



**PORT OF CHELAN COUNTY**  
**Board of Commissioners**  
**Special Meeting Minutes**  
**238 Olds Station Rd, Suite A, Wenatchee, WA 98801**  
**October 28<sup>th</sup>, 2011**  
**8:15 am**

**Present:** JC Baldwin, President  
Michael H. Mackey, Vice President (via conference call)  
Craig N. Larsen, Secretary (via conference call)  
Mark Urdahl, Executive Director  
Aimee Pope, Marketing & Communications Manager  
Raylene Bradley, Property & Facilities Manager  
Judy Bradford, Director of Business Operations  
Kathleen Knappert, Staff Assistant  
Jon Eberle, Real Estate Consultant

Commission Vice President Michael H. Mackey and Commission Secretary Craig N. Larsen attended the meeting via conference call.

Commission President JC Baldwin called the meeting to order at 8:17 am.

**EXECUTIVE SESSION**

Regular session recessed to an executive session at 8:19 am for 10 minutes 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 8:29 am.

No action taken.

Meeting was recessed at 8:30 am and will be continued on Monday, October 31<sup>st</sup>, 2011 at 8:30 am.

Meeting reconvened on Monday, October 31<sup>st</sup>, 2011 at 8:30 am.

Mark Urdahl stated this special meeting is a continuation of the special meeting held Friday, October 28<sup>th</sup>, 2011 and notice was duly posted.

**EXECUTIVE SESSION**

Regular session recessed to an executive session at 8:30 am for 5 minutes 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 8:34 am.

Mark Urdahl stated a motion is requested to approve a lease agreement with the Kaite Group Co., Ltd. He reported the lease would be assigned to the new company name, once the formal business name is established. The lease term would be 5 years, expiring on November 30, 2016. Tenant may take possession of the leased property on December 1, 2011. Rent would commence on May 2, 2012 in the amount of \$18,666 per month with annual CPI adjustment.

JSB            MHM EA CNL CU

The security deposit has been received. Urdahl reported the Port will be required to make electrically upgrades to accommodate the new tenant. He stated the Kaite Group plans to initially create 30 jobs, with plans to increase to 50 employees. The Kaite Group manufactures biodegradable pulp and molded fiber packaging.

**Motion No.**  
Moved By:  
Seconded by:


**10-05-11**  
Michael H. Mackey  
Craig N. Larsen  
To approve a 5-year lease agreement with the Kaite Group Co., Ltd. for IB5 as presented.

*Motion carried unanimously.*

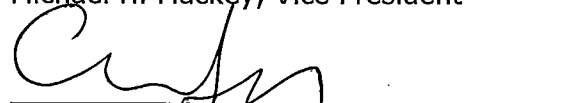
Meeting was adjourned at 8:38 am.

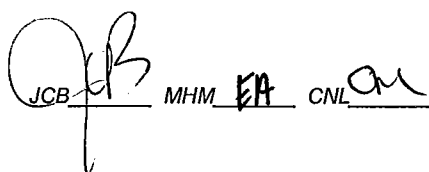
Signed and dated this 3<sup>rd</sup> day of November, 2011.

**PORT OF CHELAN COUNTY**

  
\_\_\_\_\_  
JC Baldwin, President

Excused Absence  
\_\_\_\_\_  
Michael H. Mackey, Vice President

  
\_\_\_\_\_  
Craig N. Larsen, Secretary

  
JCB MHM EA CNL