



**PORT OF CHELAN COUNTY**  
**Board of Commissioners**  
**Meeting Agenda**  
**238 Olds Station Road, Suite A, Wenatchee, WA 98801**  
**April 17th, 2018**  
**9:00 am**

Open Port of Chelan County Commission Meeting

**I. CONSENT AGENDA**

A. Approval of minutes of April 3<sup>rd</sup>, 2018 Regular Commission Meeting; April 2<sup>nd</sup> and April 4<sup>th</sup>, 2018 Special Commission Meetings; Register Pages #3043-#3045; and March 2018 Commission Calendar

<b>PORT OF CHELAN COUNTY</b>			
<b><u>Register Page:</u></b>	<b><u>Date Issued:</u></b>	<b><u>Warrants:</u></b>	<b><u>Total:</u></b>
#3043 – March 2018 Payroll	3/30/2018	#1866 - 1871 & electronic payroll deposits	\$130,976.93
#3044 - Month-End Payables	3/30/2018	#21250 - 21285	\$70,570.01
#3045 - Mid-Month Payables	4/17/2018	#21286 - 21328	\$226,191.64
			<b>\$427,738.58</b>
<b>84 warrants totaling \$427,738.58 for approval April 17, 2018.</b>			

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**March 2018 Calendar**

	<b>Date</b>	<b>Meeting</b>	<b>Location</b>	<b>JCB</b>	<b>RT</b>	<b>DE</b>
	3/1/2018	GWATA Tech Talk	Badger Mountain Brewing	X		
	3/1/2018	Meeting; MWade	Pybus Public Market			X
*	3/1/2018	Meeting; PJones	Port of Chelan County			X
	3/6/2018	Meeting; Port Commission Meeting	Port of Chelan County	X	X	X
	3/7/2018	Meeting; BClennon	Starbucks	X		
	3/7/2018	Meeting; GArsenault and KOverbay	Bob's Classic			X
	3/8/2018	Meeting; Chelan-Douglas Trans. Council	Confluence Technology Center	X		
	3/8/2018	Meeting; Port of Douglas County	Port of Chelan County			X
	3/9/2018	Meeting; PJones, FKuntz and SKing	Palouse & Wenatchee Avenue		X	
	3/12/2018	Meeting; CLarsen and NWood	Weeds Café	X		
	3/13/2018	Meeting; Columbia Basin Development League	Advanced Tech. Education Center	X		
	3/14/2018	Wenatchee Chamber Annual Banquet	Wenatchee Convention Center		X	X
	3/15/2018	Meeting; CTC Condo Association	Confluence Technology Center	X	X	
*	3/15/2018	Meeting; Housing Roundtable w/City of Chelan	Chelan City Hall		X	X
	3/16/2018	Meeting; PJones, MLough and LJaacks	Port of Chelan County		X	
	3/20/2018	Meeting; Port Commission Meeting	Port of Chelan County	X	X	X
	3/21/2018	Meeting; Outdoor Recreation Industry	Confluence Technology Center			X
	3/21/2018	Meeting; Technology Sector Industry	Confluence Technology Center	X		
	3/26/2018	KOHO Radio Interview	KOHO Radio	X		
*	3/26/2018	WSDOT EconVitality/SmartGrowthAmerica	Confluence Technology Center	X		
	3/27/2018	KPQ Radio Interview	KPQ Radio		X	
	3/29/2018	Meeting; Port of Douglas County	Port of Chelan County			X
	3/30/2018	Cashmere Chamber Annual Auction/Dinner	Cashmere Riverside Center			X

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

**II. PRESENTATIONS**

- A. Manson Park & Recreation District Update  
– Robin Pittman, Executive Director
- B. Digital Media NW  
– Russ Alman and Dominick Bonney, Principals

**III. ACTION ITEMS**

- A. Authorize Executive Director to sign lease of the Port Technology Incubator at Pybus Market with Subsplash
- B. Approve Purchase and Sale Agreement with Executive Flight for two buildings at Pangborn Memorial Airport for \$4,500,000.
- C. Approve cost sharing with City of Chelan for Chelan Airport expansion waste disposal project, of \$23,914.75.
- D. Authorize Staff to sign Professional Services Agreement with DOH Associates for Architectural Services for a two-year period with an option for a one-year extension.
- E. Authorize Airport Director to place engineer’s estimate on file and seek bids for Fuel Station Project.
- F. Approve final acceptance of the Fire Station Modification Project.

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**IV. AIRPORT BUSINESS**

A. Consent Agenda – Approval of Register Pages #1833-#1837

PMA WARRANT REGISTER LISTING					
DATE ISSUED	REGISTER PAGE		WARRANT BEGINNING #	WARRANT ENDING #	PAYMENT TOTAL
3/19/2018	Payables	1833	23266	23291	\$ 114,276.04
3/19/2018	Payables	1834	23292	23300	\$ 27,018.15
3/28/2018	Sales Tax	ACH	-	-	\$ 3,705.10
3/28/2018	Payroll	1835	23301	23305	\$ 81,603.54
3/28/2018	Payroll Tax	ACH	-	-	\$ 14,787.27
3/30/2018	Payables	1836	23306	23324	\$ 63,922.68
4/3/2018	AIP 38	1837	23325	23325	\$ 50,818.30
4/9/2018	Sales Tax	ACH	-	-	\$ 4,161.69
For approval April 17th, 2018, 60 warrants in the amount of					\$ 360,292.77

B. Airport Director Report

**V. STAFF REPORTS**

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

**VI. PUBLIC COMMENT**

**VII. ITEMS FROM COMMISSIONERS**

**VIII. 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)).

**IX. ADJOURN**

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