

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**June 10, 2014, 3:00 pm**

**Call to Order:** Commissioner Bolstad called the meeting to order at 3:00 pm.

**Attendance:** Commissioners Tony Bolstad, Kevin Waters, Gail Collins; Attorney Ken Woodrich, Facilities Manager Doug Bill, Finance Manager Randy Payne (via telephone), Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Auditor Monica Masco. Guests: Philip Watness (*Skamania Pioneer*), Valerie Kelly, Tom Jermann, Don Stevens, Judy Teitzel, John McSherry, Tony Coates.

**Public Comment:** 3:00 pm – 3:27 pm

Valerie: Noted she sent an email letter of support for John McSherry (attached) to each commissioner; identified herself as local longtime resident and ex-wife of John, requesting the Commission reinstate him as Director. She noted she has seen incredible improvement at the Port since John became manager. She asked, why is John's job at risk?

Tom: Tom read from a letter he prepared from the City of North Bonneville (attached) outlining his extensive history of working with John and requesting John be reinstated to his position. Mentioned all the stakeholders (local/state/fed agencies) he works with who work with John express high regard for him and don't question his projects because they know they're done right.

Don: As Mayor of North Bonneville (10 years as elected official altogether) and as a Port tenant (Gorge Delights) for many years, Don noted he's had a very positive experience in working with John and noted many building improvements and tenant support that has helped his company be more efficient. He said it would be a big dis-service to the community and residents if John was let go.

Judy: She said she heard we were having a party to celebrate something and wanted to see what it was. Said it was a pleasure for her, as an ex-Port Commissioner, to serve the Port and said she thinks the Port is doing a great job.

Monica: Noted John was instrumental in advocating for the Port tenants and Skamania County businesses when the Bridge of the Gods needed repair—he rallied the troops, and took action tirelessly like he always does.

John: He presented graphs and charts of some of his accomplishments through the past 10 years as he's been employed by the Port (attached). He noted these accomplishments were not based on luck:

- The Port assets increased 2.5 times since 2003
- Doubled square footage of buildings (added Teitzel, Discovery, and Port office)
- Value of properties—increased over 35% by adding assets
- Cash—increased position over 5-fold
- 180 jobs, avg pay \$45,000, highest private sector jobs (over \$8 million in payroll); last year over 220 jobs (shows potential)
- List of Projects--\$9,285,000, leveraged \$13,865,000
- Chamber board member longer than anyone; helped write by-laws, committee to hire directors
- Stevenson Business Association member—first internet cam on waterfront, wifi project
- North Bonneville City Council/Planning Commission (comp plan/ordinances update)

- Founding member Red Carpet Committee
- Worked for Skamania Co. EDC (\$7 million community development projects)
- Working with all stakeholders: all the districts, commissioners, WPPA, Gorge Commission, WIB, Forest Service, Corps of Engineers, congressional/legislative electeds/staff, etc.

**Meetings and Seminars:** Julie met with Derrick Olsen, Vice President of Regional Strategy & Coordination, Greater Portland Inc. The Port will list our available properties/facilities at their website and become more involved with this group, since we are part of the region they support.

**Minutes Approval:**

*---MOTION--- Commissioner Waters moved to approve the **May 27, 2014 Regular Meeting Minutes**. Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve the **June 5, 2014 Special Meeting Minutes**. Commissioner Collins seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Waters moved to approve the **Pre-issued General Fund Vouchers numbered 15715 through 15722 in the amount of \$11,491.58 dated June 4, 2014**. Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 15723 through 15745 in the amount of \$17,970.79 dated June 10, 2014**. Commissioner Collins seconded; the motion carried.*

**Administrative Approvals:** None.

*---MOTION--- Commissioner Waters moved to **approve the letter to Insitu requesting a letter of recommendation for the River Point Building, pending completion of the re-roofing project**. Commissioner Collins seconded; the motion carried.*

**Staff Reports:**

**Facilities Report:** Doug reported the “for lease” sign has been installed at Cascades Business Park; a metal part broke on a section of the boat launch docks; a sprinkler head malfunctioned at the Teitzel building causing extensive water damage at Slingshot Sport’s Suites C/D—ServPro was hired to clean up and we’re working with our insurance (Doug will purchase a special tool for stopping the water flow from an activated sprinkler head, and put one in each building with sprinklers), and a new alarm monitoring company will be sought (apparently the “current” one is out of business without notice); Beacon Rock Golf Course is in great condition; the waterfront parks irrigation systems are working well.

