

DOUGLAS COUNTY PORT COMMISSION

Wednesday, February 25, 2009

MINUTES OF THE REGULAR PORT COMMISSION MEETING

Port of Douglas County Conference Room
3306 5th Street SE
East Wenatchee, WA 98802

Present: Alan Loeb sack, Commission President
Jim Huffman, Commission Vice President
Mark Spurgeon, Commission Secretary
Pat Haley, Director
Doug Provo, Business Manager
Esther McKivor, Administrative Assistant
Jim Fletcher, Small Business Development Center
Chris Hanson, Waterville Airport Hangar Tenant
Ron Lewis, Sound Engineer-Drylander, Bridgeport
Junior Hattabaugh, Entertainer, Bridgeport
Jack McLaughlin, D.A. Davidson

Commissioner Loeb sack called the meeting to order at 11:40 a.m.

Consent Agenda

- | | | |
|--------------------------------|------------------------------|-------------|
| 1. Warrant Register 2009-02-2 | Warrants #1003704 | \$ 1,566.23 |
| 2. Warrant Register 2009-02-3 | Warrants # 1003705 - 1003724 | \$19,514.24 |
| 3. Minutes - February 11, 2009 | | |

Motion 2-25-01

Motion: To approve the Consent Agenda.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Carried Unanimously

Bridgeport Tourism Support

Director Haley relayed to the Board that the City of Bridgeport and the Bridgeport Chamber of Commerce have requested financial support from the Port for a multi-entertainment, free-to-public concert to take place on June 6, 2009. Bridgeport would like to create tourism and allow new visitors to the upper Douglas County region. Ron Lewis, a sound engineer, and Junior Hattabaugh, an entertainer, both from Bridgeport were introduced at the meeting. Mr. Lewis briefly informed the Board that the event may encourage the participation of small businesses at a time of economic struggles. He also noted that Bridgeport is losing its hardware store. The Board agreed that one of the Port's mission is to stimulate commerce and the Port will sponsor \$1,500 to help offset the cost of the concert. The total cost for the four bands is \$3,400.

Motion 2-25-02

Motion: To authorize \$1,500 to help offset the cost of the free-to-public concert in the City of Bridgeport to commemorate Bridgeport's Local History and Bridgeport's Future in the 21st Century.

Moved: Mark Spurgeon

Seconded: Jim Huffman

Carried Unanimously

Ron Lewis and Junior Hattabaugh out at 12:05 p.m.

MINUTES OF THE REGULAR PORT COMMISSION MEETING

February 25, 2009

Page Two

Small Business Development Center Presentation

Jim Fletcher reported that he is now working on a full-time basis for the SBDC. He discussed with the Board the current issues small businesses are up against with the crisis of the financial market. Presently, the lenders and banks are not loaning to small business. The local banks no longer have capital loan officers and they lack SBA specialists. Mr. Fletcher relayed that he will be meeting with bankers and will offer analytical assistance to newly created businesses and small businesses already in existence in “what ifs” situations and provide recommendations for financial decision making. He will help prepare small businesses to obtain loans from the banks more readily, with information required from the banks. Mr. Fletcher will also work with the Community Trade and Economic Development agency and the Department of Agriculture in exporting. An exporter fair is scheduled in March in Wenatchee.

Bridgeport Organic Mill Update

Jim Fletcher updated the Board about the meeting he and Director Haley had with Wade Troutman, an organic wheat farmer in Bridgeport. He relayed that Mr. Troutman is working to create a market for an opportunity to grow wealth in wheat growing areas. He briefly discussed the specific requirements and wheat process for the market. As the process and labor is costly, it could be a lucrative product if sold by volume. Mr. Fletcher commented that there are several variables to understand about the organic wheat process for a successful market. He would like to work on an in-depth business plan, but only if the model is realistically profitable for future entrepreneurs.

Jim Fletcher out at 12:35 p.m.

