

## DOUGLAS COUNTY PORT COMMISSION

Wednesday, March 10, 2010

### MINUTES OF THE REGULAR PORT COMMISSION MEETING

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

Present: Jim Huffman, Commission President  
Mark Spurgeon, Commission Vice President (Excused Absence)  
Alan Loeb sack, Commission Secretary  
Pat Haley, Director  
Doug Provo, Business Manager  
Esther McKivor, Administrative Assistant  
Thad Brewer, Maintenance Supervisor  
Mel Henkle, Accountant  
Jay Johnson, Legal Counsel  
Baba Moussa, Employment Security Department  
Jim Fletcher, SBDC  
Yvette Davis, Wenatchee Business Journal  
Jean Ashby, Cascade Valley Wine Country  
Roger Clute, Wenatchee Valley Visitor's Bureau  
Mike Scott, Martin-Scott Winery  
Lisa Wareham, Waterville Winery

Commissioner Huffman called the meeting to order at 8:32 a.m. He noted the excused absence of Commissioner Spurgeon.

#### Consent Agenda

Meeting Minutes February 24, 2010

Warrant Register 2010-03-1

Payroll Register March 15, 2010

Warrants #1004498 – 1004520 \$12,966.65

Warrants #1004521 – 1004525 \$ 8,625.97

#### Motion 03-10-01

Motion: To approve the consent agenda.

Moved: Alan Loeb sack

Seconded: Jim Huffman

Motion carried unanimously.

#### Amendment to Waterville Airport ALP

Mr. Provo reported the addendum to Waterville Airport ALP was not ready at the time of the meeting; therefore, it was deferred to the next commission meeting. The WSDOT grant application will also be ready for approval at the next meeting,

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### **Monthly Budget Summary**

Mr. Henkle reviewed the February 2010 Financial Statements. The statements reflected the \$9,000 budget supplemental contribution to PMA. Mr. Henkle interpreted the monthly tax levy statement from DC Treasurer's office to the Board.

### **Regional Economic Update**

Mr. Moussa updated the Board on the regional economic situation. There is still unemployment of 10%; however, the losses have slowed and are a good sign of some economic recovery. The retail sector is a good indicator of the economy and the future as it responds to the unemployment. Retailers will hire if the outlook is good. Healthcare and education in the region have gained 200 jobs between January 2009 and January 2010. Manufacturing is flat line and the construction industry is still losing jobs. Across the state temporary jobs are on the rise. Mr. Moussa commented business decision making shouldn't be focused on the unemployment rate.

*Mike Scott in at 8:52 a.m.*

*Jean Ashby, Lisa Wareham, and Roger Clute in at 9:00 a.m.*

*Mel Henkle & Baba Moussa out at 9:09 a.m.*

### **Cascade Valley Wine Country Update**

The Port has contributed \$5,000 to the Cascade Valley Wine Country in 2009 for startup marketing efforts. Jean Ashby updated the Port with a power point presentation of their marketing mission and strategies. The Cascade Valley Wine Country website is running and in the future, marketing efforts will be on Facebook, Twitter and at tradeshow. To be a member of The Cascade Valley Wine Country, one must reside in Chelan or Douglas County and have a winery or a tasting room. Director Haley discussed and questioned the length of the Port's commitment to the contribution for promotional efforts to the winery industry in the area. He inquired about their financial group efforts with members of the organization. Ms. Ashby requested a \$6,000 contribution to The Cascade Valley Wine Country for 2010.

Commissioner Huffman recommended the CVWC develop a long-term (5-years) financial strategy to enable the organization to reach a point where members provide financial sustainability and public funding is no longer necessary. He asked Director Haley to discuss port funding levels with Mark Urdahl.

*Jay Johnson, Jean Ashby, Mike Scott, Lisa Wareham & Roger Clute out at 10 a.m.*

### **Small Business Development Center Report**

Mr. Fletcher updated the Board on the SBDC activities in the region. He reported more businesses are trying to get financial support as they are taking stock of their inventory and looking for expansion. He also discussed how a business could take advantage of free marketing tools by using the various social media such as Facebook, Twitter and creating their own websites.

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*Break at 10:25 a.m.*

*Reconvene at 10:30 a.m.*

**New Business – Update on New Business Prospects**

Director Haley gave an update of the proposal to relocate a metal building, located in Wenatchee. The owner of the building is having a structural engineer examine the structure to determine the feasibility of relocating it to the Pangborn Airport Business Park.

**Action Item List**

The Board reviewed the Action Item List.

**Commission Schedule & Upcoming Meetings**

March 9 – 12 – PNWA Mission, Washington DC - Commissioner Spurgeon

March 18 – 2010 WA State Economic Outlook with Dr. Arun Raha, CTC at 7:30 a.m.

March 24 – PMA Governing Board Meeting & POD Commission Meeting

March 25 – Social Media Conference, Mt. Vernon, sponsored by Center of Economic Vitality of WWU

April 9 – 2010 Washington State Innovation Summit, Tacoma

April 14 – POD Commission Meeting

May 7 – Douglas County Together Leadership Simulcast, Eastmont Junior High

May 12 – 13 – WPPA Spring Meeting, - Campbell's Lodge, Lake Chelan

There being no further business to discuss, the meeting was adjourned at 10:57 a.m.

**DOUGLAS COUNTY PORT COMMISSION**

James D. Huffman, President

*EXCUSED ABSENCE*

Mark M. Spurgeon, Vice President

W. Alan Loeb sack, Secretary

Original signed copy filed at:

*Port of Douglas County  
3306 Fifth Street SE  
East Wenatchee, WA 98802*