**Attorney’s Report:** Ken requested an executive session for items c, g, and i.

**Unfinished Business/Director's Report:** Presented by Randy Payne

1. *Tenants update:* **Last US Bag** is considering reducing their footprint at Wind River Business Park (WRBP); **Clark & Lewie's** (Old Saloon) continues to work through startup roadblocks. The first payment of the season was received from American Cruise Lines for the **Queen of the West**. American Queen Steamboat Operating Company said payment for The **American Empress** is on its way.
2. *River Point Re-Roofing:* The US EDA (Economic Development Administration) grant application is due this Friday—we will submit a day or two early.
3. *ALEA Grant Application for Stevenson Shoreline Restoration Project:* We received technical review comments from ALEA. We are working with Rock Cove Design on the conceptual design, and continue working with Brian Bair (Bair LLC) and Ben Shumaker from the City of Stevenson. A trial run presentation will be presented in late June or early July to the Commission and others, before the final presentation in early August to ALEA board.
4. *Port of Skamania 50-Years Celebration:* This celebration was postponed; a new date will be set.
5. *Wind River Business Park:* We received an extension on \$200,000 that has not been expended yet and is available until June 2015, provided the funds are re-appropriated by Washington State, for the water/well exploration project.

**New Business:** None.

**Executive Session:** Commissioner Bolstad called for an Executive Session from 3:50 pm to 4:35 pm for 45 minutes, per RCW 42.30.110(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency; and (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public; and (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

No decisions were made; a Special Meeting was scheduled for June 19, 2014, at 3:00 pm, at the Port office, per RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

**Adjournment:** The Chairperson adjourned the meeting at 4:44 pm.

Port of Skamania County  
Board of Commissioners  
June 10, 2014

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is May 27, 2014 at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

**APPROVED BY:**

\_\_\_\_\_  
**Commissioner Tony Bolstad, President (District 1)**

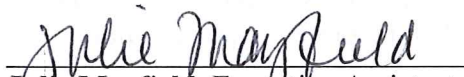


\_\_\_\_\_  
**Commissioner Kevin Waters, Vice-President (District 3)**



\_\_\_\_\_  
**Commissioner Gail Collins, Secretary (District 2)**

**ATTEST:**

  
\_\_\_\_\_  
**Julie Mayfield, Executive Assistant**

My work experience with community leaders includes:

**Skamania County Chamber of Commerce**— Past President - Served on the Board of Directors for over 10 years - representing John McSherry Technical Services and the Port of Skamania County. Re-wrote the by-laws. On the committee to hire two Executive Directors.

**Stevenson Business Association** – I was hired by the Association to develop their brand and their website. Installed the first internet webcam on the Stevenson waterfront.

**North Bonneville City Council** – Experience includes stating the City’s police department.

**City of North Bonneville Planning Commission** – Experience includes up-dating the City’s Comprehensive Plan and several ordinances.

**Red Carpet Committee** – Founding member.

**Skamania County Economic Development Council** – Developed and obtained funding for over \$7 million dollars in priority community development projects. Worked with Skamania County, City of Stevenson, City of North Bonneville, and more.

These are some of the elected community leaders I have worked successfully in the past:

**County Commissioners**

Al McKee  
Judy Carter  
Bud Quinn  
Bob Talent  
JR Richardson  
Jamie Tolfree  
Paul Pearce

**Port Commissioners**

Dave Meyer  
Matt Masco  
Brian Adams  
Doug McKenzie  
Dave Prosser  
Rodger Whittaker  
Greyson Rudd  
Judy Teitzel  
WD Truitt

**Federal Agencies**

US Army Corps of Engineers  
US Forest Service  
US Economic Development Association  
US Fish and Wild Life  
US Senator Patty Murray  
US Senator Maria Cantwell  
US Representative Jaime Herrera Beutler  
US Coast Guard  
NOA Marine Fisheries  
National Parks Service  
US Geological Service  
USDA Rural Community Assistance Program

**State and Local**

City of Stevenson  
City of North Bonneville  
Skamania County  
EDC  
Chamber of Commerce  
Burlington Northern Santa Fe  
Washington State Legislature  
Washington Public Ports Association  
Gorge Commission  
Washington State Department of Commerce  
Washington State Revitalization Board (CERB)  
Washington State Public Works Trust Fund  
Washington Investment Board  
Washington State Fish and Wildlife  
Washington State Department of Ecology

