



**PORT OF CHELAN COUNTY
Board of Commissioners
Meeting Minutes**

238 Olds Station Rd, Suite A, Wenatchee, WA 98801

August 24th, 2011

8:30 am

- | | | |
|-----------------|---|---|
| Present: | JC Baldwin, President
Michael H. Mackey, Vice President
Craig N. Larsen, Secretary
Mike Armstrong, External Affairs Director
Pete Fraley, Legal Counsel
Judy Bradford, Director of Business Operations | Laura Jaecks, CTC & Capital Projects Manager
Aimee Pope, Marketing & Communications Manager
Raylene Bradley, Property & Facilities Manager
Kathleen Knappert, Staff Assistant
Jon Eberle, Real Estate Consultant
Karen Kornher, Engineering Consultant |
| Others: | Mark Botello, City of Cashmere
Terry Davis, NCW Realty
Nevonne McDaniels, Cashmere Valley Record
Jill FitzSimmons, Cashmere Chamber of Commerce | Jim Fletcher, Small Business Development Center
Dick Braun, Cashmere Resident |

Commission President JC Baldwin called the meeting to order at 8:30 am. She reviewed the sign in sheet and verified all individuals intending to speak in support of or in opposition to the decision marked the sheet accordingly. Commission President Baldwin opened the public hearing. She explained that first there would be a staff report, followed by public testimony, with those speaking in support of declaring the property surplus first, followed by those speaking in opposition to the declaring the property surplus. Following public testimony, the Commission will discuss and potentially take action.

**DIRECTORS REPORT
Public Hearing – Surplus Property
Staff Report**

Mike Armstrong briefly explained the surplus property process. He stated before the Port can sell the property the Port must first go through the surplus process. He stated the mill site was in poor condition at the time of purchase and the Port has taken steps to clean up the property. He also stated there has been some interest in the property. Original purchase of the property fit within the Comprehensive Plan’s Policy 2.1. Armstrong stated the Port received a letter from Mayor Irle in support of the Port declaring the property surplus. He read 2 excerpts of the letter, quoting: “Your vision for a restored mill site has resulted in property that now has an economic value and is available to new or expanding businesses as a location at which to grow, prosper, and create new jobs.” “Moreover, your revitalization project has enabled a partnership with the City of Cashmere to rebuild more of Sunset Highway and the associated utilities that would not otherwise have been possible.” Armstrong stated today the Port will discuss whether or not to declare the mill site surplus to the needs of the Port.

Pete Fraley reported the Port’s Comprehensive Plan was updated earlier this year by Resolution No. 2011-05, following a public notice and public hearing process. He explained once a property is acquired it becomes part of the Port’s Comprehensive Plan. In order to sell property in excess of \$10,000 the Port must hold a hearing to determine whether to declare the property surplus to the needs of the Port and to remove the property from the Port’s Comprehensive Plan. Fraley reported notice of the public hearing was properly published on August 10th and August 17th.

JCB MHM CNL au

Commissioner Larsen commented briefly on the letter from Mayor Irle and stated in addition to commissioners, staff was highly involved in the process and work on the property.

Commissioner Baldwin added recognition to consultants Karen Kornher, Jon Eberle, and Pete Fraley. She also stated Laura Jaecks has been the project manager on this site.

Commission President Baldwin requested those individuals providing testimony, to come to the table and state their name and address for the record. She asked that comments be limited to 3 minutes and individuals try and avoid repeating points that have already been made. It was also requested if individuals agree or disagree with prior testimony, they indicate their support or opposition. If they have prepared remarks and would like them included as part of the record of the hearing, Commission President Baldwin asked they provide a copy of their remarks at the conclusion of their testimony.

Mark Botello with the City of Cashmere, located at 101 Woodring Street in Cashmere, stated he was present on behalf of Mayor of Cashmere, Gordon Irle, and the Cashmere Council. They are in support of a decision to declare this property surplus.

Jim Fletcher with the Small Business Development Center, located at 238 Olds Station Road in Wenatchee provided testimony in support of a decision to declare the property surplus. Which form of property acquisition is important. He stated small businesses may not qualify to buy property and may need to lease property. By having the option the Commission has the ability to better fit the needs of small businesses, allowing them to grow.

There being no further testimony, Commission President Baldwin closed the testimony portion of the hearing and stated the commission will move to discussion and possible action.

Pete Fraley stated declaring this property surplus provides flexibility to the Port.

Commissioner Baldwin stated she is pleased to see the site cleaned up. She also stated that although she does not ultimately know what will happen with the property, she imagines it will mean great things.

Commissioner Mackey spoke about the state of the property at purchase, which was distressed, and the much cleaner state it is currently in. He stated work moved quite quickly on the project and this site is now an asset to the valley.

Pete Fraley reported he prepared 2 forms for either ultimate decision. He also reported any decision on future sale of this property will be held in a public meeting.

Motion No.
Moved By:
Seconded by:

08-08-11
Craig N. Larsen
Michael H. Mackey
To approve Resolution 2011-13 declaring certain real property located in Cashmere, Chelan County Washington as surplus to the needs of the Port of Chelan County and authorizing an amendment to the Port of Chelan County's comprehensive plan to remove said property.



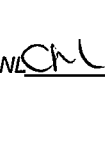
Motion carried unanimously.

Lake Chelan Airport FAA Grant Transfer

Motion No.
Moved By:
Seconded by:

08-09-11
Michael H. Mackey
Craig N. Larsen
To authorize the Executive Director and legal counsel to sign the Agreement for Transfer of Entitlements from the Chelan Airport to the Othello Airport, as presented.

Motion carried unanimously.

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Right of Way Dedication for City TIB Grant

Pete Fraley stated this agreement may be further revised. The issue came up quickly due to the deadline the City is working under. In addition to the western 15 feet for the expansion of the right of way for Worthen Street, the agreement includes 10 feet at the south end of the property to include the pedestrian corridor. The City will provide stub-outs on the property at the request of the Port. He stated Steve Smith, the City's attorney, is currently reviewing the agreement.

Motion No.
Moved By:
Seconded by:

08-10-11
Craig N. Larsen
Michael H. Mackey
To approve a right of way dedication agreement between the Port and the City of Wenatchee as presented and subject to the approval of legal counsel and one commissioner if any additional changes are made.

Motion carried unanimously.

Commissioner Larsen reported serving as a judge for the Farmer's Market salsa contest. He reported the market claims approximately 7,000 people attend the market each weekend.

Pete Fraley reported there will be a meeting with the City of Wenatchee on September 6th to discuss the details of the sub-recipient agreement involving the HUD grant received by the city.

Laura Jaecks reported she and Karen Kornher met with Mark Botello and Bob Schmidt regarding the water line at the Cashmere Mill Site. Since there appear to be timing issues with various meetings, Jaecks will be scheduling a team meeting sooner than planned, possibly next week, to discuss the water line.

Regular session recessed at 8:54 am to be reconvened at 10:00 am at the Wenatchee Jet Center for the Pangborn Memorial Airport Governing Board meeting.


The meeting reconvened at 10:02 am and immediately recessed to the Pangborn Memorial Airport Governing Board meeting.

Regular session reconvened and was immediately adjourned at 12:13 pm.

The minutes of the Pangborn Memorial Airport Governing Board meeting are available by contacting Pangborn Memorial Airport or visiting www.pangbornairport.com.

Signed and dated this 13th day of September, 2011.

PORT OF CHELAN COUNTY



JC Baldwin, President



Michael H. Mackey, Vice President



Craig N. Larsen, Secretary

JCB  MHM  CNL 

August 24th, 2011