port Commissioner Mike Mackey called the meeting to order at 9:00 am.

Consent Agenda*

The consent agenda was presented for consideration:

Motion No. 11-12-06

Moved By: James H. Knapp

Seconded By: Michael H. Mackey

To approve the consent agenda including items B-F consisting of Resolution 2006-12 establishing the Port 2007 holiday schedule, minutes of October 18th and November 1st regular Port Commission meetings, minutes for the November 3rd, 2006 special Commission meeting, Pangborn Airport Register Pages (#1058-#1060), Port Register Pages (#2026-#2032) consisting of the following:

<u>Register Page:</u>		<u>Voucher:</u>	<u>Total</u>
		#25468- 25474 & electronic payroll deposits	\$ 57,883.14
#2026--OCT Payroll	10/31/06		
#2027-- Oct Month End	10/31/06	#10697 -- 10670	57,278.59
#2028--Capitalized	11/15/06	#10702 -- 10703	45,558.41
#2029-- CTC	11/15/06	#10704 -- 10715	33,790.13
#2030-- Oct bills pd	11/15/06	#10716 -- 10738	41,657.56
#2031 -- Same	11/15/06	#10739 -- 10757	25,842.81
#2032-- Oct Expns Reimbrs	11/15/06	#10758 -- 10763	1,316.52
			\$ 263,327.16

74 warrants totaling \$ 263,327.16 for approval November 15, 2006.

and, additionally, Port Special Register Page (#2033) in the amount of \$432,000 payment which was authorized at the November 8, 2006, Commission meeting.

Motion Carried.

Port Budget

Public Hearing on 2007 Final Budget

Commission President Mike Mackey opened a public hearing on the Port's 2007 Final Budget.

Internal Auditor, Monica Lough, reviewed the few changes to the draft budget from the November 1st, 2006, Commission Meeting. The totals in the Maintenance and Operations Budget for Port and CTC have not changed. In the disbursements reflected on page 2 of the budget the Lake Chelan Airport amount decreased a little. The new budgeted amount approximates the 2002 contribution to the Lake Chelan Airport. Monica reported the City of Chelan is aware of the change and their final budget will reflect the decreased amount.

Under capital improvements, the improvements for the OSBP have been added as line items.

A new column for a \$1,750,000 entry in capital improvements has been set aside for comprehensive planning. A separate column has been added to show the funds are reserved for comprehensive planning with the expectation that there will be projects that come out of the comprehensive planning process.

Commissioner Knapp suggested a change to make a statement to the public about the commitment of the Port of Chelan County and its ability and desire to finance and take care of Pangborn Memorial Airport. Commissioner Knapp believes this amount should be increased to \$500,000 by decreasing to \$1,600,000 the comprehensive planning projects. The Port needs to plan for the anticipated project improvements at Pangborn.

Commissioner Mackey asked for public comment. Mr. Bill Stokes voiced an objection to the levy raise. The Port's budget is strong and Stokes does not see that the levy increase is needed.

There being no further public comment the public hearing on the 2007 Port budget was closed at 9:15 am.

Lough briefly reviewed with Commissioners the different levy rates: the 2006 levy rate is \$.36705 /\$1,000. In 2007, with the 1% increase the levy rate will be \$.34768/\$1,000 and without taking the 1% increase it will be \$.34434/\$1,000.

2007 Final Port Budget

Resolution #2006-13 authorizing an increase in the Port tax levy pursuant to section 209 of referendum 47 (RCW 84.55.120) as limited by Initiative 747, and resulting for 2007 collections was presented for Commission consideration.

Pete Fraley reviewed the resolution with Commissioners and explained its impact: \$19,932 will result from the 1% levy increase; new construction and add-ons amount to \$59,300. Both items are included in the budget that has just been reviewed.

Motion No. **11-13-06**

Moved By: *James H. Knapp*

Seconded By: *Michael H. Mackey*

To approve Resolution No. 2006-13 as presented.

Motion Carried.

Resolution #2006-14 authorizing an increase in tax levy capacity pursuant to section 209 of referendum 47 (RCW 84.55.120) and finding substantial need to bank the highest allowable levy for future budget needs was presented for Commission consideration.

Pete Fraley reviewed the resolution with Commissioners. Fraley explained banking additional levy capacity, and that the Port has been banking levy capacity for a number of years. The 2006 levy was \$1.993 million. The highest amount possible if the banked capacity was drawn is \$2,203,000. At this point in time the Port's banked capacity is approximately \$200,000. Staff is recommended banking capacity.

The total amount for banked capacity on the 2007 levy would be \$2,285,184.