Agency	Funding Sources	Description	Grant & Loan \$'s	Total Leveraged
Port of Skamania County	Washington State Appropriation & Columbia River Gorge National Scenic Area Washington Investment Board (WIB) Economic Development Fund	Cascade Business Park – Paving and Stormwater Improvement Project.	\$650,000 Grant \$170,000 WIB Loan	\$950,000
Port of Skamania County	Washington State Public Works Trust Fund (PWTF), Skamania County .09 Tax Fund & PUD Privilege Tax	Cascade Business Park – Grading and utility improvement including installing municipal water and sewer, natural gas, power and fiber optic.	\$650,000 PWTF Grant \$200,000 .09 Fund Grant	\$920,000
Port of Skamania County	Washington State Appropriation	Water System Improvements Wind River Business Park	\$350,000 Grant	\$350,000
Port of Skamania County	US Department of Agriculture Rural Business Enterprise Grant (RBEG)	Wind River Business Park Water and Waste Water Systems Feasibility Study	\$50,000 RBEG Grant	\$50,000
Port of Skamania County	Washington State Community Economic Revitalization Board (CERB) & Skamania County .09 Tax Fund	Biomass Feasibility Study at the Wind River Business Park	\$30,000 CERB Grant \$8,000 .09 Fund Grant	\$38,000
Port of Skamania County	CERB & Skamania County .09 Tax Fund	Port of Skamania County Comprehensive Scheme of Harbor Improvements up-date	\$50,000 CERB Grant \$6,000 .09 Fund Grant	\$75,000
Port of Skamania County	CERB, WIB & Skamania County .09 Tax Fund	Teitzel Building construction - 22,500 square feet of new business development facility at 390 Evergreen Drive, North Bonneville, WA	\$1,015,000 CERB Loan \$435,000 CERB Grant \$350,000 WIB Loan \$200,000 .09 Fund Grant	\$2,432,300

Agency	Funding Sources	Description	Grant & Loan \$'s	Total Leveraged
Port of Skamania County	Skamania County .09 Tax Fund	River Point Building Parking Lot Improvement – For Boeing’s subsidiary Insitu to enable substantial private investment in the River Point Building.	\$200,000 .09 Fund Grant	\$1,800,000
Port of Skamania County	Private lender	Purchase of 212 SW Cascade Avenue, Stevenson, WA to allow new business expansion in the Port’s old office space.	290,000 Loan	\$320,000
Port of Skamania County	WIB & Skamania County .08 tax	Construction of 10,500 square feet of new business development space in the Tichenor Building	\$100,000 Grant \$150,000 Loan	\$250,000
Port of Skamania County	WIB	Purchase of commercial waterfront property strategic to the Port’s growth	\$98,000 Loan	\$215,000
Port of Skamania County	City of Stevenson Hotel/Motel Tax Funds	Cascade Avenue boat ramp multi-use restroom facility construction	\$100,000 Grant	\$100,000
Port of Skamania County	IAC Boating Facilities Improvement & Rural Community Assistance Program (RCAP)	Cascade Avenue Boat Ramp Replacement, installation of floating docks and site improvements.	\$565,000 IAC Grant \$45,000 RCAP Grant	\$777,000
Port of Skamania County	CRGNSA Economic Development and CTED Rural Opportunity Funds	Construction of fiber optic line to Stevenson waterfront commercial/industrial facilities; improvements to the Tichenor Building	\$106,000 Grants	\$136,000
Port of Skamania County	RCAP & WIB	Develop Port website and marketing materials including a presentation folder, fact sheets, brochures, & trade show booth	32,000 Grants	40,000
Port of Skamania County	CERB	Construction of site improvements, and a 15,000 square foot multi purpose industrial facility at 396 Evergreen Drive, North Bonneville, WA	500,000 Grant 342,000 Loan	1,225,000
Port of Skamania County	WIB	Purchase two acres of land for a 15,000 square foot multi purpose industrial facility	86,000 Grant	86,000
Port of Skamania County	RCAP	Site planning, preliminary design and engineering, and permitting for a building for a multi purpose industrial facility	50,000 Grant	62,500

