

PORT OF CHELAN COUNTY
Board of Commissioners
Meeting Minutes
238 Olds Station Rd, Suite A, Wenatchee, WA 98801
May 7th, 2008
8:30 am

Present: JC Baldwin, President
Michael H. Mackey, Secretary
Mark Urdahl, Executive Director
Pete Fraley, Legal Counsel
Monica Lough, Internal Auditor
Ron Johnston-Rodriguez, Dir Economic Development
Dayle Rushing, Property/Risk Director
Laura Jaecks, CTC Building Director
Judy Bradford, Recording Secretary
Pat Moore, Airport Manager
Ron Russ, Airport Operations Supervisor
Jon Eberle, Real Estate Consultant
Karen Kornher, RH2 Engineering

Others: Yvette Davis, Wenatchee Business Journal

Commission President JC Baldwin called the meeting to order at 8:30 am.

Consent Agenda*

The consent agenda was presented for consideration. A brief discussion ensued on the pedestrian bridge. Mark Urdahl read into the record the following reasons the Port Commission is investing into the pedestrian bridge feasibility study:

"The pedestrian bridge is a significant means for pedestrian traffic that would otherwise increase the impacts and congestion on the George Seller Bridge. The Port has invested money in the Wenatchee riverfront marina which is accessed by the bridge and waterfront trails. The trail system is an important component in promoting the region for firms relocating to the Wenatchee Valley and is important to the economic development activities of several entities that the Port supports (Chambers, Visitor and Convention Bureau, etc). The Port has explored and has planned for a connection to the trail system from its Old Station Business Park."

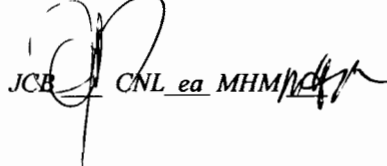
Urdahl also explained the AWOS grant funding assurances for the Lake Chelan Airport briefly. The City of Chelan will contribute their share of the match according to the Joint Operating Agreement currently in effect on the Lake Chelan Airport.

Motion No. 05-01-08
Moved By: Michael H. Mackey
Seconded By: JC Baldwin

To approve the consent agenda consisting of the approval of minutes of the April 16th and April 23rd, 2008 regularly scheduled Commission meetings, minutes of the April 15th, 2008 special tri-commission meeting, the Economic Development Agreement with the Community Foundation of NCW, the Pedestrian Study Interlocal Agreement, the FAA grant assurances for the Automated Weather Observation System (AWOS) for Lake Chelan Airport and excusing Commission Craig Larsen's absence from the May 7th, 2008 commission meeting as presented.
Motion Carried.

Confluence Technology Center
Update

Laura Jaecks there was not a written report for this meeting as she was out of town for the last five days. Jaecks will provide a walk-through of the vacant space in the CTC for Commissioners at the end of regular business at today's meeting.

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Pete Fraley reported the negotiations regarding the easement, license agreement with Yahoo! Inc and a redundant fiber connection for the PUD at the CTC have been resolved and documents will be before the Commission at a future meeting.

Pangborn Airport

Jet A Tank Project

Pat Moore requested authority to release ESE from the Jet A Tank project contract. Fraley explained ESE had challenged the bidding process for this project; however, Fraley stated the proper bid process was followed. Pangborn staff recommended releasing ESE's bid bond in exchange for a release and settlement agreement.

Motion No. 05-02-08
Moved By: Michael H. Mackey
Seconded By: JC Baldwin
To authorize the Airport Manager to sign a release and settlement agreement with ESE, as presented. Motion Carried.

Moore requested the authority to award Schedule B on the Jet A Tank project to Anderson Environmental.

Motion No. 05-03-08
Moved By: Michael H. Mackey
Seconded By: JC Baldwin
To authorize the Airport Manager to award the Schedule B contract to Anderson Environmental and to sign the agreement. Motion Carried.

2008 Grant Application and Grant Assurances

Moore explained the FAA is faced with processing over 100 grant applications in 30 days; so the FAA asked Moore to submit Pangborn Airport's application early to get a head start on processing.

Motion No. 05-04-08
Moved By: Michael H. Mackey
Seconded By: JC Baldwin
To authorize the Airport Manager and the Executive Director to sign the 2008 FAA grant application and assurances, as presented. Motion Carried.

Update

Moore postponed her update to the Commission until the next meeting in order for Commissioner Larsen to be included. Pat Moore and Ron Russ will be attending the WAMA conference in Richland next week.

