



PORT OF CHELAN COUNTY
Board of Commissioners
Draft Meeting Minutes
238 Olds Station Rd, Suite A, Wenatchee, WA 98801
December 3rd, 2009
8:30 am

Present: Michael H. Mackey, President
 Craig N. Larsen, Vice President
 JC Baldwin, Secretary
 Mark Urdahl, Executive Director
 Pete Fraley, Legal Counsel
 Monica Lough, Internal Auditor

Dayle Rushing, Director Risk, Property & Facilities
 Judy Bradford, Recording Secretary
 Jon Eberle, Real Estate Consultant

Others: Yvette Davis, Wenatchee Business Journal
 Jerry Litt, Alliance Consulting

Steve Hair, KOHO Radio
 Jeff Wilkens, Wenatchee Chamber

Commission President Mike Mackey called the regularly scheduled meeting of the Port of Chelan County to order at 8:35 am.

CONSENT AGENDA*

The consent agenda was presented for consideration.

Motion No. 12-01-09
Moved By: Craig N. Larsen
Seconded By: JC Baldwin
 To approve the consent agenda consisting of minutes for the November 5th, 2009 regularly scheduled meeting of the Port Commission. Motion Carried Unanimously.

ITEMS FROM COMMISSIONERS

Time allotted for Port Commissioners' topics

Commissioner Larsen reviewed the process used to interview consultants for the Pybus project financial feasibility study. Larsen then presented the recommendation of the consultant selection committee and requested the Executive Director be given the authority to execute an agreement with the recommended consultant, subject to the review and approval of legal counsel and one commissioner.

Jerry Litt briefly reviewed the qualifications and experience of Property Counselors, the recommended consultant. Litt explained the goal is to have a draft report from Property Counselors within 9 weeks. The criterion stressed heavily in the interview process was to provide the Port with a recommendation whether or not the Port should or should not proceed with the project.

Motion No. 12-02-09
Moved By: JC Baldwin
Seconded By: Craig N. Larsen
 To authorize the Executive Director to sign a contract for a feasibility study with Property Counselors in an amount not to exceed \$34,500 subject to the review and approval of legal counselor and one commissioner. Motion Carried Unanimously.

Litt reported he anticipated having the revised scope of work for the study by next Monday.

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PUBLIC COMMENT

Time allotted for public comment. There were no public comments.

DIRECTOR'S REPORT

Update from Wenatchee Valley Chamber

Jeff Wilkens, Wenatchee Valley Chamber President, provided commissioners an update on the activities and projects of the Wenatchee Valley Chamber over the last year. Wilkens expressed appreciation for the economic funding the Port has provided to the Chamber. He shared a letter from the Chamber to the Port.

Wilkens requested the Economic Development Agreement and subsequent funding continue in the future. The funding allows for the Chamber to be more involved in the activities outlined in the agreement deliverables.

The Chamber efforts have been focused on building the membership base of the Chamber which is a very critical issue for the Chamber. Discussion ensued. No action taken.

Revised Resolution 2009-20 setting the tax levy based on updated information from Chelan County

Pete Fraley explained that after the last commission meeting in which commission discussion and action was taken on the 2010 budget, the County Treasurer notified the Port the levy had been projected too low by \$11,400. The proposed amended resolutions do not change any of the policy decisions already taken by the commission; they adjust the starting point (levy dollar amount) on the budget. Fraley briefly explained the process the County Treasurer has been through to develop the revised figures. This is not just a Port issue; it affects public entities countywide

Fraley explained that amending Resolution 2009-20 reflects a higher starting point. The Exhibit "A" attachment which is the Port's 2010 budget has been revised as well.

Motion No. 12-03-09
Moved By: JC Baldwin
Seconded By: Craig N. Larsen
To approve a revision to Resolution 2009-20 based upon updated information from Chelan County. Motion Carried Unanimously.

Revised Resolution 2009-22 adopting the budget based on updated information from Chelan County

Motion No. 12-04-09
Moved By: Craig N. Larsen
Seconded By: JC Baldwin
To approve a revision to Resolution 2009-22 based upon updated information from Chelan County. Motion Carried Unanimously.

Revision to 2010 Levy Certification based on updated information from Chelan County

Motion No. 12-05-09
Moved By: JC Baldwin
Seconded By: Craig N. Larsen
To authorize the Executive Director to amend the 2010 levy certification based upon updated information from Chelan County. Motion Carried Unanimously.

Petition to annex Cashmere mill property into City of Cashmere*

Jerry Litt updated the commission on the annexation process with the City of Cashmere. The City of Cashmere has been accepting petitions for annexation from property owners. Dick Ryan, AW Paving and Tom Spears have signed supporting petitions. This provides the west-end of the boundaries to the Cashmere mill property. Owning the mill property, the Port will be in a favorable position (close

CNM JCB [Signature] MHM [Signature]

to 60%) to start the petition process. Litt will be meeting with Mark Botello/City of Cashmere to develop the process to move the annexation petition forward.

The Port is still in negotiations with the City of Cashmere to resolve water issues for the property.

Discussion ensued. RH2 Engineering is working on the main water line that will serve Port property on both sides of Sunset and a few adjacent neighbors.

Motion No. 12-06-09

Moved By: JC Baldwin

Seconded By: Craig N. Larsen

To authorize the Executive Director to sign a petition for annexation of the Port's Cashmere Mill Site property into the City of Cashmere. Motion Carried Unanimously.

Personal Services Contracting Policy

Pete Fraley explained a proposed port policy to implement new legislation regarding port personal services contracting. Port staff attended WPPA sponsored training; one was an all-staff training session and review of legal counsel's drafted proposed policy. This is a definition driven policy. The goal of the legislation is to establish process for solicitation and selection of contractors.

Discussion ensued. The proposed personal services contracting policy will be placed on the January 7th commission agenda.

The commission meeting schedule for December consists of one remaining meeting on Dec 17th starting at 8:30 am to include a consent agenda for the port. The commission meeting will recess to a "special" Pangborn Governing Board workshop anticipated to last until 3pm.

The Port's regular session was recessed at 9:40 am for a five minute break.

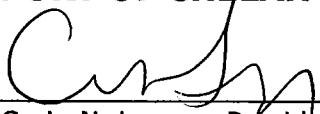
Executive Session

Regular session was reconvened at 9:45 am and immediately recessed to executive session for an hour to discuss real estate matters pursuant to RCW 42.30.110 (b and c). Final action on selling or leasing public property shall be taken in a meeting open to the public.

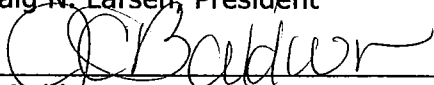
Regular session reconvened at 11:05 am and immediately adjourned with no action taken.

Dated and signed this 7th day of January, 2010.

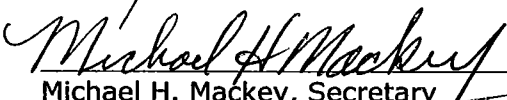
PORT OF CHELAN COUNTY





Craig N. Larsen, President



JC Baldwin, Vice President



Michael H. Mackey, Secretary

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