

**KITTITAS COUNTY
AIRPORT STUDY SESSION MINUTES
BOCC CONFERENCE ROOM,
Regular Meeting**

MONDAY	11:00 AM	November 8, 2021
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Board members present: Chairman Brett Wachsmith, Commissioner Laura Osiadacz, and Commissioner Cory Wright

Others:

ECONOMIC DEVELOPMENT SUBCOMMITTEE UPDATE

Director Grannan reported the Economic Development Subcommittee has been diligently working to refine the lease policies for the business park. They have developed a flowchart for leasing that outlines all the steps necessary to award a lease and a rough timeline of the process. The lease policy will be the standard template going forward, while still allowing for changes as required for individual needs.

LEASE UPDATES

Director Grannan stated the Airside lease has now been approved by the Airport Advisory Committee. The Airport Department should have three new leases for approval by the BoCC in December, utilizing the new lease. The Airport Department will also enter into 12 new leases for the County owned T-Hangars, as those leases are converting from “month-to-month” to annual.

T-HANGAR REPAIR

Director Grannan reported the first T-Hangar heat tape has been repaired. This is a time consuming and expensive venture, as the doors must be taken off their tracks, new wheels installed, and electrical contractors must be employed to replace the heat tape. Director Grannan stated there is at least one more T-Hangar that will require repair in the near future.

OTHER BUSINESS

Director Grannan stated the Airport Department will provide their proposed updated Rates and Fees to the AAC for approval. If approved, it will then be presented to the BoCC for adoption.

The Airport Department is also working with the US Army on an Innovative Readiness Training application to retrofit and revitalize the former Miller Refrigeration Building. More to come as the application process progresses.

APPROVED

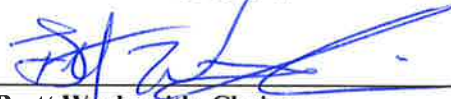
12/7/2021

Director Grannan reported the Airport Department will be taking on a second intern, whose focus will be Airport Operations.

Director Grannan expressed concerns over Grant Funds and Budgeting, as the Airport Department will need to build an approximate \$800,000 fund to match FAA grant funds for the Parallel Taxiway and Lighting project that is upcoming.

Meeting adjourned at 11:50

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Brett Wachsmith, Chairman

David Welz