Director's Report

Independent Contractor Agreement – Berk & Associates

Mark Urdahl reported on the negotiations with Berk & Associates for a contract on the Cashmere mill site feasibility study. The scope of work still needs a little work, but the basic contract has been agreed upon. The deliverables and specific tasks are yet to be defined.

After some discussion, Commissioner Mackey requested to review the final deliverables when complete.

Motion No. 05-05-08
Moved By: Michael H. Mackey
Seconded By: JC Baldwin
To approve an agreement with Berk and Associates, Inc for consulting services related to the Cashmere Mill Site feasibility study in an amount not to exceed the CERB funding level of \$50,000, subject to the review and approval of the final scope of work by legal counsel and one Commissioner. Motion Carried.

Addendum to Contract with Development Partners

Pete Fraley briefly reviewed the addendum to the contract with Development Partners. The addendum will be one more proactive step by the Port of Chelan County in response to the State auditor's report/findings on the Port of Seattle's performance audit.

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The addendum reflects the Port's policy that when property is surplus and is listed for lease or sale, it will require a Commission action. The decision will always be reflected in the Commission meeting minutes.

There are some instances when there is not a listing and the real estate commission to be paid could exceed the Executive Director's delegated authority of \$25,000. These commissions will always be brought to the Commission for action.

Discussion ensued.

Motion No. 05-06-08

Moved By: Michael H. Mackey

Seconded By: JC Baldwin

To authorize an addendum to a contract with Development Partners for real estate services as presented, and to authorize the Executive Director to sign the addendum. Motion Carried.

First Quarter 2008 Budget Review

Monica Lough briefly reviewed the first quarter 2008 budget versus actual spending report with Commissioners. Lough noted a few unusual line items: the revolving note with Pangborn Memorial Airport, Professional Services commissions paid to Jon Eberle/Development Partners, and that the CTC budgeted and actual on CTC operating expenses were very close.

Economic Development Report

Update on our new PHEV conversion, PowerUp! Summit and PHEV Pilot Project

Amy Pope reported the newest Prius conversion took only 6 hours; it was a very efficient process. This conversion was a training session for the technicians at A123Systems/Hymotion company who will train the technicians locally at Wenatchee Valley College. The newly converted Prius was in the Classy Chassis and the Apple Blossom Festival Grand parades and averaged 88 mpg. The car is part of the pilot project that includes 14 conversions of agency vehicles of which 5 vehicles are in the Wenatchee Valley.

Mark Urdahl reported in a recent conversation with Rich Riazzi at Chelan County PUD. Even though the PUD will not be part of the pilot project, Chelan County PUD understands the importance; and will focus its efforts on the smart grid applications. PUD staff will work with the PUD commissioners on sustainability issues.

Pope reported the PowerUp! Summit is all planned, and is scheduled for tomorrow through Friday. The focus is on hybrid and plug-in hybrid vehicles.

Discussion ensued.

Property Director Report

Olds Station Parking Area

Dayle Rushing provided a brief history and description of the 1.2 acre paved and lighted parking lot along Isenhart Way. She briefly reviewed the current allowed uses of the property. She has contacted the North Central ESD for possible extra parking for their use, and should hear within a week.

Discussion ensued.

Commissioners will consider any potential uses for the property on a case by case basis. A study session on the covenants, conditions and restrictions for Olds Station Business Park for commissioners will be planned for a future meeting.

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Rushing reported the Eastmont project on IB#1 and #2 just received plans for a paint booth on the southwest side where Accor Technologies used to reside. Rushing has received the building plan application for Eastmont which requires the signature of the Port. Legal counsel will review the application before Port signs.

Regular session recessed at 9:25 am.

Executive Session


Regular session convened at 9:40 am and immediately adjourned to Executive Session to discuss real estate matters.

Regular session convened at 9:54 am and immediately recessed to tour the vacant space at the CTC.

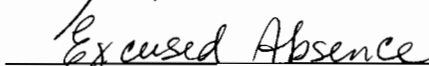
Regular session was reconvened at 10:17 am and immediately adjourned with no action taken.

Approved and dated this 21st day of May, 2008.

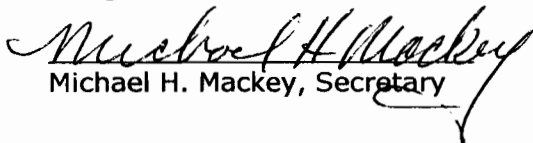
BOARD OF COMMISSIONERS




JC Baldwin, President



Craig N. Larsen, Vice President



Michael H. Mackey, Secretary



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