

LAKE CHELAN AIRPORT JOINT AIRPORT BOARD MEETING  
WITH THE PORT OF CHELAN COUNTY  
OCTOBER 9, 2014

1. Call to Order
2. Approve Minutes of the September 25, 2014 Airport Board Meeting
3. Consent Agenda
  - A. Approve Claim & Payroll Warrants (Reviewed by Higgin)
4. Action Items
  - A. Pangborn Memorial Airport Update (Schmidt) 2014A-13
  - B. Lake Chelan Airport Update (Schmidt) 2014A-14
  - C. Lake Chelan Joint Airport Operating Agreement Extension (Schmidt) 2014A-15
5. Airport Manager Comments
6. Adjournment

MINUTES OF SEPTEMBER 25, 2014  
AIRPORT BOARD MEETING  
Chelan City Hall, 135 East Johnson Street, Chelan, Washington

1. **CALL TO ORDER:**

The meeting was called to order at 8:25 p.m.

**PRESENT:**

Airport Board President Goedde, Members Cooney, Harper, Higgins, Isenhart, McCardle, Morehouse, Steele, , Manager Schmidt, Secretary Gallucci, and Treasurer Grant.

2. **MINUTES:**

Mr. Morehouse moved to approve the minutes as follows. Second by Mr. Steele. Motion passed unanimously.

A. Minutes from the September 11, 2014 Regular Airport Board Meeting

3. **CONSENT AGENDA:**

Mr. Cooney moved to approve the consent agenda as follows. Second by Mr. Morehouse. Motion passed unanimously.

A. September 25, 2014 Claim Warrants No. 5941 – 5945 totaling \$9,057.08 and Payroll Warrants No. 2955 – 2959 totaling \$1,522.41.

4. **ACTION ITEMS:**

A. None.

5. **AIRPORT MANAGER COMMENTS:**

A. None.

6. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:26 p.m.

Prepared by:

Attested to:

Date approved by Airport Board:

\_\_\_\_\_  
Peri Gallucci  
Airport Board Secretary

\_\_\_\_\_  
Robert R. Goedde  
Airport Board President

AGENDA BILL NO. 2014A-13

BUSINESS OF THE LAKE CHELAN AIRPORT BOARD  
CHELAN, WASHINGTON

SUBJECT: Pangborn Memorial Airport  
Update

EXHIBITS  
1. None

FOR AGENDA OF: October 9, 2014  
Revised:

ORIGINATOR: Paul Schmidt  
Airport Board Manager

APPROVED:  
Airport Board Manager:



EXPENDITURE  
REQUIRED:  
Budget Line No.

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

**AUTHORITY: RCW 35A.11.020 Powers vested in legislative bodies of noncharter and charter code cities. "...The legislative body of each code city shall have power to organize and regulate its internal affairs within the provisions of this title..."**

\*\*\*\*\* SUMMARY STATEMENT/ISSUES \*\*\*\*\*

Mr. Trent Moyers, Airport Director, Pangborn Memorial Airport, will update the Airport Board on the current and future activities of Pangborn Memorial Airport.

☆☆☆☆☆

Public Hearing                       Legislative Matter                       Other: Presentation

Suggested Motion:  
**No action required.**

AGENDA BILL NO. 2014A-14

BUSINESS OF THE LAKE CHELAN AIRPORT BOARD  
CHELAN, WASHINGTON

<p>SUBJECT: Lake Chelan Airport Update</p> <p>FOR AGENDA OF: October 9, 2014 Revised:</p> <p>ORIGINATOR: Paul Schmidt Airport Board Manager</p> <p>APPROVED:  Airport Board Manager:</p>	<p>EXHIBITS</p> <p>1. None</p>
---	--------------------------------

EXPENDITURE REQUIRED: Budget Line No.	AMOUNT BUDGETED:	APPROPRIATION REQUIRED:
---	---------------------	----------------------------

**AUTHORITY: RCW 35A.11.020 Powers vested in legislative bodies of noncharter and charter code cities. "...The legislative body of each code city shall have power to organize and regulate its internal affairs within the provisions of this title..."**

\*\*\*\*\* SUMMARY STATEMENT/ISSUES \*\*\*\*\*

Notable items to report on at this time for the Lake Chelan Airport are as follows:

