



PORT OF CHELAN COUNTY
Board of Commissioners
Meeting Minutes
238 Olds Station Rd, Suite A, Wenatchee, WA 98801
February 4th, 2010
8:30 am

Present:	Craig N. Larsen, President JC Baldwin, Vice President Michael H. Mackey, Secretary Mark Urdahl, Executive Director Pete Fraley, Legal Counsel Monica Lough, Internal Auditor Ron Johnston-Rodriguez, Dir Economic Dev	Dayle Rushing, Director Risk, Property & Facilities Laura Jaecks, CTC Manager Pat Moore, Airport Manager Judy Bradford, Recording Secretary Raylene Bradley, Executive Assistant
Others:	Lisa Parks, Alliance Consulting Jim Huffman, Port of Douglas County	Ron Russ, Airport Operations Supervisor Steve Hair, KOHO Radio

Commission President Craig Larsen called the meeting to order 8:32 am.

CONSENT AGENDA*

The consent agenda was presented for consideration.

Motion No. **02-01-10**
Moved By: *Michael H. Mackey*
Seconded by: *JC Baldwin*

*To approve the consent agenda consisting of the minutes of the December 16th, 2009 special meeting, the minutes of the January 7th and January 21st, 2010 regularly scheduled meetings and an amendment to the Interlocal Agreement with the City of Leavenworth.
 Motion carried unanimously.*

ITEMS FROM COMMISSIONERS

Commissioner Mackey reported the City of Chelan is considering at a parking garage in Chelan on the PUD property. The feasibility study is underway. Pete Fraley provided an explanation of the Port's authority as it relates to tourism facilities. Fraley explained the outright contribution of funds is not something the new authority allows. The Port is a limited purpose jurisdiction.

Commissioner Mackey also reported the City of Chelan is considering the option of adding a sidewalk on the old Chelan bridge similar what is being done on the George Sellar Bridge. Commissioner Mackey directed the City to the Wenatchee Valley Transportation Council.

Commission Mackey also provided a brief report on the Lake Chelan Airport meeting.

Commissioner Baldwin reported she found the WPPA Port legislative day a good experience. The Chelan County elected State delegation participated fully. Port of Douglas partnered with the Port of Chelan County commissioners in a visit with Senator Parlette and Representative Condotta. She stated it was a day well spent. Commissioners Larsen and Mackey echoed her assessment.

PUBLIC COMMENT

There was time allotted for public comment. No public comment was made.

CNL JCB MHM

**CONFLUENCE TECHNOLOGY CENTER
Merchant Credit Card Agreement***

Laura Jaecks sought approval to enter into a credit card agreement to accept payment for room rental at the CTC. Credit card ability would enable the CTC to complete the whole transaction online at the time of reservation. After researching, Jaecks found the best rate to be with Costco. Jaecks is seeking authorization for Mark to sign a merchant credit card agreement for the CTC. The request is for Visa and MasterCard only. There is an option to charge a convenience charge to cover the merchant charge, if so desired.

Commissioners directed Jaecks to keep the credit card business with a local bank.

Motion No. 02-02-10
Moved By: JC Baldwin
Seconded by: Michael H. Mackey
To authorize the CTC Manager or Executive Director to sign a merchant credit card agreement with Cashmere Valley Bank. *Motion carried unanimously.*

Update

Jaecks reported a successful business expo event held on January 21st at the Wenatchee Convention Center. The CTC booked four big events as a result of the participation in the business expo. She briefly reviewed her written report with commissioners. Jaecks encouraged commissioners and staff to attend the Wenatchee Valley Chamber February business after hours at the CTC.

PANGBORN AIRPORT

Update

Pat Moore reported the airport way project. AIP funding has been changed from Program A and Program B. The project has to be separated for the FAA and the State. Neither entity will allow the specifications of the other entity in the project application for funding. Additional time will be needed to rework the project and proceed as recommended by the federal agencies. The project will be carried over to program B. If 2010 entitlements are not released, the airport may need to borrow funding from the Ports due to timing of funding availability.

Ron Russ provided a brief update on the orchard on the southwest side of the airport. Managers have left, and the orchard has become infested. The trees will be cut out and disposed of. Discussion ensued.

