



PORT OF CHELAN COUNTY
Board of Commissioners Meeting
Meeting Minutes
125 Easy St, Wenatchee, WA 98801
 June 6th, 2007
 9:00 am

- | | | |
|-----------------|--|--|
| Present: | Michael H. Mackey, President
Craig Larsen, Secretary
Mark Urdahl, Executive Director
Pete Fraley, Legal Counsel
Monica Lough, Internal Auditor | Dayle Rushing, Property/Risk Manager
Ron Johnston-Rodriguez/Director of Economic Development
Laura Jaecks, CTC Building Manager
Judy Bradford, Recording Secretary
Pat Moore, Airport Manager
Jon Eberle, Real Estate Engineer
Karen Kornher, RH2 Engineers
Kristina Stepper, J. Russell Creative Marketing |
| Others: | Bill Stokes, Chelan Co Citizen
Steve Robinson, Wenatchee Chamber | |

Meeting was called to order by President Michael Mackey at 9:00 am.

Consent Agenda

The consent agenda consisting of the minutes of the May 2nd, 2007 special Commission meeting, minutes of the May 16th, 2007 regularly scheduled Commission meeting, and the excused absence for Commissioner Baldwin was presented for consideration.

Motion No. **06-01-07**
Moved By: *Craig N. Larsen*
Seconded By: *Michael H. Mackey*
To approve the consent agenda consisting of the minutes of May 2, 2007 special Commission meeting, the minutes of the May 16th, 2007 regularly scheduled Commission meeting and the excused absence for Commissioner JC Baldwin as presented.
Motion Carried.

Director's Report

Wenatchee Valley Chamber Update

Steve Robinson provided a brief update to Commissioners on the activities and projects of the Wenatchee Valley Chamber of Commerce. (Copy of update outline is attached.) Wenatchee Valley Chamber prefers regional approaches to solve problems.

Robinson commented the Wenatchee Valley Chamber enjoys its relationship with the Port.

Property Director's Report

Change Order #1 for IB#3 project

Dayle Rushing reported on Change Order #1 received from Hale and Long on the renovation project taking place in Port industrial building #3. Terry Johnson of PKJB Architectural Group explained some of the larger specific items included in the change order. A copy of Property Manager's report attached. The total for change order #1 is \$41,815.

Motion No. **06-04-07**

Moved By: Craig N. Larsen

Seconded By: Michael H. Mackey

To approve Change Order #1 to a contract with Hale and Long for the renovation of Port Industrial Building #3 (IB#3) in the amount of \$41,815 as presented and authorize the Executive Director to sign.

Motion Carried.

After some discussion, change order #2 was also submitted for consideration.

Motion No. **06-05-07**

Moved By: Craig N. Larsen

Seconded By: Michael H. Mackey

To approve Change Order #2 to a contract with Hale and Long for the renovation of Port Industrial Building #3 (IB#3) in the amount of \$29,558 for additional cabinetry and shelving as presented and authorize the Executive Director to sign.

Motion Carried.

Rushing then updated Commissioners on the plans for moving day. On Saturday, July 7th, Choice Delivery with move all boxed up items that remain to the new Port office in IB#3.

Pangborn Memorial Airport

Approval of TSA grant for law enforcement officer

Pat Moore briefly reported on the burning of the old airport terminal building. The rubble will be removed within the next two or three weeks. The burning of the building went very well except for the unfortunate water leakage into the electric vault which has since been repaired. The basement area of the old terminal will be filled once the boiler is removed.

On a national basis, TSA is changing its method of reimbursement for the airport law enforcement officer. It is now a very complicated grant process. Airport staff managed to pull the application together; and, fortunately, Pangborn had already acquired the four necessary access codes. Staff will need to talk directly with FAA in Washington DC to finalize the application as there is no information available locally. The federal government mandated a 3% increase for law enforcement officers. However, the TSA does not have the funding for reimbursement. So the 3% raise for the LE officer has been terminated. The federal government mandated to have the LE officer, but may not have reimbursement funds available.

