



**PORT OF CHELAN COUNTY**  
**Board of Commissioners**  
**"Special Meeting" Minutes**  
**238 Olds Station Rd, Suite A, Wenatchee, WA 98801**  
**November 15<sup>th</sup>, 2010**  
**8:30 am**

**Present:** Craig N. Larsen, President Ron Johnston-Rodriguez, Economic Dev. Dir.  
 JC Baldwin, Vice President Aimee Pope, Assistant to Economic Dev. Dir.  
 Michael H. Mackey, Secretary Dayle Rushing, Property Director & Risk Mgmt.  
 Mark Urdahl, Executive Director Raylene Bradley, Property & Facilities Manager  
 Pete Fraley, Legal Counsel Judy Bradford, Director of Business Operations  
 Monica Lough, Internal Auditor Kathleen Knappert, Staff Assistant  
 Mike Armstrong, External Affairs Director Laura Jaecks, CTC & Capital Projects Manager

**Others:** Carrie Draeger, Chelan Mirror

Commission President Craig Larsen called the meeting to order at 8:36 am.

**CONSENT AGENDA**

The consent agenda was presented for consideration.

**Motion No.** 11-06-10  
**Moved By:** JC Baldwin  
**Seconded by:** Michael H. Mackey  
 To approve the consent agenda as presented including the minutes of the October 21<sup>st</sup>, 2010 regular commission meeting, Resolution 2010-20 establishing the Port's 2011 Holiday Schedule, and Port register pages (#2384-#2390) consisting of the following:

<u>Register Page:</u>	<u>Date Issued</u>	<u>Voucher:</u>	<u>Total</u>
		#1099-1108 & electronic payroll deposits	89,103.31
#2384 - Oct 2010 Payroll	10/29/10		
#2385 - Oct Month End	10/29/10	#14389-14403	150,798.87
#2386 - Capital	11/15/10	#14404-14408	45,547.92
#2387 - CTC	11/15/10	#14409-14417	45,625.68
#2388 - Oct bills paid	11/15/10	#14418-14439	51,123.44
#2389 - same	11/15/10	#14440-14455	60,975.48
#2390 - Oct Expns Reimbrs.	11/15/10	#14456-14462	1,374.80
			<b>\$444,549.50</b>

**84 warrants totaling \$444,549.50 for approval November 15, 2010.**

*Motion carried unanimously.*

**PUBLIC COMMENT**

No public comment.

CNL JCB MHM

November 15<sup>th</sup>, 2010

**ITEMS FROM COMMISSIONERS**

This item has been tabled until the next commission meeting.

**PORT BUDGET**

**Public Hearing on Port 2010 Supplemental Budget**

Monica Lough reviewed the three changes to the supplemental budget since the preliminary supplemental budget was published. She reported the Wine Alliance line item was reduced by \$20,000, which clarifies the amount expected to be paid to them in 2010. There was also an adjustment to the CTC expenditures in which \$25,000 was moved from operating expenses to capital expenses. She also stated the line item for the gate on the Cashmere property, in the amount of \$10,500, was deleted.

Commission President Craig Larsen opened the public hearing on Port 2010 Supplemental Budget. No public comments. Commission President Craig Larsen closed the public hearing.

**Motion No.** 11-07-10  
**Moved By:** Michael H. Mackey  
**Seconded by:** JC Baldwin  
To approve Resolution No. 2010-21 approving the 2010 Supplemental Budget as presented.

*Motion carried unanimously.*

**Public Hearing on Port 2011 Final Budget**

Mark Urdahl stated the proposed 2011 Budget was discussed and placed on file at the last commission meeting. He stated since that time, staff has inserted a new line item for the commission to discuss and consider. This line item is listed under Economic Development Contracts and is titled Wine Promotion/Integrated Business Recruitment. The proposed budget amount for this new line item is \$90,150. Urdahl stated that at the last commission meeting during preliminary budget discussions, the Cascade Foothills Farmland Association and the Cascade Valley Wine County (Wine Alliance) each presented an overview of their group's mission, efforts, and request for support in 2011. The Wine Alliance requested an additional \$90,000. Urdahl stated the staff proposal is to use this new Wine Promotion/Integrated Business Recruitment line item in an attempt to generate a new contract with partners, recruiting new business and increase branding in the county. The primary focus would be on promotions and marketing. Discussion ensued. Urdahl stated that a motion to approve the budget would not include any approval of an economic development contract. Any contract approval would be presented to the commission at a later date in the event the contract approval is outside the scope of the executive director's delegation of authority.

Commission President Craig Larsen opened the public hearing on Port 2011 Final Budget. No public comments. Public hearing remains open. Commission will discuss and take action at the next regularly scheduled commission meeting set for Wednesday, November 24<sup>th</sup>, 2010 at 8:30 am.

**Motion No.** 11-08-10  
**Moved By:** JC Baldwin  
**Seconded by:** Michael H. Mackey  
To continue the 2011 Budget Hearing to the next regularly scheduled meeting of the Port of Chelan County Commissioners to be held on November 24, 2010 at 8:30 am, at 238 Olds Station Road, Suite A, Wenatchee, WA 98801.

*Motion carried as amended.*

CNL  JOB  MHM 

**2011 FINAL PORT BUDGET RESOLUTIONS**

**Resolution #2010-22 - Authorizing an increase in tax levy pursuant to section 209 of referendum 47 (RCW 84.55.120) as limited by Initiative 747, and resulting for 2011 collections**

This item has been tabled until the next regularly scheduled commission meeting set for Wednesday, November 24<sup>th</sup>, 2010 at 8:30 am.

**Levy certification for 2011**

This item has been tabled until the next regularly scheduled commission meeting set for Wednesday, November 24<sup>th</sup>, 2010 at 8:30 am.

**Resolution #2010-23 - Authorizing an increase in tax levy capacity pursuant to section 209 of referendum 47 (RCW 84.55.120) and finding substantial need to bank the highest allowable levy for future budget needs**

This item has been tabled until the next regularly scheduled commission meeting set for Wednesday, November 24<sup>th</sup>, 2010 at 8:30 am.

**Resolution #2010-24 - Approving the 2011 Final Budget**

This item has been tabled until the next regularly scheduled commission meeting set for Wednesday, November 24<sup>th</sup>, 2010 at 8:30 am.

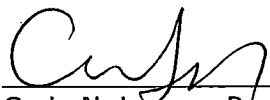
**Executive Session**

No executive session was needed; none was held.

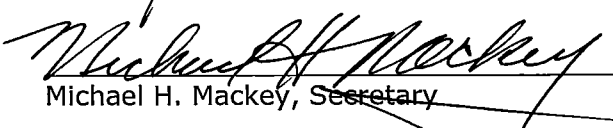
Meeting was adjourned at 8:58 am.

Signed and dated this 2<sup>nd</sup> day of December, 2010.

**PORT OF CHELAN COUNTY**

  
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Craig N. Larsen, President

  
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JC Baldwin, Vice President

  
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Michael H. Mackey, Secretary

CNL  JCB  MHM 

November 15<sup>th</sup>, 2010