Russ updated the commissioners on the TSA new screening equipment that would require removal of the separating wall in the secure area. The proposed equipment not yet been field tested. Russ recommended supporting the concept but not contribute to it financially. TSA is asking for the airport's support. Discussion ensued. Commission consensus agreed with Russ's recommendation to support the concept but not contribute to it financially.

Russ distributed copies of the newly printed airport newsletter.

DIRECTOR'S REPORT

Pangborn Airport Manager Salary Range*

Port of Douglas County Commissioner Jim Huffman joined the discussion of the proposed salary range for the airport manager position. Urdahl briefly explained the progress thus far by Jones Strategic on the recruitment for a new airport manager.

Urdahl explained the proposed airport manager salary range by Jones Strategic has been distributed and staff has individually discussed with commissioners. The staff is requesting approval from the Port commissioners of the salary range. Discussion ensued.

CNL *[Signature]* JCB *[Signature]* MHM *[Signature]*

Motion No. 02-03-10

Moved By: JC Baldwin

Seconded by: Michael H. Mackey

To approve a salary range of \$74,000-\$105,000 for the Pangborn Airport manager as presented, subject to concurrence by the Port of Douglas County. Motion carried.

Senate Bill 6790 regarding regional economic development services

Mark Urdahl led a discussion of a bill that would do away with existing county ADO funding in favor of a regional competitive approach. Staff asked for direction to provide to the WPPA legislative committee on this bill at the February 11th meeting of that committee. Discussion ensued.

Urdahl will express commission consensus support for regional approach based on a population of 100,000.

Lake Chelan Airport Update

Lisa Parks updated the Commission on land use issues recently discussed at meetings with the Chelan County Planning Department. The City of Chelan needs to be proactive in land use issues as it relates to protecting airport operations.

The County has approved increases in land use densities recently even though the City of Chelan opposed it. Lake Chelan Airport has an overlay plan, but the County has not yet adopted it. Nothing in the airport overlay plan, nor does the City's comprehensive plan speak to the noise issues of the airport.

Parks sees a need to analyze the existing conditions at the airport to come up with some form of recommendation of the benefits for amendments to the county comprehensive plan and overlay regulations. It is important to put in place necessary internal official controls on development in an around the Lake Chelan airport. The City supports this idea, the County is hesitant.

Parks was asked to do the white paper, but funding of the project has not yet been decided. Commission consensus was for staff to move forward with the white paper with concurrence from the City of Chelan to pay half the fee.

Staff suggested an official letter of support for the Lake Chelan Airport Layout Plan along with a request to join the City of Chelan in asking that the County evaluate the possibility of implementing certain interim regulations dealing with incompatible land uses in the airport impact area. It is about educating people about how and what can be done in and around the airport with respect to finding a balance between individual property rights and protecting the airport as a community economic development asset.

The County has limited staff and funding, and will probably look to the City and the Port to resolve the land use issues. This will be a controversial issue.

Regular session recessed for a break at 9:50 am for ten minutes. Regular session reconvened at 10:00 am.

Peshastin Site Market Analysis RFQ*

Mark Urdahl explained a change made in the RFQ on the community outreach portion. Staff requested commission approval.

Motion No. 02-04-10

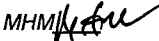
Moved By: Michael H. Mackey

Seconded by: JC Baldwin

To authorize the Executive Director to issue a request for qualifications for the Peshastin property as presented, and authorize Commissioner Baldwin to participate on the consultant selection committee.

Motion carried unanimously

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RFQ for accounting services will

Request for Support from Wenatchee Valley Transit Center

Mark Urdahl briefly reviewed the Wenatchee Valley Transit Center project as presented to him by Rich DeRock of Link Transit for a new transit center. Urdahl requested authorization to issue a letter of support for the project.

Motion No. 02-05-10

Moved By: Michael H. Mackey

Seconded by: JC Baldwin

To authorize the Executive Director to write a letter in support of Link Transit's grant application for the Wenatchee Valley Transit Center. Motion carried unanimously.

ECONOMIC DEVELOPMENT REPORT

GWATA Economic Development Agreement*

Ron Johnston Rodriguez (RJR) explained the Port's approach to cluster development has been getting familiar with what is going on in each of the industries to assess what is going on in the industry and who the players are. RJR and Laura Jaecks are partnering for the information technology cluster development.