1. With the aid of Port of Chelan County Commissioner Mike Mackey, Pangborn Airport Director Trent Moyers, City Councilmember Wendy Isenhardt, Mayor Bob Goedde and City Administrator Paul Schmidt, the engineering consulting firm of J-U-B Engineering, Inc. was selected for negotiations and final approval as the Lake Chelan Airport FAA Engineering Firm. Additionally, RH2 was selected for negotiations and final approval to provide general civil engineering services for a water system/ fire flow analysis for the Lake Chelan Airport.
2. Final work is soon to be completed on the Environmental Assessment in order to move into the land acquisition phase of the Runway Project.
3. A Rental Agreement was approved by the Lake Chelan Airport Board to occupy the private residence on site at the Airport, in exchange for evening and weekend oversight services. The Rental Agreement term is for an initial six month period and then month to month thereafter.
4. Aviation fuel sales revenue indicate an increase from last year at this time by \$10, 621 (\$119,435 for 2014 and \$108,814 for 2013).
5. The Lake Chelan Airport Lounge now has high speed internet access (SkyFi by LocalTel) which will help greatly in reporting and monitoring fuel sales as well as a host of other benefits that high speed internet provides over dial-up modem service.

☆☆☆☆☆☆

Public Hearing                       Legislative Matter                       Other: Presentation

Suggested Motion:  
**No action required.**

AGENDA BILL NO. 2014A-15

BUSINESS OF THE LAKE CHELAN AIRPORT BOARD  
CHELAN, WASHINGTON

SUBJECT: Lake Chelan Airport Joint  
Operating Agreement  
Extension

EXHIBITS  
1. Draft Contract Extension  
Agreement

FOR AGENDA OF: October 9, 2014  
Revised:

ORIGINATOR: Paul Schmidt  
Airport Board Manager

APPROVED:  
Airport Board Manager.



EXPENDITURE  
REQUIRED:  
Budget Line No.

AMOUNT  
BUDGETED:

APPROPRIATION  
REQUIRED:

**AUTHORITY: RCW 39.34.080 Contracts to perform governmental activities which each contracting agency is authorized to perform. "Any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized to perform PROVIDED, That such contract shall be authorized by the governing body of each party to the contract. Such contract shall set forth fully the purposes, powers, rights, objectives, and responsibilities of the contract party".**

\*\*\*\*\* SUMMARY STATEMENT/ISSUES \*\*\*\*\*

The Lake Chelan Airport Joint Operating Agreement is a significant document that is soon to expire from the initial term date of January 1, 2004 to December 31, 2014. Given the importance, complexity and looming termination date, I would like to propose a nine (9) month extension (ending September 30, 2015) of the existing agreement to provide ample time to discuss with our partner, the Port of Chelan County, any and all details we might want to include or exclude in a new agreement.

☆☆☆☆☆☆

Public Hearing                       Legislative Matter                       Other: \_\_\_\_\_

Suggested Motion:

**I move to authorize the Airport Board President to sign an extension agreement with the Port of Chelan County for the 2004-2014 Lake Chelan Airport Operating Agreement.**

**SECOND AMENDMENT**  
**to the**  
**SECOND AMENDED AND RESTATED**  
**LAKE CHELAN AIRPORT JOINT OPERATING AGREEMENT**  
**Port of Chelan County and City of Chelan**

This Second Amendment is to the *Second Amended and Restated Lake Chelan Airport Joint Operating Agreement* dated January 20, 2011 (the "2010 JOA") by and between the PORT OF CHELAN COUNTY and the CITY OF CHELAN, both Washington municipal corporations for the purpose of extending the term of the 2010 JOA:

**RECITALS**

- A. Pursuant to the 2010 JOA, the Parties own, operate, manage and fund the Lake Chelan Airport;
- B. The Parties amended the 2010 JOA on September 26, 2013 pursuant to a "First Amendment"; and
- C. The Parties desire to extend the 2010 JOA, as amended, to allow them to complete negotiations for a successor joint operating agreement.

**AGREEMENTS**

- 1. Extension of Term. The term of the 2010 JOA, as amended, is extended to September 30, 2015.
- 2. Binding Effect. Effective upon adoption by both Parties, the 2010 JOA, as amended, will continue in full force and effect.

**PORT OF CHELAN COUNTY**

**CITY OF CHELAN**

BY: \_\_\_\_\_  
Commissioner

BY: \_\_\_\_\_  
Mayor

ATTEST

BY: \_\_\_\_\_  
Commissioner

\_\_\_\_\_  
City Clerk

BY: \_\_\_\_\_  
Commissioner