Agency	Funding Sources	Description	Grant & Loan \$'s	Total Leveraged
Skamania County Community Events and Recreation	RCAP	Contract professional services to update Skamania County's Parks and Recreation's Comprehensive Plan	32,000	40,000
Skamania County Community Events and Recreation	IAC	Matching funds to expand the Drano Lake boat launch and to improve user amenities	745,000	745,000
City of Stevenson	CERB	Construction of 11,500 linear feet of water pipe to meet the fire flow demands of the \$14 million dollar expansion at the Skamania Lodge	200,000 Grant 50,000 Loan	600,000
Port of Skamania County	Washington State's Old Growth Diversification and Rural Opportunity Funds	Design and Engineering of an Industrial/Business Park Development North Bonneville	\$75,000	\$75,000
Port of Skamania County	RCAP	Design and Engineering for Improvements Industrial Park Development North Bonneville	\$44,800	\$56,000
Skamania County Public Works	Washington State Depart. of Ecology Centennial Clean Water Fund	Stormwater Facilities Planning, Carson Washington	\$247,500	\$330,000
Skamania County EDC	Washington State's Rural Opportunity Fund	Local Fiber Optic Network Feasibility Study	\$20,000	\$20,000
Skamania County EDC	RCAP	Targeted Industry Demand Analysis	\$12,000	\$15,000
Skamania County Community Events and Recreation	RCAP	Covered Horse Arena/Multi Use Facility feasibility study	\$40,000	\$325,000
Skamania County Community Events and Recreation	USDA Forest Service NSA Recreation Construction Fund	Drano Lake boat launch expansion construction, installation of two new boats ramps and floating docks	\$504,700	\$504,700
City of Stevenson	WIB	Stevenson Downtown Historic Streetlight Funding	\$181,000	\$277,500
Columbia Gorge Interpretive Center	WIB	Columbia Gorge Interpretive Center Debt Retirement	\$275,000	\$1,000,000



Grant and Loan Experience

Agency	Funding Sources	Description	Grant & Loan \$'s	Total Leveraged
City of North Bonneville	National Park Services (NPS) Lewis & Clark National Historic Trail Bicentennial & City of North Bonneville Hotel Motel Tax Fund	Lewis & Clark National Historic Trail Bicentennial wayside sign & interpretive area development in downtown North Bonneville	\$5,000 NPS Grant \$5,000 Tax Fund Grant	\$10,000
Skamania County Public Works	Washington State Department of Ecology Flood Control Assistance Account Program	Emergency Shoreline Revetment, Hamilton Creek, North Bonneville	\$20,000	\$50,000
		<b>Totals</b>	<b>\$9,285,000</b>	<b>\$13,865,000</b>

# Memo

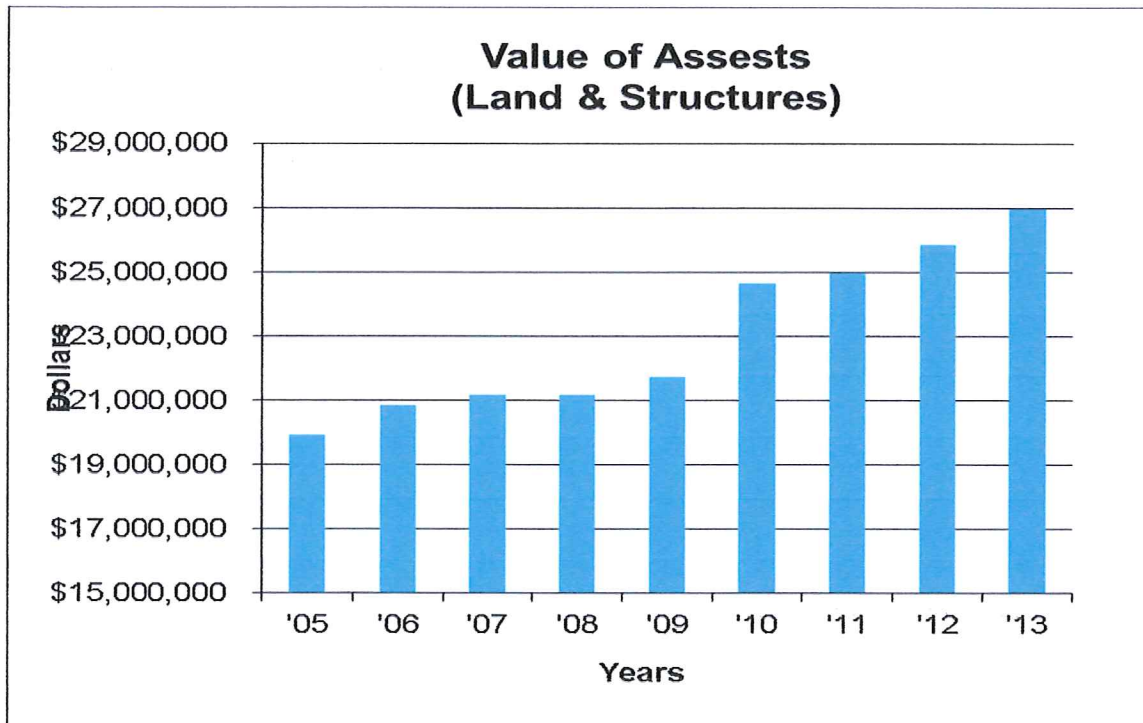
**To:** Commissioners  
**From:** John McSherry  
**Date:** June 10, 2014  
**Re:** Performance of Executive Director

