

AGENDA
JOINT MEETING OF THE
LAKE CHELAN AIRPORT BOARD/PORT OF CHELAN COUNTY/CHELAN CITY
COUNCIL
September 27, 2012

1. Claim & Payroll Warrants
2. Minutes of September 13, 2012 Airport Board Meeting
3. Semi-Annual Joint Meeting with the Port of Chelan County and the Chelan City Council 2012A-004

MINUTES OF THE SEPTEMBER 13, 2012 AIRPORT BOARD MEETING
Chelan City Hall, 135 East Johnson Street, Chelan, Washington

PRESENT: Airport Board President Goedde; Airport Board Members Cooney, Harper, Higgins, Isenhart, McCardle, Morehouse, Steele; Airport Manager Reinbold; Airport Board Secretary Gallucci.

Mr. Goedde called the meeting to order at 8:55 p.m.

WARRANTS AND MINUTES: Ms. McCardle moved to approve Claims Warrants No. 5610 – 5613 totaling \$607.52; Payroll Warrants No. 2689 - 2693 totaling \$2,758.69; and Minutes of the August 23, 2012 Airport Board meeting. Second by Ms. Isenhart. Motion passed unanimously.

There being no further business, meeting adjourned at 8:56 p.m.

Prepared by:

Attested to:

Date approved by Airport Board:

Peri S. Gallucci
Airport Board Secretary

Robert R. Goedde
Airport Board President

BUSINESS OF THE LAKE CHELAN AIRPORT BOARD
CHELAN, WASHINGTON

SUBJECT: Airport Joint Meeting with
the Port of Chelan County
and the Chelan City Council

MEETING DATE(S) AND EXHIBITS:

September 27, 2012
1. Joint Operating Agreement Report

FOR AGENDA OF: September 27, 2012
Revised:

ORIGINATOR: James Reinbold
Airport Manager

DATE SUBMITTED: September 18, 2012
Revised:

EQUIPMENT
NEEDED: None

APPROVED: *Pen. Halhvac 9/27/12*
Airport Manager *Jim Reinbold 9-27-12*

| EXPENDITURE REQUIRED: Budget Line No. | AMOUNT BUDGETED: | APPROPRIATION REQUIRED: |
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***** SUMMARY STATEMENT/ISSUES *****

The Joint Operating Agreement between the Port of Chelan County and the City of Chelan requires at least two joint meetings to discuss such issues as budget, financial reports, lease rates and occupancy, grants, project status and any other operational projects and programs of the airport. Lisa Corcoran from USKH will give a status report on the Airport Extension/Shift Project and the future direction of the project.

- Public Hearing
- Closed Record Appeal/Decision
- Recommendation from Staff
- Quasi-Judicial Matter
- Legislative Matter
- Other: _____

Suggested Motion:
No action necessary.

To: Lake Chelan Airport Board
Port of Chelan County

From: Jim Reinbold, Airport Manager

Ref: Joint Operating Agreement Report

Date: September 20, 2012

The Joint Operating Agreement (JOA) requires quarterly reports whether in person or written as well as two joint meetings per year. We are combining the quarterly report with the joint meeting. In this report we will discuss the budget, lease occupancies, grants, airport projects and airport use.

The budget year to date is on track as planned. The 2013 budget is being put together at this time and will be available in October for review. There appears to be little change from 2012. Much depends on the progress of the airport runway extension/shift project noted later in this report.

Fuel sales have been somewhat sporadic as to the times of the year and especially in the summer season but overall sales have been steady over the time period of the year. Fuel sales to date for 100 LL fuel is \$105,768.10 and for Jet A fuel is \$14,461.15 for a total sale of \$120,229.25.

Leases have been fairly steady with 4 clients choosing not to renew land leases (without buildings) this year due to the requirement of fire flow for new buildings. There have been several transfers of leases with one of those being a foreclosure. All hangars are occupied at this time.

The fire flow issue is being handled by the City Public Works Director Dwane Van Epps. He has made contact with the Greater Wenatchee Irrigation District and has offered a letter for consideration which has been forwarded to the reclamation district. We have not received a response at this point.

The airport runway extension/shift project is still awaiting approval of the environmental assessment being conducted by USKH with approval needed by FAA. We have submitted the EA and FAA have responded with other needs or requirements. There have been some personnel changes at FAA and a different set of eyes and questions. Lisa Corcoran will be available to report and answer any questions the board may have. Once we can complete the EA, we can move forward with land acquisition and construction. We may be required to update the airport layout plan as well.

Dick Swinford will be able to report out maintenance projects completed as well as airport use by airplane landings and takeoffs. The internal space of the pilot's lounge has been painted and windows replaced. The irrigation system has been expanded to the northwest to provide watering for the grounds. The Forest service has used the grounds for fire suppression services on two occasions thus far this year.

The Wally Peterson Fly-In was cancelled this year due to inability to find volunteers to help with the event. There is hope that it will occur next year. There was a small ultra-light fly-in event in August.

There was a land use notice submitted by a neighboring property which had no real effect on the airport or its safety air space.