



February 9, 2024

Public Notice: For Immediate Use

The Chelan Douglas Regional Port Authority's next Board Meeting will be held on Tuesday, February 13, 2024 at 9:00 a.m. at Confluence Technology Center, 285 Technology Way, Wenatchee, WA, and remotely via Zoom Virtual Conference Room.

If the public would like to listen and participate remotely, please register to receive a meeting link.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_IFWQERcRRcSXWM3u_hA7wQ

After registering, you will receive a confirmation email containing information about joining the webinar.

For more information, please contact:

Jim Kuntz, Chief Executive Officer
jim@cdrpa.org (509) 884-4700

The meeting agenda is attached.



Working Together to Enhance the Economic Vitality of North Central Washington

Chelan Douglas Regional Port Authority

**Confluence Technology Center
285 Technology Center Way, Wenatchee WA
Methow & Teanaway River Rooms
or
Zoom Virtual Conference Room Option**

**Meeting Agenda
February 13, 2024
9:00 a.m.**

I. CALL TO ORDER

**Note: When the Chelan Douglas Regional Port Authority meeting is called to order, the Port of Chelan County and Port of Douglas County meetings are simultaneously called to order.*

II. INTRODUCTIONS

III. CONFLICT OF INTEREST

IV. PUBLIC COMMENT

V. CONSENT AGENDA

- **CDRPA:** Approval of the January 23rd, 2024 Meeting Minutes, Calendar of Events, December 2023 Commission Calendar, and Check Register Pages #2024-01 through #2024-06, including Electronic Transfers.
- **POCC:** Approval of Check Register Pages #2024-01 through #2024-03, including Electronic Transfers.

VI. PRESENTATION

- **Small Business Development Center Quarterly Report – Kirk Duncan**

**VII. CHELAN DOUGLAS REGIONAL PORT AUTHORITY ACTION ITEMS
(Public Comment Opportunity)**

- (1) Fire Sprinkler System Replacement Project Bid Award – Executive Flight Building
- (2) Underground Storage Tank Removal Project Bid Award – Pangborn Airport
- (3) Phase I Design Authorization Runway 12/30 Reconstruction – Pangborn Airport
- (4) Memorandum of Understanding – Washington State Army National Guard
- (5) Pangborn Airport Taxiway B Waterline – Bill of Sale to East Wenatchee Water District
- (6) Authorization to Solicit Qualifications – General Architectural Services
- (7) Authorization to Solicit Qualifications – Trades District Project Inspector
- (8) Authorization to Solicit Qualifications – Firing Range Consultant

VIII. SUGGESTED BREAK: 10 MINUTES

IX. INFORMATIONAL ITEMS (Board may act on any item listed)

- (9) Revised Selection Criteria – Partners in Economic Development – Non-Profits
- (10) 2024 Cash Carryforward Balance
- (11) 2023 Year End Activity Report – Pangborn Airport
- (12) 2023 Virtower Reports
- (13) 2024 Capital Projects Plan
- (14) Olympia Visit Recap
- (15) Digital Media Marketing
- (16) Firing Range Association – Regional Training Facility

X. MISCELLANEOUS STAFF REPORTS

- CEO
- Director of Finance & Administration
- Director of Airports
- Director of Economic Development & Capital Projects
- Construction Project Manager
- Property & Maintenance Manager
- CTC Manager
- Economic Development Specialist
- Regional Port Office Move

XI. PUBLIC COMMENT

XII. REVIEW CALENDAR OF EVENTS

XIII. ITEMS FROM BOARD OF DIRECTORS

XIV. EXECUTIVE SESSION: An Executive Session may be called during the meeting. The purpose must be announced and is limited by RCW 42.30.110. Examples include: (1) to discuss with legal counsel litigation, potential litigation and/or legal risks (RCW 42.30.110(1)(i)); (2) to consider the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price (RCW 42.30.110(1)(b)); and (3) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price (final action selling or leasing public property shall be taken in a meeting open to the public)(RCW 42.30.110(1)(c)); and (4) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee(RCW 42.30.110(1)(g))

XVII. ADJOURN

PLEASE NOTE: The agenda is tentative only. The Board of Directors may add, delete, or postpone items and may take action on any item not on the agenda (This does not apply during a Special Meeting). The Directors may also move agenda items during the meeting. If you wish to address the Regional Port Authority on a non-agenda or an agenda item, please raise your hand to be recognized by the President. When you have been recognized, give your name and address before your comments. The Board of Directors are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principal.

The Port Authority office is ADA compliant. Please contact the Administrative Office at 509-884-4700 at least three (3) days in advance if you need any language, hearing or physical accommodation.