Waterville Airport Hangar Relocation Update

Director Haley reported he had a meeting with Chris Hanson and Kyle Rumble, structural engineer of Pacific Engineering, at Waterville. Mr. Rumble estimated that there is 75% chance of moving the hangar without collapsing. Director Haley relayed in detail the method of moving the hangar, recommended by Mr. Rumble. Dave Barnes’ quote to move the hangar was not available at this meeting; however, Mr. Hanson mentioned that Bates Moving also gave a rough estimate to move the hangar for approximately \$3,000 - \$4,000. The Board concurred that the structural engineer be involved in selecting the mover for the relocation of Chris Hanson’s hangar. Director Haley reported that the cost for the structural engineer’s service to draw the plan for the relocation of the hangar is approximately \$1,000 and he had authorized Mr. Rumble to pursue with the plan.

Request for the Waterville Airport to be Annexed into the Town of Waterville

Director Haley updated the Board on the process the Port is initiating to annex the non-city portions of Waterville and Mansfield airports into the two respective towns. Lisa Parks from Alliance Consulting will be assisting the Port in this process. The Board urged Director Haley to work closely with the town officials and that the annexations should be requested by the two towns, if necessary. Commissioner Huffman instructed Mr. Provo to get comments from David Ketchum regarding the pros and cons of the proposed annexation.

Chris Hanson out at 1:05 p.m.

MINUTES OF THE REGULAR PORT COMMISSION MEETING

February 25, 2009

Page Three

Final Adoption of Strategic Plan

Director Haley reviewed the changes made in the Port's Strategic Plan. Item 1, Bullet 2 to be changed from "Pursue market development opportunities for the creation of a pork industry in Eastern Washington that benefits feed growers and hog farmers in Douglas County" to "Pursue market development opportunities to diversify the local economy with the recruitment of companies that compliment the area's resources."

The draft definitions for primary jobs and family wage jobs will not be included in the two documents but instead be added to a glossary of terms which will be separate from the Strategic Plan and Statement of Purpose.

Motion 2-25-03

Motion: To modify the verbiage of Strategic Plan, Item 1, Bullet 2 to: "Pursue market development opportunities to diversify the local economy with the recruitment of companies that compliment the area's resources."

Moved: Jim Huffman

Seconded: Mark Spurgeon

Carried Unanimously

Old Business – Manufacturing Summit Update

Director Haley reported that he is preparing the agenda and invitation for the manufacturing summit. He suggested sending out a survey to the participants for discussion topics. However, the Board discussed and agreed that it would be best to locate a facilitator to promote the discussion and networking capabilities to the participants. The Board concurred that the summit be an open discussion arena, rather than a structured one. Director Haley will inquire whether Sandy Wheeler, a local entrepreneur, will be available to facilitate the summit.

Jack McLaughlin in at 1:30 p.m.

New Business – Research on Investment Prospect Update

Director Haley reported that he had a phone interview with another ROI prospect. The Kelowna based company, Sun-Rype Products specializes in fruit juices and snacks. Sun-Rype Products relayed that they have a 1-2 years plan to develop an additional facility in Central Washington, employing 30-50 employees. Their primary consideration for a new business location is Yakima.

Director Haley relayed that the next ROI mission trip will be in March, in Seattle.

New Business – Mark Spurgeon, 2009 PNWA Mission to Washington D.C.

Commissioner Spurgeon updated the Directors of the upcoming 2009 Pacific Northwest Waterways Association mission to Washington D.C. on March 1 – 5, 2009.

MINUTES OF THE REGULAR PORT COMMISSION MEETING

February 25, 2009

Page Four

Action Items

Two additional items to add to the list are:

1. Structural engineer services for hangar relocation.
2. Check with David Ketchum regarding WV Airport annexation.

Commission Schedule & Upcoming Meetings

March 11: Next Commission Meeting

March 1 - 5: Commissioner Spurgeon's Trip to Washington D.C.

April 7: GWATA Awards Luncheon

May 13 - 14: WPPA Spring Meeting, Pasco

There being no further business to discuss, the meeting was adjourned at 2:05 p.m.

DOUGLAS COUNTY PORT COMMISSION

W. Alan Loeb sack, President

James D. Huffman, Vice President

Mark M. Spurgeon, Secretary

Original signed copy filed at:
Port of Douglas County
3306 Fifth Street SE
East Wenatchee, WA 98802