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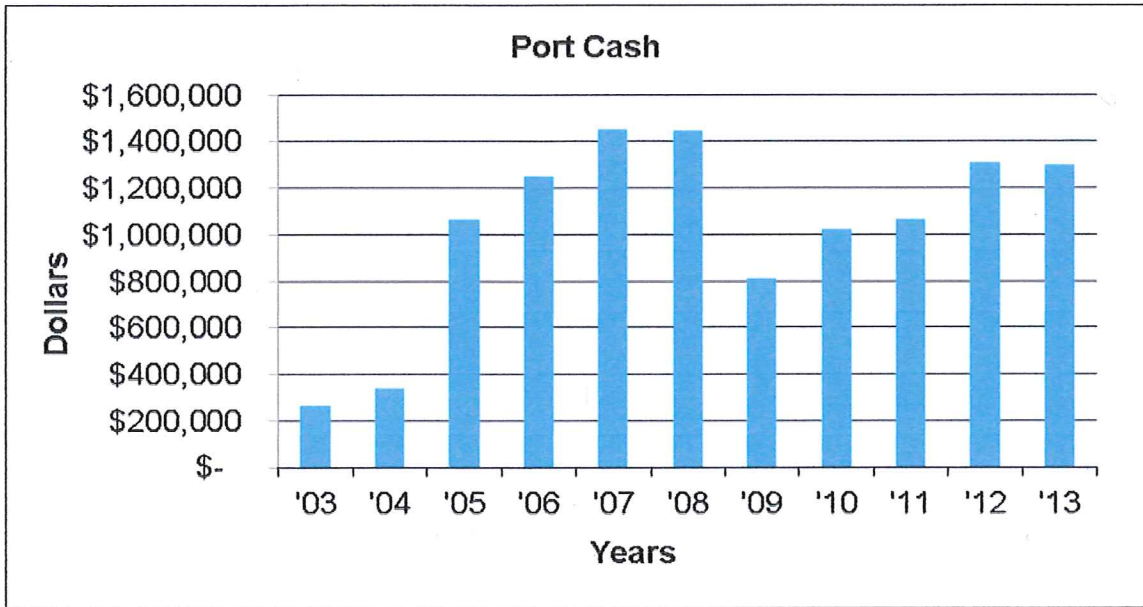
The following graphs may be helpful in communicating my performance over the recent years.



