

Board of Directors
Chelan Douglas Regional Port Authority
Meeting Minutes
August 10th, 2021
9:00 am

Present:

Directors

JC Baldwin, Director
W. Alan Loeb sack, Director
Rory Turner, Director

Jim Huffman, Director
Donn Etherington, Director (Zoom)
Mark Spurgeon, Director

Staff

Jim Kuntz, Chief Executive Officer
Stacie de Mestre, Capital Projects Mgr.
Tricia Degnan, CTC Manager (Zoom)
Sarah Deenik, Communications Coord. (Zoom)
Bealinda Tidd, Accounting Specialist (Zoom)
Laura Camarillo Reyes, CTC Asst. (Zoom)

Monica Lough, Dir. of Finance & Admin.
Cami Harris, Executive Assistant
Ron Russ, Property Mgr. (Zoom)
Quentin Batjer, Legal Counsel
Esther McKivor, Acct. Specialist (Zoom)

Guests

Erik Howe, RH2 (Zoom)
Bob Goedde, City of Chelan (Zoom)
Flint Hartwig (Zoom)
Shilian Xiao, Pangborn Café (Zoom)
Riley Shewak, CDTC
Ben Johnson, Maul Foster (Zoom)
Ray Dobbs (Zoom)

Erin McCardle, City of Chelan (Zoom)
Ellyn Freed, Forte Architects
Jeff Kirkley, Pangborn Café (Zoom)
Jeff Wilkens, CDTC
Evelyn Lundeen, Maul Foster (Zoom)
Lisa Pritzl, Maul Foster (Zoom)
Sydney Gonzales, Wen. World (Zoom)

The Chelan Douglas Regional Port Authority (CDRPA) Meeting was called to order at 9:00 am. Due to COVID-19 restrictions, the meeting was held at Confluence Technology Center and via Zoom as previously posted in the required Public Meeting Notice.

Introductions were made.

Conflict of Interest: None

CDRPA CONSENT AGENDA:

The Chelan Douglas Regional Port Authority Consent Agenda consisting of minutes July 27th, 2021 Commission Meeting; and Check Register Pages #2021-24-#2021-28 including Electronic Transfers, was presented and the following action was taken:

Motion No.

Moved by:

Seconded by:

08-01-21 CDRPA

JC Baldwin

Mark Spurgeon

To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of minutes of July 27th, 2021 Commission Meeting; and Check Register Pages #2021-24-#2021-28, including Electronic Transfers, as presented.

Motion passed 6-0.

PORT OF DOUGLAS COUNTY CONSENT AGENDA:

The Port of Douglas County Consent Agenda consisting of Check Register Page #2021-04, was presented and the following action was taken:

<i>Motion No.</i>	08-02-21 PODC
<i>Moved by:</i>	Jim Huffman
<i>Seconded by:</i>	Mark Spurgeon
	<i>To approve the Port of Douglas County Consent Agenda consisting of Check Register Page #2021-04, as presented.</i>

Motion passed 3-0.

PRESENTATIONS:

Pangborn Café – Jeff Kirkley & Shilian Xiao provided information on their background and vision for their new café at Pangborn Airport. They thanked the Board for the opportunity and support.

Chelan Douglas Transportation Council – Jeff Wilkens & Riley Shewak provided an update on the City of Wenatchee’s Confluence Parkway Project. The project was recently awarded a \$92.0 million Federal Grant. The remainder of the funding for the project (\$120 million) will likely need to come from a State of Washington Transportation Package. Wilkens & Shewak also provided information on the SR 28 Corridor Study Project. They believe the study needs to incorporate economic growth projections in Western Grant County. The Board concurred.

S.P.O.R.T. Wenatchee – Elyn Freed & Flint Hartwig provided an update on the status of S.P.O.R.T. Wenatchee’s purchase of Lineage North. Preliminary plans have been submitted to the City of Wenatchee and they anticipate final plans will be submitted by November 1st. Kuntz reported the Purchase & Sale Agreement expired on August 2nd after S.P.O.R.T. failed to secure financing and file a completed building permit with the City of Wenatchee, as required in the Purchase & Sale Agreement. Kuntz suggested that instead of setting another hard deadline, S.P.O.R.T. should continue to work on financing and building plans and when complete approach the Regional Port to re-instate the Purchase & Sale Agreement. The Board concurred.

