



PORT OF CHELAN COUNTY
Board of Commissioners
Meeting Minutes
238 Olds Station Rd, Suite A, Wenatchee, WA 98801
November 5th, 2009
8:30 am

Present:	Craig N. Larsen, Vice President JC Baldwin, Secretary Mark Urdahl, Executive Director Pete Fraley, Legal Counsel Monica Lough, Internal Auditor Ron Johnston-Rodriguez, Dir-Economic Develop	Dayle Rushing, Director Risk, Property & Facilities Mike Armstrong, External Affairs Director Laura Jaecks, CTC Building Manager Raylene Bradley, Port staff Judy Bradford, Recording Secretary Jon Eberle, Real Estate Consultant
Others:	Jenny Rickel, GWATA Susan Driver, City of Entiat	Hank Manriquez, CFFA Mike Steele, Lake Chelan Chamber Exec Director Mayor Rob Eaton, City of Leavenworth

Commission Vice President Craig Larsen called the meeting to order at 8:37 am. Commissioner Larsen noted Commissioner Mackey was an excused absence for the meeting.

CONSENT AGENDAS

The consent agenda was removed from the business agenda.

PUBLIC COMMENT

Mike Armstrong explained this agenda item is a new item which will be added to each agenda to Port commission. It is generally designed to allow for comment on items that do not appear on the Port's published agenda.

There was no public comment.

ECONOMIC DEVELOPMENT DIRECTOR

Cascade Foothills Farmland Assn

Ron Johnston Rodriguez introduced Hank Manriquez, President of Cascade Foothills Farmland Association. Hank distributed information, reviewed and discussed current and planned CFFA projects and activities with commissioners. Commissioners expressed appreciation for Hank's hard work and the activities and accomplishments of the CFFA during the year.


GWATA Presentation

Jenny Rickel reviewed and discussed with commissioners the history, growth and future plans of GWATA in the local and regional technology industry. (Copy of the GWATA presentation is attached to these minutes.)

Lake Chelan Chamber Update

Mike Steele provided a written and verbal update report on the Lake Chelan Chamber & Visitor Information Center. He explained a great deal of time, his, Roger Clute and Nancy Smith's, is being spent on the Wine Alliance Organization. Steele noted this is the most harmonious and productive effort to-date for the promotion of the wineries in the Chelan County area. Wine Alliance Marketing Organization (WAMO) is already seen as a leader in the rural wine industry.

At the Chamber level, the Chelan Chamber board has been very supportive of the staff time being spent in the efforts of WAMO. There is a cut in funding from the Chelan tourism and

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promotion group to the Chamber for 2010. The Chamber will be even more active in 2010, working wiser and stronger.

Lake Chelan Chamber board and members appreciate the partnership with the Port of Chelan County. Steele briefly reviewed a upcoming winter destination project the chamber is evaluating.

External Affairs Director

City of Entiat Draft Waterfront Development Plan

Mike Armstrong introduced Susan Driver of the City of Entiat. Driver reported the City of Entiat has created a master plan document that will be included in the Lake Entiat Waterfront Business District Subarea plan.

The City's private marina developer has left the business; however, the City is still moving forward to research and acquire funding and compatible private waterfront projects. City is still planning on breaking ground in 2012.

Driver expressed appreciation to the Port for the financial support which helped the City progress to this point. Commissioner Larsen explained that grant funding assistance education available through Senator Cantwell and Senator Murray's offices. The Port has the information on these programs and will share with the City of Entiat.

Mike Armstrong provided a brief explanation of the lack of funding available at the state and federal levels. Discussion ensued.

City of Leavenworth Icicle Station Additional Funding Request

Rob Eaton updated the Commissioners on activities and plans for the City of Leavenworth. He also presented a funding request for an additional Port investment of \$100,000 for additional work to complete the Icicle Train Station. He distributed information on the ridership statistics, Icicle Station pictures and developing economic development partnerships. Mid-week ridership is increasing hotel/motel room nights in Leavenworth. The train stop has created two new jobs providing daily shuttle service to the mountain for skiing.

Mayor Eaton reported North Road is finished and pedestrian access is open.

Eaton expressed the City of Leavenworth appreciation for the Port's early involvement in the Icicle Station development.

