

Port of Skamania County
Minutes of the Board Commissioners

June 16, 2020
Regular Meeting
Zoom Meeting

Call to Order: Commissioner Kingston called the meeting to order at 5:00 p.m.

In attendance: Commissioner Todd Kingston, Commissioner Ray Broughton, Commissioner Jennifer Taylor, Executive Director Pat Albaugh, Port Auditor Monica Masco, Finance Manager Cindy Bradley, Wanda Scharfe Minute Taker.
Absent: Facilities Manager Doug Bill

Guests: Philip Watness, Jess Groves at 5:31 – 5:45

No Public Comment

Consent Agenda:

--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve the consent agenda items 1 through 2 as presented. All voted in favor and the motion carried unanimously.

Commissioner Updates: No Reports

Director's Report: Director Albaugh reviewed a virtual meeting with the city of North Bonneville Planning Commission regarding the conditional use permit for a cell tower in Cascades Business Park. The Planning Commission tabled the topic and asked for more information. Another meeting will be scheduled this month. It was reported that the cruise ship docking schedule continues to evolve with a recent determination from the Governor's office that overnight cruises are a Phase IV activity. The Bridge of the Gods petition to exempt certain requirements of federal grant revenues was reviewed. The proposed transportation vote was a sudden development and there was no information provided prior to Friday evening. CERB staff has accepted our planning grant application and we are scheduled to present to the CERB Board during their July meeting in Olympia.

Director Albaugh noted that the Facility department has been hard at work getting the shoreline projects up to date. The musical instruments for the pathways have arrived. The embankment slides are on order. Bob's Beach bathroom project is nearing completion. WPPA Director, James Thompson, stopped by the Port office this past week to touch base. Public agencies are experiencing a higher public participation due to use of virtual meeting platforms.

Finance Report: Cindy Bradley presented the finance report for the month of May. Total revenues were \$110,568. The monthly expenditures were \$62,984 netting an excess revenue over expenses of \$47,584. Grant budgeted balances were reviewed. Year to date operating revenue is \$362,701 and expenditures are at \$323,592, which nets \$39,109 in operating revenues over operating expenses. Operationally the budget is on track for the year 2020. Several tenants are participating in the Port's rent relief program. To date there are two delinquent accounts. For the

month of May property taxes are the Notable revenue for the month in the amount of \$41,519. The notable expense for May was \$10,743 to Silverstar for metal fabrication on the picnic tables

Attorney's Report: Attorney Woodrich reported he has been working with the Director on various leases and agreements. He noted that the in-person meeting restriction expire tomorrow unless the Governor chooses to extend.

New Business:

Stevenson Downtown Plan

Director Albaugh reviewed the current state of the Stevenson Downtown Plan and recapped some of the history and the Port's level of participation in the plan development. No formal response is needed at this time however it is important for the Commissioners to be aware of Port related elements of the plan. The City's process has involved public meetings and round table discussions. City hired a consulting firm to draft the plan based on those group meetings. Director Albaugh noted there has been little development in the community business setting with 1 building being built in the last 20 years. At this point there is no funding to pursue this project. Commissioner Taylor commented that the project speaks little toward economic growth for the community nor does it align with the Port's mission.

Fireworks

Director Albaugh addressed concerns for this upcoming July 4th weekend after the small fires caused by fireworks last year. The commissioner's directive was to maintain the status quo. Steps were discussed on how to mitigate potential fire risks.

Bridge of the Gods Pedestrian/Bike Trail

Jess Groves, Port of Cascade Locks called in to discuss the request for the exception of federal funding guidelines. He apologized for their lack of communication to their economic community partners in Washington. In their quest to lobby federal legislators the communication to local agencies fell thru the cracks. They would appreciate our support on the project. In the past the Commission has opposed an exemption to title 23, US Code. Director Albaugh pointed out that this was a very unique situation. The exemption would be specific to this walkway project, and only valid for agencies that own a toll bridge in a National Scenic Area with a national trail crossing the bridge. The safety benefits of adding a bicycle/pedestrian lane outweigh the opposition of title 23 exemption. It will also become regionally significant asset to be enjoyed by residents and visitors for decades. After deliberation on the matter the consensus of the Commissioners was to withdraw the exemption opposition and require that no tolls for bicycle/pedestrian pathway users. It was requested that Director Albaugh draft an official notification to reflect the Port's position on the proposed amendment.

