



**September 15, 2017**

**MEDIA NOTICE: For Immediate Use**

The Board of Commissioners of the Port of Chelan County and the Pangborn Memorial Airport Governing Board will meet in regular session on Tuesday, September 19<sup>th</sup>, 2017 at 9:00 am in the conference room at the Port of Chelan County located at 238 Olds Station Rd. Suite A, Wenatchee, WA 98801. The meeting agenda is attached.

For more information, please contact:

Patrick Jones, Executive Director  
(509) 663-5159



**PORT OF CHELAN COUNTY**  
**Board of Commissioners**  
**Meeting Agenda**  
**238 Olds Station Road, Suite A, Wenatchee, WA 98801**  
**September 19th, 2017**  
**9:00 am**

Open Port of Chelan County Commissioners Meeting  
 Open Pangborn Memorial Airport Governing Board meeting

**PANGBORN MEMORIAL AIRPORT GOVERNING BOARD**

**PANGBORN MEMORIAL AIRPORT**

**I. CONSENT AGENDA**

A. Approval of minutes of September 5<sup>th</sup>, 2017 Governing Board meeting, and register pages #1798-#1802

WARRANT REGISTER LISTING					
DATE ISSUED	REGISTER PAGE		WARRANT BEGINNING #	WARRANT ENDING #	PAYMENT TOTAL
8/21/2017	Sales Tax	ACH	-	-	\$ 6,948.15
8/18/2017	Payables	1798	22855	22880	\$ 61,501.87
8/18/2017	Payables	1799	22881	22883	\$ 761.21
8/29/2017	Payroll	1800	22884	22888	\$ 80,509.25
8/29/2017	Payroll Tax	ACH	-	-	\$ 16,301.74
8/30/2017	Payables	1801	22889	22911	\$ 40,741.87
9/11/2017	AIP 38/PFC 12	1802	22912	22912	\$ 74,427.37
9/12/2017	Sales Tax	ACH	-	-	\$ 9,159.21
For approval September 19th, 2017, 58 warrants in the amount of					\$ 290,350.67

**II. ACTIVITY REPORT**

**III. AIRPORT DIRECTOR REPORT –Trent Moyers**

Close Pangborn Memorial Airport Governing Board meeting

**NOTE:** The Commission reserves the right to move agenda items as needed, even during the meeting. Port of Chelan County Commission meeting agendas and minutes are available on the port website: [www.portofchelancounty.com](http://www.portofchelancounty.com)

**PORT OF CHELAN COUNTY**

**I. CONSENT AGENDA**

- A. Approval of minutes of September 5<sup>th</sup>, 2017 Commission Meeting; minutes of September 13<sup>th</sup> Special Commission Meetings; minutes of September 14<sup>th</sup> Special Commission Meeting; register pages #3020-#3022; and August 2017 Commission calendar

PORT OF CHELAN COUNTY			
<u>Register Page:</u>	<u>Date Issued:</u>	<u>Warrants:</u>	<u>Total:</u>
-			-
#3020 – August 2017 Payroll	8/31/2017	#1823-1828 & electronic payroll deposits	\$100,782.17
#3021 - Month-End Payables	8/31/2017	#20734 - 20770	\$270,602.92
#3022 - Mid-Month Payables	9/19/2017	#20771 - 20808	\$178,608.95
			<b>\$549,994.04</b>
<b>80 warrants totaling \$549,994.04 for approval September 19, 2017.</b>			

**August 2017 Calendar**

Date	Meeting	Location	JCB	RT	DE
08/01/17	Meeting; Port Commission	Port of Chelan County Office	X	X	X
08/02/17	Meeting; Port/PUD Strategy	Port of Chelan County Office		X	
08/03/17	GWATA Summer Social	Highlander Golf Course	X		
08/03/17	Meeting; TLin	Port of Chelan County Office		X	
08/04/17	Hilton Garden Inn Ground Breaking	25 North Worthen St., Wenatchee			X
08/09/17	Meeting; MSpurgeon	Bella Bistro			X
* 08/09/17	Meeting; Pangborn Memorial Airport Planning	Executive Flight			X
08/09/17	Meeting; JJorgenson	Pybus Public Market	X		
08/10/17	Meeting; CDTC	Confluence Technology Center	X		
08/10/17	Toured Tree Top Facility	Cashmere Washington		X	
08/11/17	Meeting; MWalker	Pybus Public Market			X
08/14/17	Meeting; PJones	Port of Chelan County Office			X
08/15/17	Meeting; Port Commission	Port of Chelan County Office	X	X	X
08/16/17	Toured Pangborn with CWU Provost	Pangborn Memorial Airport		X	
08/17/17	Tech Industry Luncheon	Confluence Technology Center	X		
* 08/17/17	Meeting; JRojanasthien	Pybus Public Market	X		
08/18/17	Meeting; State Auditor's Office Exit Interview	Port of Chelan County Office			X
08/22/17	Meeting; Wenatchee Downtown Association	Mela Coffee Roasting Company			X
08/23/17	Meeting; Pangborn Staff	Pangborn Memorial Airport	X		
08/24/17	Meeting; CTC Condo Meeting	Confluence Technology Center		X	
08/26/17	Wenatchee Wine & Food Festival	Town Toyota Center	X		
08/29/17	Meeting; Our Valley, Our Future	Chelan-Douglas Land Trust			X
08/30/17	Meeting; Manson Parks Board	Manson Washington		X	
08/31/17	Meeting; MSpurgeon	Bella Bistro			X

\* indicates more than one meeting on the same day.

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**II. DISCUSSION ITEMS**

- A. Public input from the Draft Strategic Plan Outreach Meetings

**III. ACTION ITEMS**

- A. Approval of 2017-18 ADO Contract with the State Department of Commerce
- B. Approval of Contract for \$25,000 with WSU for Small Business Development Center services
- C. Approval of Personal Services Agreement with Berk Consulting, Inc.

**IV. STAFF REPORTS**

- A. Business Development
- B. Property Management and Development
- C. Director of Finance and Administration
- D. Executive Director

**V. PUBLIC COMMENT**

**VI. ITEMS FROM COMMISSIONERS**

- VII. EXECUTIVE SESSION:** An Executive Session may be called during the meeting. The purpose must be announced and is limited by RCW 42.30.110. Examples include: (1) to discuss with legal counsel litigation, potential litigation and/or legal risks (RCW 42.30.110(1)(i)); (2) to consider the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price (RCW 42.30.110(1)(b)); and (3) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price (final action selling or leasing public property shall be taken in a meeting open to the public)(RCW 42.30.110(1)(c)).

**VIII. ADJOURN**

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