Discussion ensued. No action taken.

Regular session recessed for five minutes at 9:56 am. Regular session reconvened at 10:05 am.

CONFLUENCE TECHNOLOGY CENTER

Update

Laura Jaecks provided a brief update of her activities since October 8th, 2009. Currently, Jaecks is managing 9 projects. October has been the busiest month this year, and November is promising to be just as busy.

PROPERTY DIRECTOR

Update

Dayle Rushing expressed appreciation for the part-time maintenance person who manages to keep on top of the various maintenance needs of the Port. Port staff is winding down the Loomis patch-n-paint project. Space should be available for prospective tenants next week.

Rushing is in discussions with Chelan County on safety issues regarding the semi trucks parking along Olds Station Road. She has arranged for the removal of the 10-15 poplar trees on the north side of IB#3. Rushing has been reviewing the Port covenants to start pulling together covenants for the Cashmere mill site.

Update on Pybus Public Market project

Mike Armstrong and Jon Eberle updated commissioners on various planning and studies underway or planned for on this project. The Port is in a due diligence process to determine what if any type of participation the Port would choose to have in this project.

There is an appraisal in process, a scope of the economic feasibility study being drafted and advertising for a consultant to conduct. Next step is to identify a few key people in the valley to acquire opinions and thoughts on the port's plan to participate with the City in the project. Acquisition of the property from Bob Morse will be in draft form very soon. The next step would be to draft a lease agreement between Port and the City of Wenatchee.

Armstrong explained the local revenue financing (LRF) the city applied for and is #1 on the list. The base year actually starts this July 2009 for base funding through July 2010. During July 2010 - July 2011 what is spent on the project is what determines the base amount the City would receive each year for the next 20 years up to a maximum is \$500,000.

Discussion ensued. No action taken.

Mark Urdahl introduced Eric Hovee, a consultant from Vancouver, WA who stopped by the Port office to meet with Port staff briefly before going to scheduled interviews elsewhere.

Update on Cashmere

Pete Fraley provided a brief update on the asbestos issue with the planned demolition of the buildings on the Cashmere mill property.

ITEMS FROM COMMISSIONERS

Nothing from commissioners for this meeting.

DIRECTOR'S REPORT

2009 Supplemental Budget Review and Discussion*

Monica Lough reviewed the 2009 proposed supplemental budget with commissioners.


Motion No.	11-01-09
Moved By:	JC Baldwin
Seconded By:	Craig N. Larsen
	To accept the 2009 Supplemental Budget as presented and to place it on file for public inspection.
	Motion Carried.

2010 Preliminary Budget Review and Discussion*

Mark Urdahl, Monica Lough and port staff reviewed the 2010 preliminary budget with the commissioners. There will be a few additions of items inadvertently not included this draft: Peshastin master planning, increasing Cashmere mill site preparation by \$200,000, and a budget item for Port website upgrades. Lough explained the utility and operating expense reimbursements as a new line item in income that shows up as a separate line item in expenses. There is no bottom line difference in the total amount; this change is per the state auditor's request.

A cost of living adjustment for staff is not included; and Port consultants are not asking for increases. There is no percentage increase in the budget.

Discussion ensued. Mark Urdahl commended Carleen and Monica for another perfect audit for 2008.

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Motion No.
Moved By:
Seconded By:

11-02-09
JC Baldwin
Craig N. Larsen

To accept the 2010 Preliminary Budget as presented and to place it on file for public inspection.
Motion Carried.

Executive Session

No need for an executive session.

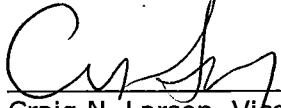
Regular session was adjourned at 11:30 am.

Approved and signed this 17th day of November, 2009.

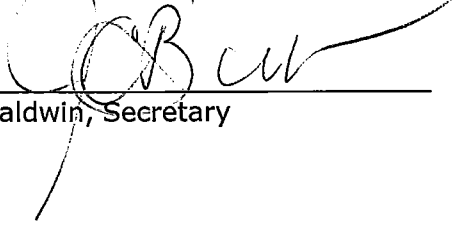
BOARD OF COMMISSIONERS

Excused Absence

Michael H. Mackey, President



Craig N. Larsen, Vice President



JC Baldwin, Secretary