TSA reimbursement for the LE officer is only for the time he is actually at the screening area. The airport has been using the LE officer's services to monitor the parking lot, and to assist in providing airport security with 2-3 checks a day of the airport premises.

Motion No. **06-02-07**

Moved By: Craig N. Larsen

Seconded By: Michael H. Mackey

To authorize the Airport Manager to sign an application to the TSA for funds for on-site law enforcement services for the airport terminal for the period beginning October 1, 2007 and ending September 30, 2008.

Motion Carried.

Resolution 07-01 guaranteeing grant match funds availability

Pat Moore reported she is working on a grant to the State of Washington (WSDOT) for funds for a OMNI directional lighting system at the airport. Moore is not sure of the exact cost of the system, but \$50,000 being requested. Through PFC (passenger facility charge) process, Moore hopes to find additional funds to get the system installed. The OMNI directional lighting system is a series of strobe lights that lead the plane to the runway. Normally five we have room for four. It will be a non standard system. PMA will own and maintain the system. The old lighting system is outdated and difficult to get replacement parts for. Currently there is a black hole for air approach from this direction. 90% of the time this is the direction planes will use to land at Pangborn due to the wind. This is a

safety issue. FAA will not fund the old system any longer. This would be state dollars from WSDOT and a match would be required.

The airport may not be able to do this system this year, but Moore wants to get the funding in place. She believes the airline would support this project in the PFC funding. Currently the PFC rate is \$4.50.

Motion No. **06-03-07**

Moved By: Craig N. Larsen

Seconded By: Michael H. Mackey

To approve Pangborn Memorial Airport Resolution 07-01 guaranteeing grant match funds availability for an OMNI directional lighting system at Pangborn Airport. Motion Carried.

Update

Moore reported the Douglas Co Fire District has requested to house a volunteer fireman in the airport-owned house just west of Union St until such a time as the building is moved. The FAA has stated this would be good use of the building. Providing this home for the fire district use would require an interlocal agreement amendment. The amendment will come back to Commissioners at a future meeting.

Pete Fraley explained a slight problem surfaced with the O'Kelly transaction in the preliminary title report. However, it seems the O'Kellys have resolved the problem.

Moore reported a meeting scheduled this week to work on the scope of the master plan project, to meet the consultant, and includes a phone conference with Mary Vargas of the FAA. This meeting will address some of the issues Mary Vargas had. Kristina Stepper will be providing media support on the master plan process.

Confluence Technology Center

Update

Laura Jaecks covered the highlights of her written report to Commissioners.

Commissioner Mike Mackey recessed regular session at 10:10 am. Regular session reconvened at 10:18 am.

Financial Review of 1st Qtr 2007

Monica Lough reviewed budget and actual expenses for first quarter 2007 with Commissioners. No action was taken.

Executive Session

An executive session was not needed, and was removed from the agenda.

Additional Items

Mark Urdahl explained the next commission meeting on June 13th will be a work session on the Advanced Vehicle Innovation led by the Economic Development Director Ron Johnston Rodriguez.

Dayle Rushing provided a brief update of the Port tenants: Design Salt is poised to sign a five year contract for space in the south east side of IB#1; Cascade Powder Coating has not responded back to options proposed by the Port for additional space requested.

Commission meetings regularly scheduled for June and July are: June 13, June 20th, July 4th-cancelled due to holiday, July 11th, and July 18.

Commission Larsen will be on vacation July 4th through July 15th.

With moving the office and the Fourth of July holiday, management team reports won't be due to Commissioners until July 13th.

Mark Urdahl reported the public disclosure request of Douglas County did not include internal communications, but the Port of Chelan County won't pursue the information any further.

There being no other business items the meeting was adjourned at 10:53 am.

Dated and approved this 20th day of June, 2007.

BOARD OF COMMISSIONERS

Michael H. Mackey, President
JC Baldwin, Vice President - Excused Absence
Craig N. Larsen, Secretary