

Board of Directors
Chelan Douglas Regional Port Authority
Meeting Minutes
May 11th, 2021
9:00 am

Present:

Directors

JC Baldwin, Director
Rory Turner, Director
Donn Etherington, Director

Jim Huffman, Director
W. Alan Loeb sack, Director
Mark Spurgeon, Director

Staff

Jim Kuntz, Chief Executive Officer
Trent Moyers, Director of Airports
Ron Criddlebaugh, Dir. of Economic Dev.
Stacie de Mestre, Public Works & Cap. Projects Mgr.
Cami Harris, Executive Assistant
Pete Fraley, Legal Counsel
Quentin Batjer, Legal Counsel
Esther McKivor, Accounting Specialist (Zoom)

Monica Lough, Dir. of Finance & Admin.
Ron Russ, Property Manager
Craig Larsen, Econ. Dev. Manager
Tricia Degnan, CTC Manager (Zoom)
Sarah Deenik, Comm. Coordinator (Zoom)
Bealinda Tidd, Accounting Specialist (Zoom)
Laura Camarillo Reyes, CTC Asst. (Zoom)

Guests

Mayor Bob Goedde, City of Chelan (Zoom)
Erin McCardle, City of Chelan (Zoom)
Erik Howe, RH2 (Zoom)
Ray Dobbs (Zoom)

Cynthia Weed, K&L Gates (Zoom)
Ron Nielsen, SBDC (Zoom)
John Morosco, SBDC (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

CONSENT AGENDAS:

CDRPA CONSENT AGENDA:

The Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes of April 27th, 2021 Meeting; CDRPA Resolution No. 2021-11 voiding check #8022; and Check Register Pages #2021-12-#2021-15 including Electronic Transfers was presented and the following action was taken:

Motion No.

Moved by:

Seconded by:

05-01-21 CDRPA

Rory Turner

Mark Spurgeon

To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes of April 27th, 2021 Meeting; CDRPA Resolution No. 2021-11 voiding check #8022; and Check Register Pages #2021-12-#2021-15 including Electronic Transfers, as presented.

Motion passed 5-0.

POCC CONSENT AGENDA:

The Port of Chelan County Consent Agenda consisting of Check Register Page #2021-05 was presented and the following action was taken:

Motion No.	05-02-21 POCC
Moved by:	JC Baldwin
Seconded by:	Donn Etherinton
	To approve the Port of Chelan County Consent Agenda consisting of Check Register Page #2021-05, as presented.

Motion passed 3-0.

PODC CONSENT AGENDA:

The Port of Douglas County Consent Agenda consisting of Check Register Page #2021-03 was presented and the following action was taken:

Motion No.	05-03-21 PODC
Moved by:	W. Alan Loebsack
Seconded by:	Mark Spurgeon
	To approve the Port of Douglas County Consent Agenda consisting of Check Register Page #2021-03, as presented.

Motion passed 2-0.

PRESENTATIONS:

Small Business Development Center – Ron Nielsen and John Morosco from the SBDC provided a 1st Qtr 2021 review of their work and activities. They also provided an update on the Working Washington Round 4 Grant Program. The SBDC will continue to provide quarterly reports to the Regional Port Board.

Former Silicon Smelter Site at Rock Island – Kuntz outlined the studies completed to date at the former Rock Island Smelter Site concerning site characterization. He also reviewed the Adaptive Reuse Study and a Planned Action Environmental Impact Statement previously completed. He also provided a financial analysis of site redevelopment costs noting the project is not financially feasible at this time. Discussions ensued. The Board concurred with this assessment.

ACTION ITEMS:

Purchase & Sale Agreement Lineage South Node – Port of Chelan County Action Item – Kuntz provided information on the proposed Purchase & Sale Agreement with Restoration 1 for Lineage South Node. The Agreement includes a 90-day feasibility period. Discussion ensued and the following actions were taken:

Motion No.	05-04-21 POCC
Moved by:	JC Baldwin
Seconded by:	Rory Turner
	To authorize the Executive Director of the Port of Chelan County to sign the Purchase and Sale Agreement with Restoration 1 for Lineage South Node.

Motion passed 3-0.

