



**PORT OF CHELAN COUNTY**  
**Board of Commissioners**  
**Special Meeting Minutes**  
**Mission Ridge Ski & Board Resort, Wenatchee, WA.**  
**September 27<sup>th</sup>, 2018**  
**9:00 am**

**Present:** Rory Turner, President  
JC Baldwin, Vice President  
Donn Etherington, Secretary  
Patrick Jones, Executive Director  
Jim Kuntz, Deputy Director  
Monica Lough, Director of Finance & Admin.

Craig Larsen, Business Development Director  
Tricia Degnan, CTC Manager  
Trent Moyers, Airport Director  
Felicity Lape, Airport Financial Specialist  
Cami Harris, Administrative Assistant

Commissioner Turner called the meeting to order at 9:00 am.

The purpose of the Special Public Meeting was a Port of Chelan County Commission/Staff Retreat to review the 2019 Port of Chelan County work plan, budgets, and goals.

Patrick Jones reviewed the agenda for the day.

**Strategic Plan Review** – Jones reviewed the Strategic Plan as adopted in early 2018. Discussions ensued.

**Economic Development Partnership Program Review** – Jones reviewed the current Economic Development Partnership/ADO program including objectives and goals. Partner Breakfasts, Sector Meetings, and financial support of area non-profits were discussed. Beginning in 2019, non-profit support will be a competitive grant process, with a goal of gradually reducing support over time and working toward these organizations becoming self-sustaining. Port will work with 501 Consultants on this process.

**Pangborn Memorial Airport Review** – Jones reviewed future PMA strategies including:

- Joint Operating Agreement
- Future funding of Maintenance and Operations and Capital projects
- Governance
- Long-term goals

Discussions ensued.

**Confluence Technology Center Review** – Kuntz and Degnan reviewed the current business model for the CTC Video Conference Center/ Meeting Rooms. Commissioners express support for the conference center but are concerned with the annual operating deficits. Commissioners requested staff develop a revised business model for their review with the goal of reducing the operating deficits over time. The Port Commission would like to see the conference center breakeven if possible.

**Organizational/Staffing Review** – Jones reviewed current and future Port staffing needs. Discussions ensued.

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**Port of Chelan County Budget Review** –Kuntz and Lough reviewed the 2019 Port preliminary budgets. Discussions ensued.

**Pangborn Memorial Airport Budget Review** – Moyers and Lape reviewed the 2019 PMA preliminary budgets and the 10-year Capital and M&O plan. Discussions ensued.

**Meeting was adjourned at 3:45 pm. No action was taken.**

Signed and dated this 16<sup>th</sup> day of October, 2018.

**PORT OF CHELAN COUNTY**



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Rory Turner, President




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JC Baldwin, Vice President

*via telephone*

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Donn Etherington, Secretary

RT  ICB DE *via phone*