

AGENDA BILL NO. 96-129H

BUSINESS OF THE CITY COUNCIL
CHELAN, WASHINGTON

SUBJECT: Memorandum of Understanding for : DATES AND EXHIBITS
 Lakeshore Marina Study :
 : 3/25/04
 FOR AGENDA OF: 3/25/04 : 1. Notice of Action 6/12/03
 Revised : 2. Proposed Memorandum of Agreement
 Revised :
 :
 ORIGINATOR: City Administrator & :
 Port of Chelan County :
 :
 DATE SUBMITTED: 3/18/04 :
 Revised :
 Revised :

APPROVED
City Administrator:

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: \$25,000	BUDGETED: -0-	REQUIRED: \$25,000 (funded by the Port District)

Budget Line #:

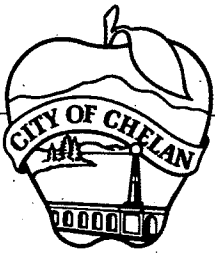
***** SUMMARY STATEMENT/ISSUES *****

The Port of Chelan County proposes that the Port and City of Chelan enter into a memorandum of agreement (MOA) regarding a feasibility study for expanding/enhancing the Lakeshore Marina. The attached MOA provides the background, scope, terms and conditions of the study. I recently met with Port District Executive Director Mark Urdahl and Port Commissioner Mike Mackey to discuss the proposed study. From my perspective, the study represents an excellent opportunity to determine future development opportunities for the marina and adjacent property. I recommend that Council enter into the MOA with the Port with the understanding that the City will solicit requests for statements of qualification from qualified consultants to complete the work in an amount not to exceed \$25,000. If the scope of work can be achieved for this amount, the City would select the most qualified consultant to perform the study.

- Public Hearing
- Closed Record Appeal/Decision
- Recommendation From City Administrator
- Quasi Judicial Matter
- Legislative Matter

Suggested Motion(s):

I move to direct Mayor Jay Witherbee to sign the Memorandum of Agreement with the Port of Chelan County for the Lakeshore Marina expansion/enhancement feasibility study.



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Chelan, Washington 98816
(509) 682-4037
Fax (509) 682-8009

April 21, 2004

Mark Urdahl
Executive Director
Port of Chelan County
125 Easy Street
Wenatchee WA 98801

Re: Memorandum of Agreement
Marina Expansion/Enhancement Feasibility Study

Dear Mark:

Enclosed we are returning one of two identical signed Memorandums of Agreement regarding the Chelan Marina Expansion/Enhancement Feasibility Study. As directed by your staff, we have kept the second original for our files.

We appreciate the Port District's assistance with this project.

Sincerely,

Linda Allison Liles
City Clerk

enclosure

**NOTICE OF ACTION
CHELAN CITY COUNCIL**

Contract file

MEETING: March 25, 2004

AGENDA BILL: 96-129H

SUBJECT: Lakeshore Marina Study

ORIGINATOR: Administrator Fonfara

ACTION: Rodionoff moved to direct the Mayor to sign the Memorandum of Agreement with the Port of Chelan County for the Lakeshore Marina expansion/enhancement feasibility study, as presented. Seconded by Austin, motion passed unanimously.

DATE DISTRIBUTED: March 26, 2004

DISTRIBUTION LIST: Agenda Bill File, Absent Officials, Councilmember making motion*, Originating Department, City Attorney, Lake Chelan Mirror, KOZI Radio, Wenatchee World, GoLakeChelan.com

*If you believe the action as stated above isn't the motion you made, please contact the City Clerk immediately so the meeting tape can be reviewed before the minutes are prepared.

**Memorandum of Agreement
February 24, 2004**

**Port of Chelan County
City of Chelan
Chelan Marina Expansion/Enhancement Feasibility Study**

Background

The Port has allocated \$25,000 within its 2004 budget for an engineering feasibility study of both an expansion and an upgrade of the existing city owned marina. The PUD has allocated funds as part of its Chelan Hydro relicensing effort aimed at a shoreline and beach erosion control effort, and the City of Chelan will conduct a highest and best use analysis of a portion of the adjoining property, including that now occupied by the Lakeview Drive In.

Although funding was allocated in the 2004 budget, the Commissioners approved motion 08-09-03 at their meeting of August 20, 2003:

To award the City of Chelan \$25,000 from our economic development reserve fund for the explicit purpose of determining the feasibility of expanding the existing City Marina, with the contingency that the City uses the funds to properly address the engineering issues most pertinent to this possible expansion.

Agreement

The City of Chelan and the Port of Chelan County agree to the following:

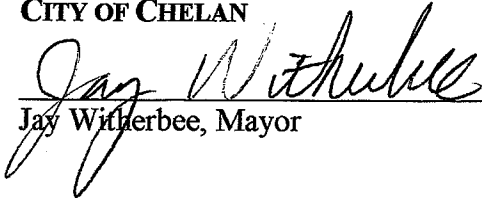
1. The City will retain a qualified professional engineering firm with experience in the design and development of marinas to evaluate the existing Chelan marina in terms of its functionality, the life expectancy of its physical facilities, its capacity to meet current as well as projected demand, and the feasibility of upgrading the existing facilities to those comparable to those available at comparable first class marina facilities in the Pacific Northwest, as well as the feasibility of expanding the capacity of the marina to serve a larger number of boating customers.
2. The study will propose at least two alternative scenarios, and include cost estimates as well as phased approaches to the implementation of the alternatives.
3. The study will identify cost estimates for both construction and operations and maintenance, and identify revenue streams needed to offset the cost of both areas.
4. The study will also identify potential construction funding sources, including state grants.
5. The City will conduct a highest and best use study of the adjoining property, with that study using as basic premises the marina expansion and upgrade alternatives, so that the impact of marina expansion and upgrade on the use and value of the adjoining city property may be evaluated.
6. The City will act as project manager for the study, and will seek the input of the Port and keep the Port informed as to the progress of the study.

7. The Port will promptly reimburse the City for its actual consultant expenditures for the study, to a maximum of \$25,000. Port funds shall be used for professional, technical, and expert consulting services only.

8. The City will conduct those public meetings it feels are necessary to the successful completion of the marina expansion and enhancement study,

9. The City will complete the study during 2004.

CITY OF CHELAN



Jay Witherbee, Mayor

4/19/04
Date

PORT OF CHELAN COUNTY



Mark Urdahl, Executive Director

April 12 2004
Date