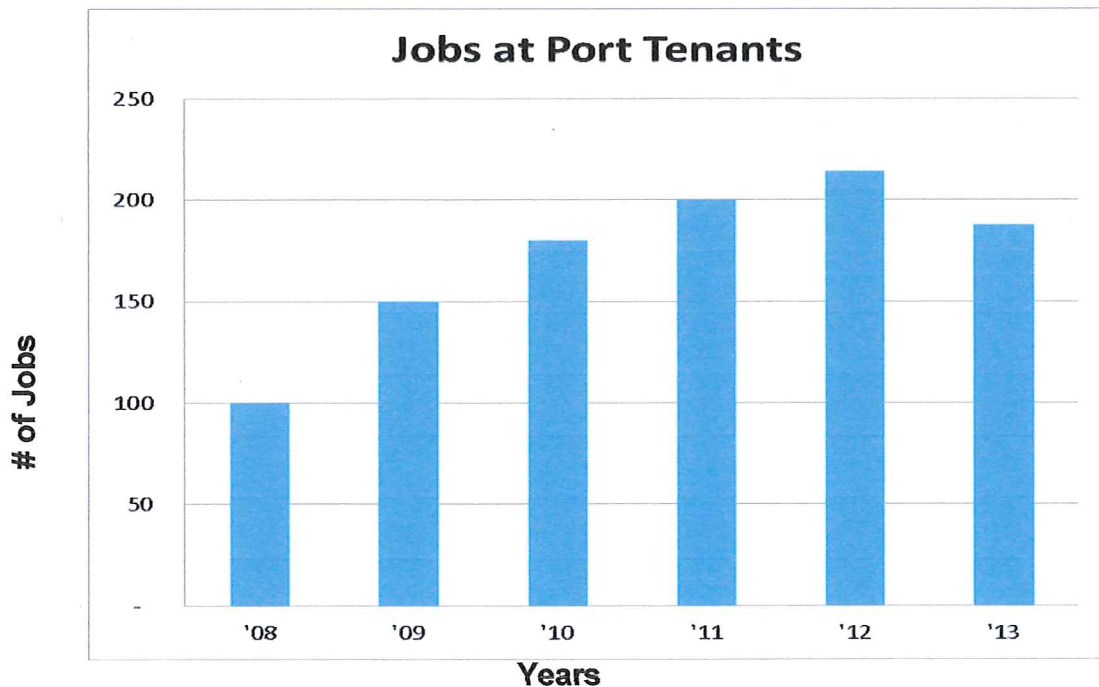
**Lease Revenues** In the past 10 years, the Port’s revenues from leases have increased over 140% growing almost 2.5 times from \$372,000 in 2003 to just over \$900,000 today. This increase is the result of my consistent and sustain ability to build and acquire new infrastructure that generate revenue. In 2003, the Port owned and managed 120,000 square feet (sf) of industrial and commercial space. In 2013, the Port owns and manages 240,000 sf of space, double the amount of space it owns and manages! Significant revenue generating projects have included: the construction of 22,000 sf Tietzel Building; 150,000 sf Discovery Building; 5,000 sf addition to the Tichenor Building; the purchase of the Port office; and the management agreement for the Wind River Business Park.



**Value of Port Assets** The values of the Port's assets have increased 35% from approximately \$20 million in 2005 to about \$27 million in 2013. This increase comes from purchasing multiple waterfront properties in Stevenson; capital improvement projects including: the Cascade Boat Ramp replacement; expansion of the Tichenor Building; the installation of Port owned fiber optics, the improvements to the River Point Building; the construction of the Discovery and Teitzel Buildings in North Bonneville; the purchase of industrial land in North Bonneville and the infrastructure improvements at Cascades and Wind River Business Parks.



**Port Cash** In the last ten years, the Ports cash position has increased almost 5 fold from \$266,000 in 2003 to approximately \$1,300,000 at the end of 2013.



**Port Cash** The average wage of a job at a Port tenant is \$45,000 per year. Using an average of 180 jobs employed by Port tenants, annual payroll is \$8.1 million; almost 20% of Skamania County's 2012 total private sector payroll of \$42 million.



City of

# NORTH BONNEVILLE

P.O. Box 7

North Bonneville, WA 98639

(509)427-8182

DATE: June 10, 2014  
TO: Port of Skamania County Commissioners  
FROM: Tom Jermann, City of North Bonneville Planner  
RE: John McSherry

Dear Commissioners,

I have lived in Skamania County for over 50 years. I graduated Stevenson High School 1967.

- 1970's & early 1990's Managed the grocery store in Stevenson for over 15 years
- Late 1970's One of two original incorporators of the local Chamber
- Early 1980's Mayor – City of Stevenson
- Early 1990's Executive Director - Skamania County EDC
- Mid 1990's Skamania County Port Commissioner
  
- Mid 2000's Served on North Bonneville City Council with John
- 2005-current North Bonneville City Planner

I have known and worked closely with all of the Port Managers (Larry Hendrickson, Elmer Stacy, and John McSherry) since the 1970's in various capacities both public and private.

John has been the most competent, professional and positive leaders of all the port managers. He has been the guiding force for economic development and jobs for the Port, the cities and Skamania County during his many years of service.

I ask that you not lose a leader of this quality. Our county, communities and the Port needs to keep John working for us.

Thank You