CDRPA ACTION ITEMS:

Partners in Economic Development Grant Request – Manson Park & Recreation District – Kuntz reviewed the Partners in Economic Development Grant Request from the Manson Park & Recreation District for the Manson Marina Breakwater Replacement Project. The request is for a total of \$25,000 with half being funded in 2021, and the remainder in 2022. Kuntz noted there is \$50,000 remaining in the “placeholder account” to fund the request. Discussions ensued and the following action was taken:

<i>Motion No.</i>	08-03-21 CDRPA
<i>Moved by:</i>	JC Baldwin
<i>Seconded by:</i>	Mark Spurgeon
	<i>To approve the Manson Park & Recreation District Partners in Economic Development Grant request in the amount of \$25,000.</i>

Motion passed 6-0.

Director Loeb sack called for a 5-minute break at 10:25 am; Meeting reconvened at 10:30 am.

INFORMATIONAL ITEMS:

Washington State Department of Ecology – Remedial Action Grant/Rock Island Silicon Smelter Site

– Kuntz provided information on the \$1.0 million Remedial Action Grant the Regional Port recently received from the Washington State Department of Ecology for the former Rock Island Silicon Smelter Site. Kuntz reviewed the estimated cost of redevelopment of the site as previously presented to the Board at an April meeting. The grant would build on previous investigations and fully fund the site characterization and perhaps substantial clean-up activities. Ben Johnson & Lisa Pritzl (Maul Foster) provided further information concerning the grant and site. The Board was not supportive of the Regional Port accepting the grant and suggested reaching out to the City of Rock Island to determine their interest in accepting the grant.

Chelan Airport Joint Meeting – Kuntz reviewed a proposed September 28th joint meeting date with the City of Chelan. Per the Joint Operating Agreement between the City and the Regional Port, two meetings per year are required. Kuntz reviewed a potential list of topics and is awaiting confirmation from the City concerning the proposed date and agenda.

The Trades District – Kuntz reviewed initial leasing guidelines and potential lease rates for the Trades District buildings at Pangborn Airport Business Park. Staff has been working with The Beckett Group to prepare and submit a grant request for an Economic Development Administration (EDA) Grant to fund a significant portion of the project. In addition to the EDA Grant, the Regional Port will seek funds from several other sources. Discussion ensued and the following action was taken:

Motion No.
Moved by:
Seconded by:

08-04-21 CDRPA
Mark Spurgeon
Rory Turner
To authorize the CEO to prepare & submit a grant application to the EDA for the Trades District Project at Pangborn Airport Business Park.

Motion passed 6-0.

Carlos Torres Property – Kuntz presented a proposed Purchase & Sale Agreement for the Carlos Torres orchard property in Malaga. The following action was taken:

Motion No.
Moved by:
Seconded by:

08-05-21 CDRPA
Rory Turner
Jim Huffman
To authorize the CEO to enter into a Purchase & Sale Agreement with Carlos A. Torres subject to the amount not to exceed \$625,800 plus closing costs.

Motion passed 6-0.

MISC. STAFF REPORTS:

Kuntz provided information and updates including:

- Reported on the recent Army National Guard tour of the Executive Flight building.
- Awaiting an amended agreement with Douglas County Fire District 2 concerning Pangborn Airport ARFF contract.
- Reported Douglas County PUD has rejected the Regional Port’s request to have an unused easement removed on the Fibro property.
- Update on a recent meeting with Alyce Brown at the NCW Economic Development District.
- The Regional Port will host a booth at the Waterville Fair; a sign-up sheet for shifts was circulated.
- Reviewed potential dates for the Regional Port Annual Board Retreat; it was decided the date will be October 18th at 10:00 am (location TBD).

Lough provided information and updates including:

- Reviewed 2021/2022 Enduris insurance rates.
- Researching options for Port health insurance for 2022; will bring back information at an upcoming meeting.

de Mestre provided information and updates including:

- Report was received on the Johnson Hangar soil testing. Some low concentrations of herbicide/pesticides were detected but are likely below state standards. RH2 is reviewing the report and will provide final findings soon.

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

REVIEW CALENDAR OF EVENTS: Kuntz reviewed several upcoming events.

ITEMS FROM BOARD OF DIRECTORS: Directors provided various updates.

Meeting was adjourned at 1:45 pm.

Signed and dated this 24th day of August, 2021.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY



JC Baldwin, Director



Jim Huffman, Director



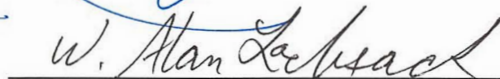
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