INFORMATIONAL ITEMS:

- **Latino Trades District** – Kuntz provided an update on the Latino Trades District Concept for reuse of the former Giga Watt Site. Kuntz attended the Wenatchee Valley Chamber’s Hispanic Business Council meeting last week and the concept was well received. Senator Murray’s office continues to be a strong advocate for the project as well. Kuntz recommended the Regional Port retain Jeannie Beckett of The Beckett Group, at an established cost of \$25,000, to assist the Regional Port in applying for an Economic Development Administration (EDA) Grant. Discussions ensued and the following action was taken:

Motion No.
Moved by:
Seconded by:

05-08-21 CDRPA
Rory Turner
Mark Spurgeon
To authorize the CEO to retain The Beckett Group to assist in seeking an EDA Grant.

Motion passed 6-0.

- **Chelan County .09 Sales Tax Application – Cashmere Mill District** – Kuntz reported the Regional Port recently submitted an application to Chelan County for .09 Sales Tax Grant in the amount of \$200,000. If successful, the funds would be used for wood waste remediation at the Cashmere Mill District property North of Sunset Highway to ready the site for development.
- **CTC Marketing** – Kuntz provided an update on a lead for space at the CTC. Regional Port Staff will continue to pursue.
- **Chelan/Douglas Property Owners – Billing Zip Codes Outside of Washington State** – Cridlebaugh reviewed a report of property owners in Chelan and Douglas Counties who have billing addresses outside of Washington State. This information was gathered to help determine potential destinations for additional air service out of Pangborn.
- **Aviation Ramp Project – Glycol Collection System** – Kuntz reviewed the current Glycol collection system and options for a new system. Moyers provided additional information. Staff will contact the FAA and Alaska Airlines to further discuss options and more information will be provided at an upcoming Board meeting.

MISC STAFF REPORTS:

Kuntz provided information and updates including:

- Christina Nulf recently signed a Settlement Agreement for a past concession agreement at Orondo River Park. The Regional Port is awaiting payment.
- WPPA Awards Ceremony is May 21st. The Regional Port will hold a Commissioner/Staff luncheon at the CTC to watch the ceremony via Zoom.

Moyers provided information and updates including:

- Update on the FAA Environmental Assessment.
- Reported there was trespasser on the runway last week.
- Update on airport parking lot management.

Cridlebaugh provided information and updates including:

- Update on the upcoming Flywheel Investment Conference; the Regional Port still has a few tickets left.
- Reported on additional funding from Department of Commerce for the ADO’s. Port Douglas County and Port of Chelan County will each receive an additional \$100,000 this year.

Larsen provided information and updates including:

- Reported on a potential temporary tenant for the Pybus Incubator Space.

Degnan provided information and updates including:

- CTC elevators repair update.

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

REVIEW CALENDAR OF EVENTS: Did not review

ITEMS FROM BOARD OF DIRECTORS: Directors provided various updates.

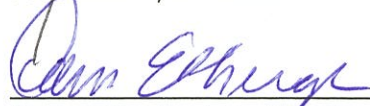
Meeting adjourned at 1:25 pm.

Signed and dated this 25th day of May, 2021.

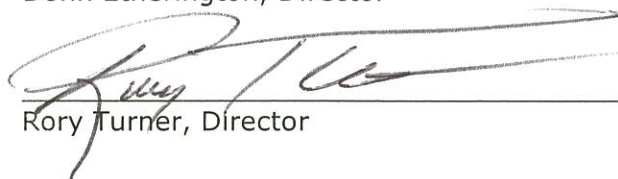
CHELAN DOUGLAS REGIONAL PORT AUTHORITY



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**CHELAN DOUGLAS REGIONAL PORT AUTHORITY
RESOLUTION NO. 2021-11
RESOLUTION TO VOID CHECK NO. 8022**

Whereas Check No. 8022 in the amount of \$5,000.00, payable to Strong Balance, on Register Page No. 2021-11 was created and signed on March 31, 2021.

Whereas check was not received by payee and has not cleared the Chelan Douglas Regional Port Authority main checking account, and is considered to be lost in the mail at this time. Check # is being issued as a replacement.


Now, therefore be it resolved by the Board of Directors of the Chelan Douglas Regional Port Authority, a municipal corporation of the State of Washington, that Check No. 8022 be declared VOID.

Dated this 11th day of May, 2021.

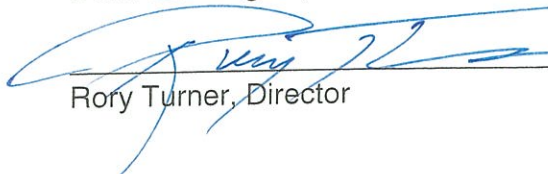
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