RJR envisions the Port's relationship with GWATA would evolve similar to the Port's relationship with the chambers, the visitor bureau, wine alliance and the ag alliance. Discussion ensued.

Jaecks reviewed the proposed terms and deliverables of the proposed economic development agreement. Discussion ensued. Rent is proposed for 50% reduction for first year (July thru calendar year 2011 which is \$4500 rent reduction.) After that rent would be at 100%. The economic development agreement would be for \$21,270 in annual support. The Port would have the ability to move the tenant if the Port needed the space for another reason with 30 days notice and conditions for relocation to other Port property. Laura briefly reviewed the terms of the agreement.

Motion No. 02-06-10

Moved By: Michael H. Mackey

Seconded by: JC Baldwin

To approve an economic development agreement with GWATA as presented, subject to the final review and approval of Commissioner Baldwin. Motion carried unanimously.

Motion No. 02-07-10

Moved By: Michael H. Mackey

Seconded by: JC Baldwin

To authorize the Executive Director to enter into a lease agreement with GWATA for one office at the CTC at a discount rent of 50% for a term of one year as presented.




Motion carried unanimously.

INDUSTRY CLUSTER UPDATE

Update from Ron

RJR provided an update on industry cluster activities. Jen Upshaw moved from the economic development department to the accounting office. The remaining staffs are reorganizing responsibilities including website maintenance and development; updating Port marketing materials for easy access; and devoting attention to other industry clusters. The Port will be taking a different approach to AVI: no PowerUp summit this year. The local AVI tech group organized as a chapter of a national association and is now called the Wenatchee Electric Vehicle Assn. Aimee Pope is secretary. Ron has no function in the organization. The Port is a dues paying member.

In the Agricultural Technology Cluster area, the big move in Washington State is being led by WSU through the Tree Fruit Department through automation and mechanization in agriculture and applying it to fruit production. RJR and Aimee toured Dr Chin and provided update on what is going on in Chelan County.

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There is expertise growing and developing right here in Chelan County. Chelan County PUD has converted its lift/boom trucks for anti-idling eliminating the need to run the diesel trucks when not needed for transport. The Chelan County PUD has developed kits that pay for the conversions in a relatively short period of time. Link Transit has added rapid charging stations for electric buses. A local new resident has developed picker technologies that are currently being tested in Chile Recently new ag-economist relocated here. Wenatchee Valley College is putting together an ag technology program for launch next year which will cover electrification and alternative fuels integration.

The driver of all this progress in the electrification of agriculture is lack of workers for ag. Agriculture industry needs effective mechanization and automation.

RJR reported the Port's role is facilitation and the connection of development, utilization and marketing.

RJR reported a Culinary tourism conference is being planned for Chelan County in early March, activities and projects of local row and paddle club, the Chelan County section of the river trail officially kicking off this summer, a tour at the request of KB Alloys and a prospective lead on an aluminum boat manufacturer for eastern Washington that needs a 35,000 square foot building.

Regular Port meetings schedule

Mark Urdahl asked commissioners if there is a desire to change the commission meeting dates and times with the suggestion of changing to the first and third Tuesdays of the month at 1:30 pm. Discussion ensued. No change will be made at this time.

Other Business

Urdahl explored the potential for a special workshop meeting for the Pangborn Governing Board on a number of issues that have been identified in the Jones Strategic study. Discussion ensued. No action taken.

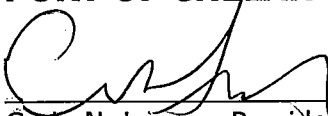
Executive Session

Executive session was not needed; none was held.

Regular session was adjourned at 11:30 a.m.

Signed and dated this 18th February, 2010.

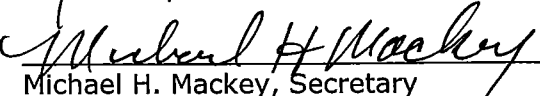
PORT OF CHELAN COUNTY



Craig N. Larsen, President



JC Baldwin, Vice President



Michael H. Mackey, Secretary

CNL JCB MHM