

PORT OF DOUGLAS COUNTY



*Resource Rich
People Strong*

COMMISSION AGENDA - Wednesday, January 14, 2009, 8:30a

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| 1. | Consent Agenda: 13 th Month & January Warrants, December Meeting Minutes, Appointment of Officers, Confirmation of Meeting Date & Time | Action |
| 2. | FAA Grant Application Authorization | Action |
| 3. | PMA Update | Information |
| 4. | ORP Contract Renewal for 2009 | Action |
| 5. | Resolution to Cancel Warrant | Action |
| 6. | December Financial Statement | Information |
| 7. | Review of Strategic Plan | Information |
| 8. | Update of W/M Airports Supplemental Funding Request | Information |
| 9. | Old Business – NHThree Ammonia Update, Manufacturing Summit | Information |
| 10. | New Business – ROI new business prospects, New Building Discussion | Information |
| 11. | Commission Schedule & Upcoming Meetings | Information |

AGENDA SUMMARY

8:30 meeting at the Port of Douglas Conference Room

1. Consent agenda includes January & 13th month warrants, December meeting minutes, Commission meeting schedule: 2nd & 4th Wednesday of the month at 8:30a; and Commission officers: President – Alan Loeb sack, Vice President – Jim Huffman, Secretary – Mark Spurgeon. **Motion item: Motion to approve the consent agenda. Recommendation: Staff recommends approval of this item.**
2. PMA staff will provide description of airport improvement projects for FAA funding that is prioritized in the event of additional resources that become available from a federal stimulus package. The grant application must be submitted by January 16, 2009, and the Airport is requesting authorization to submit the application and for each port director to sign the grant assurances. **Action item: Motion to authorize application for FAA funding of PMA projects, and for each port director to sign the grant assurances. Recommendation: Staff recommends approval of this item.**
3. PMA staff will provide an update of Airport activities.
4. Char & Jeff Smith are requesting a renewal of the ORP Concessionaire Agreement. Final concession fee for 2008 must be received first. **Action item: Motion to approve 2009 ORP Concession Agreement with Jeff & Char Smith. Recommendation: Staff recommends approval of this item.**
5. A warrant for Clear Focus in the amount of \$79.90 was lost and a resolution is needed to cancel the voucher. **Action item: Motion to approve Resolution 09-01 to cancel the warrant to Clear Focus in the amount of \$79.90. Recommendation: Staff recommends approval of this item.**
6. Mel Henkle will provide a financial update and year-end summary.
7. Review of Strategic Plan for 2009.
8. Port staff will provide update on supplemental funding that was approved for W/M Airport resurfacing projects. Approval of the change order increased the total project amount and subsequently increased the Port's 10 percent match required for the WSDOT Aviation Division grant.
9. Old business information – Port staff met with project participants for the NHThree Ammonia project and the manufacturing summit and will provide an update on each project.
10. New business – ROI is scheduling meetings with prospective new businesses in Vancouver Canada the first week of February. Jon Eberle will be attending to discuss new building construction.
11. Commission Schedule & Upcoming Meetings.
 - o January 14 – Noon Network Luncheon: Overview of Eastmont School District's Maintenance & Operation Levy.
Location – Eastmont High School.
 - o January 28 – Next POD & PMA Governing Board Commission Meeting