



PORT OF CHELAN COUNTY
Board of Commissioners Meeting
Meeting Minutes
238 Olds Station Rd, Suite A, Wenatchee, WA 98801
 November 7th, 2007
9:00 am

Present: Michael H. Mackey, President
 JC Baldwin, Vice President
 Craig Larsen, Secretary
 Mark Urdahl, Executive Director
 Pete Fraley, Legal Counsel
 Monica Lough, Internal Auditor
 Dayle Rushing, Property/Risk Manager
 Laura Jaecks, CTC Building Manager
 Pat Moore, Airport Manager
 Judy Bradford/Recording Secretary
 Carleen Elliott, Accounting Assistant
 Jon Eberle, real estate consultant
 Karen Kornher, Engineering consultant

Others: Bill Stokes, Chelan Co Citizen

Commission President Mike Mackey called the meeting to order at 9:01 am.

Consent Agenda

The consent agenda was presented for consideration:

Motion No. 11-01-07
Moved By: JC Baldwin
Seconded By: Craig N. Larsen
Motion: To approve the consent agenda consisting of minutes of the October 3rd, October 10th, and October 17th, 2007 regularly scheduled commission meetings, Resolution No. 2007-13 voiding warrant, and revised Memorandum of Understanding between the Port, Chelan county and Chelan County PUD as presented. *Motion Carried.*

Pangborn Memorial Airport Update

Pat Moore announced the Open House at Pangborn on airfield assessment. She also reported there would be an emergency table top exercise (25 area emergency management agencies participating.) This exercise will provide additional training for airport staff and fire crews.

From the recent emergency landing, airport staff learned it is a priority for the airport staff to improve communication on emergency landings. Emergency management crews need the ability to communicate with pilots in the air.

Moore reported a request for disclosure of all communications on the development of the airport needs assessment advisory committee has been received. She will work with legal counsel to respond in letter form. Both ports need to provide their communications as well. Attorneys Chuck Zimmerman and Jay Johnson will work to respond to the issues. All commissioner and staff computers are subject to the disclosure request.

A response letter of acknowledging the receipt and a timeframe for providing the information will go out today.

Confluence Technology Center

Laura Jaecks introduced CTC tenant, Steve Klock of US Online. US Online has been located in CTC incubator space for this past year. Klock provided commissioners

with a presentation of the US Online business. It is a one of a kind business in Chelan County.

He noted US Online needed high security so the CTC is good location. Being in the same building as Yahoo! Inc and having an address of 285 Technology Center Way are big positives for the marketability of his company.

US Online is the fastest growing media company in the nation in terms of opening new marketplaces. The average annual wage is \$60,000 with 50 professionals in the field today and growing by 8-10 per month. Currently, US Online has presence in 20 states and will be expanding to 25. US Online has a national conference annually.

Klock requested the Port consider offering high tech equipment specifically, servers as part of infrastructure for technology business.

Director's Report

Addendum #3 on Cashmere property purchase & sale agreement

Pete Fraley provided a brief explanation on the need for the addendum. The addendum levies possible monetary consequences for the removal of all personal property and the eviction of a tenant reluctant to leave. The sale should close the first week of January.

This addendum has been accepted by Lysacker and his attorney. If seller fails to remove the tenant and cleanup the property to the Port's satisfaction, the purchase price will be adjusted downward.

The addendum authorizes the Port to hold back \$200,000 if the property is not cleaned up by closing. The Seller would have 60 days beyond closing to clean up the property. If not cleaned up as required, the Port has access to the \$200,000 to clean up the property. Funds would be an escrow account.

November 25th is the due date with a five day inspection by the Port. The Port must provide written notice if the site it is not satisfied with the cleanup by November 30th. The Seller would have until closing to clear up the objections.

The first Cashmere mill property advisory committee meeting will be a special commission meeting in Cashmere with all the commissioners present.

Motion No.	11-02-07
Moved By:	<i>JC Baldwin</i>
Seconded By:	<i>Craig N. Larsen</i>
Motion:	<i>To approve Addendum #3 to the Purchase and Sale agreement with Cedarbrook LLC and to authorize the Executive Director to sign the appropriate documents. Motion Carried.</i>

Malaga Property Update

The conditional use permits have been approved for the project. The conditions imposed by the hearing examiner are appropriate. The sale cannot close until the 21 day appeal period is over which would be until the 26th of this month. Closing is tentatively for 29th of this month.

Financial policies for comprehensive plan

The policies will be reviewed and discussed before adoption of the comprehensive plan.

Draft 2007 Supplemental Budget & Preliminary 2008 Budget.

Monica Lough reviewed the 2007 supplemental budget with commissioners. Discussion ensued. Items covered were tourism marketing, Olds Station Business Park investment, Pangborn Airport investment and cluster development.

Regular session was recessed for a short break at 10:44 am. Regular session reconvened at 10:51 am.

Motion No. **11-03-07**

Moved By: *JC Baldwin*

Seconded By: *Craig N. Larsen*

Motion: *To place the Port 2007 Supplemental Budget and the 2008 Preliminary Budgets on file at the Port office and direct staff to send out the appropriate notices for public hearings to be held on November 21st, 2007.*
Motion Carried.

Executive Session

Regular session adjourned to executive session at 10:53 am to discuss real estate matters.

Regular session reconvened at 11:15 am.

Discussion ensued on the Pangborn Memorial Airport airfield needs assessment committee selection process. Commissioners noted the receipt of the public records request on the Pangborn committee selection process. Chelan County Port Commissioner Craig Larsen and Douglas County Port Commissioner Jim Huffman will meet with the airport consultant to discuss the committee process.

The meeting was adjourned at 11:35 am with no action taken.

Dated and approved this 5th day of December, 2007.

BOARD OF COMMISSIONERS

MICHAEL H. MACKEY, President
JC BALDWIN, Vice President
CRAIG N. LARSEN, Secretary