



August 15, 2019

MEDIA NOTICE: For Immediate Use

The Board of Commissioners of the Port of Chelan County will meet in Regular Session on Tuesday, August 20th, 2019 at 9:00 am in the conference room at the Port of Chelan County located at 238 Olds Station Rd., Suite A, Wenatchee, WA 98801.

The Board of Commissioners of the Port of Chelan County will attend a Chelan Douglas Regional Port Authority Special Meeting on Tuesday, August 20th, at 1:30 pm at the Executive Flight Building, located at One South Campbell Parkway, East Wenatchee, WA 98802.

For more information, please contact:

Jim Kuntz, Executive Director
(509) 663-5159

The meeting agendas are attached.



**PORT OF CHELAN COUNTY
Board of Commissioners
Meeting Agenda
238 Olds Station Road, Suite A, Wenatchee, WA 98801
August 20th, 2019
9:00 AM**

- I. WELCOME & INTRODUCTIONS**
- II. DECLARATION REGARDING CONFLICT OF INTEREST**
- III. PORT OF CHELAN COUNTY CONSENT AGENDA**
 - A. Approval of minutes of July 16th, 2019 Special Commission Meeting; Register Pages #3095-#3097; and July 2019 Commission Calendars.
- IV. PRESENTATIONS**
 - A. Small Business Development Center - Ron Nielsen
 - B. Port of Chelan County Mid-Year Budget Review
- V. ACTION ITEMS**
 - A. Department of Commerce ADO Contract Approval
 - B. Resolution No. 2019-09 - Appointment of a Port Treasurer
- VI. AIRPORT BUSINESS**
 - PANGBORN MEMORIAL AIRPORT CONSENT AGENDA**
 - A. Approval of Register Pages #1900-#1903
 - MISC AIRPORT REPORTS**
 - A. Fuel System Update
 - B. Misc. Reports
- VII. DIRECTOR & STAFF REPORTS**
 - A. Functional Consolidation Update
 - B. Commercial Aviation Coordinating Commission
 - C. Misc. Staff Reports
- VIII. REVIEW CALENDAR OF EVENTS**
- IX. PUBLIC COMMENT**
- X. ITEMS FROM COMMISSIONERS**
- XI. 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))

XII. ADJOURN

PLEASE NOTE: *The agenda is tentative only. The Port Commission may add, delete, or postpone items and may take action on an item not on the Agenda. The Commission may also move agenda items during the meetings.*

If you wish to address the Port Commission 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 Port of Chelan County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principal.

The Port of Chelan County Administrative Offices is ADA compliant. Please contact the Port Administrative Office at 509-663-5159 at least three (3) days in advance if you need any language, hearing or physical accommodation.



CHELAN DOUGLAS REGIONAL PORT AUTHORITY

Working Together to Enhance the Economic Vitality of North Central Washington

Special Meeting Agenda

August 20th, 2019

1:30 pm

Executive Flight Building

One South Campbell Parkway, East Wenatchee, WA 98802

I. CALL TO ORDER

Port of Chelan County (reconvene)
Port of Douglas County

II. INTRODUCTIONS

III. REGIONAL PORT AUTHORITY CONSENT AGENDA

Approval of Regional Port Authority Special Meeting Minutes of July 16th, 2019.

IV. PRESENTATIONS

Washington Counties Insurance Fund – Rochelle Tolliver, Account Executive

Review Recommendations Regarding Health Care Coverage & Policies – Monica Lough

V. REGIONAL PORT AUTHORITY ACTION ITEMS

- (1) Adoption of 2020 Health Care Plan & Policies
- (2) Adoption of Policy & Procedures for Accessing Public Records
- (3) Adoption of Public Record Retention & Destruction Policy
- (4) Adoption of Process to Elect Regional Port Authority Board of Directors Officer Positions
- (5) RPA Resolution No. 2019-01 – Adopting Guidelines for Compliance with the Provisions & Requirements of the State Environmental Policy Act (SEPA)
- (6) RPA Resolution No. 2019-02 – Adopting a Greenhouse Gas Emissions Reduction Policy
- (7) RPA Resolution No. 2019-03 – Authorization to Participate in PERS (Department of Retirement Systems)
- (8) RPA Resolution No. 2019-04 – Authorization to Participate in Deferred Compensation Program (DCP)
- (9) RPA Resolution No. 2019-05 – Appointing a Port Auditor
- (10) RPA Resolution No. 2019-06 – Authorization to Provide Social Security Coverage

VI. REGIONAL PORT AUTHORITY INFORMATIONAL ITEMS

- (11) Draft Personnel Policies
- (12) Pangborn Airport Property – Update
- (13) Draft Resolution Concerning Port Commission Compensation
- (14) Enduris Property & Liability Coverage – Update
- (15) Logo
- (16) Third Party IT Review
- (17) Treasury Function
- (18) Position Descriptions
- (19) Office Location
- (20) Miscellaneous Updates
- (21) Next Meeting & Likely Agenda Items
- (22) RPA Retreat – Thursday, September 26th, 10:00am – 3:00 pm

VII. PUBLIC COMMENT

VIII. ITEMS FROM BOARD OF DIRECTORS

- IX. 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))

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