



**December 15, 2023**

**Public Notice: For Immediate Use**

The Chelan Douglas Regional Port Authority Board will meet for a Special Meeting on Tuesday, December 19<sup>th</sup>, 2023 at 9:00 a.m. at the 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](https://us02web.zoom.us/webinar/register/WN_IFWQERcRRcSXWM3u_hA7wQ)

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

Agenda Attached.

For more information, please contact:

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



*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**

**Special Meeting Agenda  
December 19<sup>th</sup>, 2023  
9:00 am**

**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 November 28<sup>th</sup>, 2023 Meeting Minutes, Calendar of Events, and Check Register Pages #2023-47 through #2023-49, including Electronic Transfers.

**VI. PRESENTATION**

- **Jack Penning – Volaire Aviation**

**VII. CDRPA ACTION ITEMS (Public Comment Opportunity)**

- (1) Resolution No. 2023-14 Managing Authority 2024
- (2) Resolution No. 2023-15 Approving the 2024 Investment Policy
- (3) Ownership Allocation Memo – Lytle Property
- (4) Ownership Allocation Memo – Adcock Property
- (5) Bill of Sale to Malaga Water District – Phase 1 Improvements
- (6) RH2 Engineering – Task Authorization 17 – Malaga Water System Improvements
- (7) Authorization to Enter into Lease Agreement with CMI – CTC Third Floor
- (8) Proposed 2024 Legal Counsel Hourly Rates
- (9) Authorization to Award Contract – CWICC Carpet Replacement

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

- (10) Microsoft Reimbursement Agreement – Addendum 2
- (11) Test Well #1 Long Term Pump Test Technical Memo
- (12) Memorandum of Agreement – General Aviation Terminal Building

**IX. SUGGESTED BREAK: 10 MINUTES**

**X. MISCELLANEOUS STAFF REPORTS**

- CEO
- Director of Finance & Administration
- Director of Airports
- Director of Economic Development & Capital Projects
- Community Relationship Manager
- Property & Maintenance Manager
- CTC Manager

**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.