Tenant Rent Relief Program

Director Albaugh reviewed the tenants currently participating in the rent relief offered and requested directive to set an end date. Discussion ensued regarding the current status of the

county and states progression of the phased start programs for businesses. At this time, the Commission will table setting an end date upon further review and will be tabled until the July meeting.

Resolution 11-2020

Director Albaugh presented the proposed amendment to the Columbia River Gorge Management Plan Policies for Urban Area Boundaries.

Resolution 11-2020. The resolution opposes proposed revisions to the Columbia River Gorge Management Plan Policies for Urban Area Boundaries.

--MOTION-- Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to adopt Resolution 11-2020. The resolution opposes proposed revisions to the Columbia River Gorge Management Plan Policies for Urban Area Boundaries

Wave Conduit Agreement

Director Albaugh presented the draft agreement received from Wave Communications regarding their offer for the use of the Port's underground conduit running under the Russell Avenue Railway.

--MOTION-- Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to move forward with the lease negotiations under direction of Pat Albaugh and pending legal review of the Port Attorney. Should a satisfactory agreement come to fruition the commission will ratify the agreement next month. All voted in favor and the motion carried unanimously.

Storage and use License Agreement – WRBP Elona Trogub

Director Albaugh presented the storage agreement with Elona Trogub for space in the Wind River Business Park Processing Center.

--MOTION-- Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to ratify the agreement between the Port of Skamania acting as property manager for Skamania County with Elona Trogub for storage space located in the SARS building in the Processing Center in the Wind River Business Park in the amount of \$200 per month plus the Washington State Leasehold Excise Tax. The Board acknowledges that the security deposit is less than the 1-year statutory deposit. All voted in favor and the motion carried unanimously.

Lease – Processing Center

Director Albaugh presented a lease for the Processing Center facility in the WRBP

--MOTION-- Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve the lease agreement between the Port of Skamania and the company doing business as Green Asset LLC for space known as the Processing Center in

the Wind River Business Park as presented; with a rental sum for the first three (3) months of the lease in the amount of six thousand dollars (\$6,000) per month plus Washington State Leasehold Excise Tax. In the fourth month the lease rate shall increase to nine thousand (\$9,000) per month plus Washington State Leasehold Excise Tax based on the full lease rate of twelve thousand dollars (\$12,000). In the seventh month the lease rate shall increase to twelve thousand (\$12,000) per month plus Washington State Leasehold Excise tax. The Board acknowledges that the security deposit is less than the 1 -year statutory deposit. All voted in favor and the motion carried unanimously.

Scout Camp Agreement

Director Albaugh presented a lease for a Boy Scout Camp in Bunker Hill

--MOTION-- Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the agreement between Skamania County and the Scout Master Troop 328 BSA, with the Port of Skamania acting as property manager; for the area known as Bunker Hill Field during the week of July 5-11th, 2020 with a lease rate of \$150. All voted in favor and the motion carried unanimously.

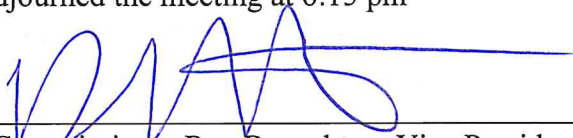
Attorney Woodrich noted that lease should be presented for ratification at the July meeting should the entity name change.

Community Pool

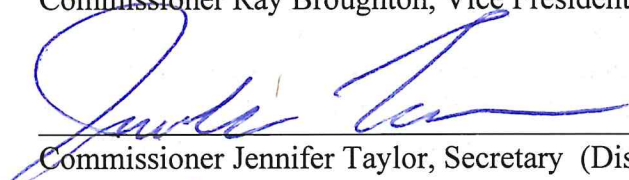
It was noted that the school meeting to discuss the fate of the pool has been postponed. The commission discussed the local fundraising efforts. Jenny will investigate the specifics and report back to the commission.

Adjourn: Commissioner Kingston adjourned the meeting at 6:15 pm

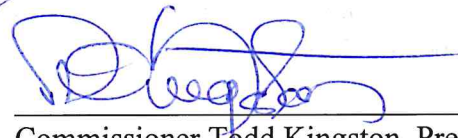
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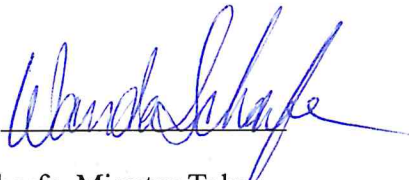
Commissioner Ray Broughton, Vice President (District 1)



Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST: 
Wanda Scharfe, Minutes Taker