Fraley explained it would require a special meeting with public notice that Port is approving the amount using banked capacity. It would almost have to happen at budget time.

Motion No. 11-14-06
Moved By: James H. Knapp
Seconded By: Michael H. Mackey
To approve Resolution No. 2006-14 as presented. Motion Carried.

Resolution #2006-15 approving the 2007 budget as amended was presented for Commission consideration.

Motion No. 11-15-06
Moved By: James H. Knapp
Seconded By: Michael H. Mackey
To approve Resolution No. 2006-15 as amended. Motion Carried.

An authorization of Levy Certification authorizing the Executive Director to sign the Levy was presented for Commission consideration.

Motion No. 11-16-06
Moved By: James H. Knapp
Seconded By: Michael H. Mackey
To approve the Levy Certification as presented and authorizing the Executive Director to sign the document.
Motion Carried.

Pangborn Memorial Airport PFC application 07-07-C-00-EAT Public Comment

Pat Moore presented the Passenger Facility Charge (PFC) Application #7. Jim Moon from Horizon Airline was unable to get over the Pass today. Moore explained the PFC ticket tax. Pangborn is charging \$4.50 per ticket charge for flights departing from Pangborn. Connecting flight in Seattle receive an additional pfc tax \$4.50

Pangborn Airport must apply for the funds for approved projects through the FAA. With these funds Pangborn is able to reimburse the sponsors of a project from the FAA. Once the funds are reimbursed, they can then be spent on any project.

Horizon has a review period, the public has a comment period, and then the airport should receive the collection authority which in this case should be by February 21, 2006.

Moore asked for authority to complete the application process.

Motion No. 11-17-06
Moved By: James H. Knapp
Seconded By: Michael H. Mackey
To authorize the Airport Manager to sign the Passenger Facility Charge (PFC) Application 07-07-C-EAT as presented. Motion Carried.

This PFC application will go before the Port of Douglas County today.

Update

Moore reported she is working on a lease for the café at the airport. The interested party is experienced food service people.

Moore briefed the Commissioners regarding the realignment of Grant Road. Douglas County is continuing to work with the landowners. There is a short window for people developing the property north of the airport. The airport also met with the property owners.

Moore is requesting \$5,000 additionally from the Ports, and \$5,000 from Douglas County for the design work. RH2 Engineers is doing the design work. The dollar amount has gone up on the design feasibility. The increased estimate is \$9,500 including surveying which the county may be able to do the value of which is approximately \$3,500.

Moore is requesting an additional 500 today and will ask for 500 from Port of Douglas. If Douglas County can not do the surveying, then she will be back to ask for more funds.

Commissioner Knapp suggested the Port authorize the airport manager to move ahead with the surveying as well.

Motion No. 11-18-06

Moved By: James H. Knapp

Seconded By: Michael H. Mackey

To authorize the Port of Chelan County to contribute up to an additional amount not to exceed \$3,000 to Pangborn Memorial Airport for the design work on the realignment of Grant Road subject to the proportional participation of the Port of Douglas County in funding the work. Motion Carried.

Douglas County informed Pat Moore the application to the Economic Development District was not accepted because there was not enough time to take it before the Douglas County Regional Economic Development Council for review.

Moore reported the Veterans of Foreign Wars has asked to place a plaque in the terminal notifying veterans who to contact for VFW assistance.

Commissioners should generate a policy from the Port about what is allowed and what is not allowed to be displayed in the terminal.

Commissioners directed Moore to allow the plaque to hang temporarily until a Port policy is established. They directed Moore to put up a notice from both Ports to list contact numbers for Veterans to receive assistance. The item will be put on the agenda for a future meeting.

Fraleay announced the lease between Pangborn Memorial Airport and the Port of Douglas is in final form. It should come to next Commission meeting.

Confluence Technology Center

Update

Laura Jaecks reported to Commissioners on plans for the Yahoo! Inc ribbon cutting ceremony which will start at 1:00 pm November 16, 2006 at the CTC. Locals will

Speak first then Yahoo takes the podium. Guided tours of the Yahoo! space will begin at 2:00 pm with a reception being held at the Chateau Faire Le Pont winery.

The meeting recessed at 9:48 am.

Executive Session

Regular session reconvened at 10:00 AM and immediately adjourned to executive session to discuss real estate matters.

Regular session was reconvened at 11:23 am.

Ron Johnston-Rodriguez provided a brief update to Commissioners on recent developments in the solar cluster strategy.

The meeting was adjourned at 11:25 am with no action taken.

Dated and approved this 13th day of December, 2006.

BOARD OF COMMISSIONERS

Mike Mackey, President
JC Baldwin, Vice President

James H. Knapp, Secretary-retired