

Pangborn Memorial Airport Governing Board
Special Meeting Minutes
Tuesday, February 20, 2018
238 Olds Station Road, Suite A, Wenatchee, WA 98801

Present: Governing Board Members

JC Baldwin, Port Commissioner-Chelan County
Donn Etherington, Port Commissioner-Chelan County
Mark Spurgeon, Port Commissioner-Douglas County
Jim Huffman, Port Commissioner-Douglas County
Alan Loeb sack, Port Commissioner-Douglas County

Airport Staff

Trent Moyers, Airport Director
Tina Stadther, Administrative Manager
Bobbie Chatriand, Administrative Assistant

Others:

Pat Jones, Port of Chelan County
Monica Lough, Port of Chelan County
Pete Fraley, Legal Counsel, POCC

Lisa Parks, Port of Douglas County
Ron Cridlebaugh, Port of Douglas County
Quentin Batjer, Legal Counsel, PODC

Commissioner Baldwin stated that the Port of Chelan was already in session. Commissioner Loeb sack called the Port of Douglas meeting to order at 1:35 pm. Commissioner Baldwin called the Airport Governing Board Meeting to order at 1:35 pm.

ACTION ITEMS:

Election of Officers

Motion No.

2-20-01

Moved By:

Donn Etherington

Seconded by:

JC Baldwin

To appoint Rory Turner Chair of the Board

Motion carried unanimously.

Motion No.

2-20-02

Moved By:

Donn Etherington

Seconded by:

Jim Huffman

To appoint Alan Loeb sack Vice Chair of the Board

Motion carried unanimously.

Motion No.

2-20-03

Moved By:

Jim Huffman

Seconded by:

Mark Spurgeon

To appoint JC Baldwin Secretary of the Board

Motion carried unanimously.

Motion No. **2-20-04**
Moved By: *Mark Spurgeon*
Seconded by: *JC Baldwin*
 To appoint Jim Huffman Treasurer of the Board

Motion carried unanimously.

Meeting Schedule

Pat Jones noted that he and Lisa Parks recommend meeting every other month unless needed.

Motion No. **2-20-05**
Moved By: *JC Baldwin*
Seconded by: *Donn Etherington*
 To hold the Regular Meeting of the Airport
 Governing Board every other month at 1:30 pm,
 dates to be determined

Motion carried unanimously.

The Executive Directors of each Port District will determine the schedule and a Resolution will be provided to both Ports for consideration.

OTHER:

Port Duties

Lisa Parks stated that she and Pat Jones decided that aviation issues will be brought to the Port of Chelan and non-aviation land lease issues will be brought to the Port of Douglas. The Executive Directors will decide what issues need to be addressed otherwise and the President or two Board Members may call a meeting of the Airport Governing Board. Non-aviation issues will be determined based on the Airport Layout Plan map. Other items, such as official FAA communications or budget amendments of 10% or \$10,000 will be brought to the Governing Board.

Port Duties

Trent Moyers announced that the Airport was selected for free advertising at SeaTac Airport as part of their Spotlight Advertising Program. He provided the January Activity Report that car rental income was lower than last year. Fuel sales are up substantially. 31 airports applied for the 2018 Small Community Air Service Development (SCASD) Grant. He hopes the awards will be announced in March. He gave an update on the Master Plan status as well as Passenger Facility Charge (PFC) projects.

Motion No. **2-20-06**
Moved By: *JC Baldwin*
Seconded by: *Jim Huffman*
 To adjourn the meeting

Meeting adjourned at 2:36 pm. JC Baldwin closed the Port of Chelan meeting at 2:36 pm.

Dated and signed this 24th day of April, 2018.

PANGBORN AIRPORT GOVERNING BOARD



Alan Loebsock, Commissioner



Mark Spurgeon, Commissioner




James Huffman, Commissioner



Rory Turner, Commissioner



JC Baldwin, Commissioner



Donn Etherington, Commissioner