

DOUGLAS COUNTY PORT COMMISSION

Wednesday, June 25, 2008

MINUTES OF THE REGULAR PORT COMMISSION MEETING

Port of Chelan County Conference Room
238 Olds Station Road, Suite A
Wenatchee, WA 98801

Present: Mark Spurgeon, Commission President
Alan Loeb sack, Commission Vice President
Jim Huffman, Commission Secretary
Pat Haley, Director
Doug Provo, Business Manager
Mandy McCaw, Administrative Assistant
DJ Anderson, Maintenance Manager

Mr. Spurgeon called the meeting to order at 8:33 a.m.

Consent Agenda

1. May 28, 2008 Meeting Minutes
2. June 11, 2008 Meeting Minutes
3. Warrant Register 2008-06-2 Warrants 1003223-1003245 \$27,754.34

Motion 06-25-01

Motion: To approve the Consent Agenda.

Moved: Jim Huffman

Seconded: Alan Loeb sack

Carried Unanimously

Lease Contract with Commercial Millwork

Mr. Haley informed the Board that Commercial Millwork has shown interest in leasing space in the Port building. Initially the owner Jack Cattin was shown bay 2 and after touring the rest of the building he was much more interested in bay 4 which is currently being used as the Port's Maintenance shop. Bay 4 is not currently for lease so Mr. Haley presented the Board with numerous options for the situation. The Board discussed the issue in detail and directed Mr. Haley to check references provided by Commercial Millwork in order to provide more information on the viability of the company, and to pursue due-diligence efforts by checking with George Buckner of the Quest Loan Fund and Jim Fletcher of the Small Business Development Center. Mr. Anderson was present to share his concerns regarding moving the shop into bay 2. The Board deferred this item to the next regular Port Commission meeting, there was no action taken on this item.

Mr. Loeb sack led the Board in a discussion regarding a new option, that of constructing a new multi-tenant facility in the business park. The Board concurred and suggested that, in lieu of leasing bay 4, the port initiate efforts to design and build the new multi-tenant facility. The port should consider doing the project itself or leasing land to a third party developer. They suggested that since bay 2 was advertised, the port should continue efforts to lease bay 2 and retain bay 4 as the port's maintenance facility.

Approval of Waterville Airport Lease Agreement

Mr. and Mrs. Morgan have contacted the Port requesting approval of a lease agreement at the Waterville Airport for an airplane hangar. They would like to construct a 50 ft. hangar on Lot H11 or H12. Mr. Haley provided the Board with a layout of the Waterville Airport for review.

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Approval of Waterville Airport Lease Agreement (Continued)

Motion 06-25-02

Motion: To approve a Lease of Real Property agreement with Mr. and Mrs. Morgan, for the construction of a hangar at the Waterville Airport.

Moved: Alan Loeb sack

Seconded: Jim Huffinan

Carried Unanimously

Action Item Update

This item was deferred to the next regular Port Commission meeting.

Commissioner Schedule & Upcoming Meetings

The next regular Port Commission meeting is scheduled for Wednesday July 9, 2008 at 8:30 a.m. at the Port of Douglas County conference room.

The WPPA Finance & Administration Seminar is scheduled for June 25–27, 2008. Mr. Provo will be attending on behalf of the Port.

The Eastmont Plaza ribbon cutting ceremony will be held on June 26, 2008 at 5:30 p.m.

The WPPA Commissioner Seminar is scheduled for July 20-22, 2008. Mr. Spurgeon and Mr. Huffinan will be attending the seminar.

The regular session of the Port of Douglas County Commission meeting was recessed in order to attend the Pangborn Airport Operational Board Work Session with John White, which lasted from 9:30 a.m. until 2:00 p.m.

At the conclusion of the work session the Douglas County Port Commission went into Joint Session with the Chelan County Port Commission.

Joint Session

Present: Port of Douglas County

Mark Spurgeon, Commission President
Alan Loeb sack, Commission Vice President
Jim Huffinan, Commission Secretary
Pat Haley, Director
Mandy McCaw, Administrative Assistant

Port of Chelan County

JC Baldwin, Commission President
Mike Mackey, Commission Vice President
Craig Larsen, Commission Secretary
Mark Urdahl, Director
Judy Bradford, Business Manager

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Present: **Pangborn Memorial Airport**
Pat Moore, Airport Manager
Ron Russ, Airport Operations Manager
Bruce Baguley, Friends & Neighbors of Pangborn Airport

Mr. Spurgeon called the meeting to order at 2:06 p.m.

Resolution Regarding Airport Emergency Public Works Contracts

Mr. Spurgeon noted that the Port of Douglas already has an agreement in place for an emergency public works contract; the Port of Douglas County Board is seeking Legal Counsel to distinguish if the current agreement is sufficient. There was no action taken on this item.

Award of Installation Coded Security Doors for Airport Terminal

Mr. Russ presented the Board with the information regarding the installation of the coded security doors for the airport terminal building. He is requesting authorization for the Airport Manager to award the contract to Whitebird Construction for the installation of the access controls for the terminal building in the amount of \$128,691.72. He noted that this amount exceeds the engineer's recommendation by approximately \$27,000.

Motion 06-25-03

Motion: To accept the contract as presented, and to authorize the Airport Manager to sign the appropriate documents to award the contract to Whitebird Construction, in the amount of \$128,691.72.


Moved: Craig Larsen


Seconded: Alan Loeb sack

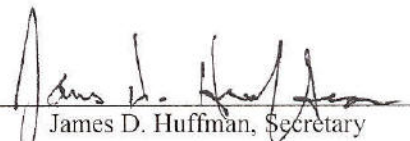
Carried Unanimously

There being no further business to discuss the meeting was adjourned at 2:15 p.m.

DOUGLAS COUNTY PORT COMMISSION


Mark M. Spurgeon, President


W. Alan Loeb sack, Vice President


James D. Huffman, Secretary