



5/3/2023

Public Notice: For Immediate Use

Regional Sports Complex Steering Committee Meeting

On Friday, May 5th, 2023 at 9:00 am at the Confluence Technology Center, the Regional Sports Complex Steering Committee will be meeting with the BerryDunn Project Team for a strategic kickoff meeting. The purpose of this meeting is to formally introduce the project teams and review project management logistics. Items of discussion are included in the attached agenda.

The Sports Complex Feasibility Study will consist of an existing conditions survey, demographics, market analysis, public input, regional and local facility comparison, facility options (including programming and capital costs), site analysis, estimates of financial performance, economic impact, and funding options. The study area includes all of Chelan and Douglas counties.

The public is welcome to attend in person or remotely, if interested.

[Zoom Link Can Be Found Here](#)

Or Dial by Telephone:

+1 253 215 8782 or +1 253 205 0468 (Passcode: 669856)

Confluence Technology Center

285 Technology Center Way
Wenatchee, WA, 98801

Agenda attached.

For more information, please contact:

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Chelan Douglas Regional Port Authority
Sports Complex Feasibility Study
Strategic Kickoff Meeting

Meeting Specifics	
Date and Time	Friday, May 5, 9:00 a.m. to 10:30 a.m., Pacific
Location	Confluence Technology Center located at 285 Technology Center Way Wenatchee, WA.
Virtual	<p>Meeting Topic: Regional Sports Complex Meeting</p> <p>Meeting Time: May 5, 2023 09:00 AM Pacific Time (US and Canada)</p> <p align="center"><u>Join Zoom Meeting</u></p> <p>Passcode: 669856</p> <p>Phone one-tap : US: +12532158782, 84237975759#or +12532050468, 84237975759#</p> <p>Meeting URL: https://us02web.zoom.us/j/84237975759?pwd=NHphL2hRajFEK29xWGUzYmYrcXc4QT09</p> <p>Join by Telephone</p> <p>For higher quality, dial a number based on your current location.</p> <p>Dial:</p> <p align="center">US : +1 253 215 8782 or +1 253 205 0468 or +1 669 444 9171 or +1 669 900 6833 or +1 719 359 4580 or +1 346 248 7799 or +1 646 876 9923 or +1 646 931 3860 or +1 689 278 1000 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000</p> <p>Meeting ID: Passcode: 669856</p>

Chelan Douglas Regional Port Authority Project Team	<ul style="list-style-type: none"> ▶ Mayor Jerrilea Crawford City of East Wenatchee ▶ Mayor Jim Fletcher City of Cashmere ▶ Mayor Randy Agnew City of Rock Island ▶ Commissioner Kevin Overbay Chelan County ▶ Commissioner Mark Straub Douglas County ▶ Commissioner Jim Huffman Chelan Douglas RPA ▶ Councilman Mike Poirier City of Wenatchee ▶ Steve Wilkenson Wenatchee Valley Chamber of Commerce ▶ Ruben Betancourt Hispanic Business Council ▶ Dr. Andrew Jones Confluence Health ▶ Jeff Sutton Velocity Swimming ▶ Stacie De Mestre Director of Economic Development and Capital Projects and Project Manager
BerryDunn Project Team	<ul style="list-style-type: none"> ▶ Jeff Milkes, Project Manager, BerryDunn ▶ Tom Diehl, Manager, SME, BerryDunn ▶ Pat O’Toole, Engagement Manager, BerryDunn ▶ Becky Dunlap, Sr. Consultant, BerryDunn ▶ Hibah Salah, Consultant ▶ Ryan Nachreiner, Water Technology ▶ Bill LaRue, Bernardo Wills
Meeting Objective	<p>The purpose of this kickoff meeting is to formally introduce the project teams, and review project management logistics. We will discuss key project tasks to support the overall timeline of this planning process.</p>

Item #	Discussion Topics
1	Introductions <ul style="list-style-type: none"> • Chelan Douglas Regional Port Authority project team • BerryDunn project team <ul style="list-style-type: none"> ▶ Water Technology, Inc. ▶ Bernardo Wills
2	Project purpose and goals <ul style="list-style-type: none"> • Important factors to consider, updates, etc. • Critical success factors
3	Project approach – logistics and coordination <ul style="list-style-type: none"> • Timeline and schedule <ul style="list-style-type: none"> ▶ Phase 1 Complete August 14 ▶ Phase 1 Findings August 23 ▶ Phase 2 Complete January 5 (2024) ▶ Final presentation January 10 (2024) ▶ Phase 3 – TDB (February/March 2024)

Item #	Discussion Topics
	<ul style="list-style-type: none"> • Work plan and <u>project schedule</u> • TEAMS – document management - folders for transferring documents • Communication preferences/check-in and progress updates • Deliverables review and approval • Project invoicing process (by task 25%, 50%, 75%, and 100%)
4	<p>Project approach – Phase I: Existing Conditions, Demographics, Market Analysis, Public Input</p> <ul style="list-style-type: none"> • Existing conditions – Aquatics (Water Technology), Outdoor Sports Facilities (Bernardo Wills) • Market analysis • Public engagement plan <ul style="list-style-type: none"> ▶ Project website (Social Pinpoint) ▶ Project branding ▶ Public engagement (stakeholder interviews, focus group meetings, input events, public meetings) <u>potential dates for engagement</u> (Steering Committee, focus groups) • Public presentations and approval of Phase 1
5	<p>Project approach – Phase II</p> <ul style="list-style-type: none"> • Kickoff Phase II ~ Aug 23 • Goals and objectives • Regional and local facility comparison • Facility options, programs, and capital costs • Site analysis • Estimated financial performance • Economic impact projections • Funding options
6	Other discussion items?