

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
February 26, 2008**

Call to Order: President Teitzel called the meeting to order at 4:03 p.m. with public comment open until 4:33 p.m.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner W.D. Truitt, Commissioner Tony Bolstad, Port Attorney Ken Woodrich, Port Manager John McSherry, Facilities Specialist Karl Wilkie, Port Auditor Monica Masco, Accounting Tech. Tina Tarani, and Administrative Assistant Julie Mayfield.

Public Comment: None.

Meetings and Seminars:

- **Columbia Gorge Kiteboarding Association:** Karl met with *Mark Barnes* today; They walked eastpoint waterfront and discussed potential volunteer tasks.
- **North Bonneville City Council Meeting:** Commissioner Bolstad and John attended the North Bonneville City Council meeting on February 12, 2008. The Port updated the council on current, and proposed, Port projects. The City of North Bonneville is currently updating their critical areas ordinance.
- **Chamber Business After Hours:** Commissioner Teitzel, Port Auditor Monica Masco, Port Manager John McSherry, Administrative Assistant Julie Mayfield attended the Chamber Business After Hours on February 19, 2008 at Skamania Lodge.
- **Columbia Gorge Economic Development Association:** John announced there is a CGEDA meeting February 27, 2008, if anyone is interested in attending. Representatives of all the Ports and EDC's of the gorge attend.

Minutes Approval: ---Motion--- Commissioner Bolstad moved to approve the minutes of the February 12, 2008 regular scheduled meeting. Commissioner Truitt seconded. The motion carried.

Port Attorney Ken Woodrich addressed the Commission that an amendment is needed for January 9, 2007 approved minutes, informing them Port staff discovered in the approved minutes of regular Port meeting of January 9, 2007, the second of a motion was not recorded in the approved minutes; the second is noted in the minute takers notes. It was suggested by Ken, that since Judy was the only Commissioner at that meeting for her to be the one to make the motion for the amendment. The Commission reviewed the original approved minutes, the correction in the amended minutes, and minutes takers notes that stated the second.

---Motion--- Commissioner Teitzel stepped down to move to approve the minutes of the January 9, 2007 regular scheduled meeting as amended February 26, 2008 to reflect under Administrative Approvals that Commissioner Whitaker seconded the motion that was not stated in the approved and signed minutes, but was stated in the minute takers notes. Commissioner Truitt seconded. The motion carried.

Voucher Approvals: ---Motion--- Commissioner Bolstad moved to approve Pre-Issued General Fund Vouchers Numbered 10946 through 10952 in the amount of \$4,184.85 dated February 20, 2008. Commissioner Truitt seconded. The motion carried.

---Motion--- Commissioner Bolstad moved to approve General Fund Vouchers Numbered 10953 through 10971 in the amount of \$23,916.60 dated February 26, 2008. Commissioner Truitt seconded. The motion carried.

Administrative Approvals: None.

Staff Reports:

- **Financial Report:** Presented by Port Auditor Monica Masco:

January 2008 Financial Report Summary:

January 31, 2008 Cash Balance is \$1,382,830.61.

Total revenue for January was \$53,595.94 and expenditures were \$125,037.71; net excess of revenue over expenditures with a net loss in the amount of -\$71,441.77.

Old Business:

- **Update on Legal Description and Map of Port District Boundary:** John informed the Commission that he and the Port Attorney met with surveyor companies, and a surveying company has been hired from the Port's Professional Services List to research and map the Port District boundaries. The surveyor firm hired was ***Klein and Associates***; they were selected because of their responsiveness and experience working in Skamania County.
- **Port Projects for RCO Grant Opportunities:** John is reviewing Port projects for possible grant application to RCO.
- **District Wide Impact Feasibility Study:** ***FCS Group***, the Port's consultants for the Impact Feasibility Study, requested to meet with the Port Commissioners individually, but on the same day, to discuss the scope of work, schedule, and other details of the study. Meetings were set up for the following at the Port office conference room:

Wednesday March 12, 2008:

10:00 am – 10:45 am Commissioner Teitzel

11:00 am – 11:45 am Commissioner Bolstad

12:00 pm – 12:45 pm Commissioner Truitt

It was discussed to follow up with a workshop with the *FCS Group* and the Port Commissioners for a group discussion at a later date.

- **Broughton Mill Landing Project:** It was noted public comment on the Broughton Mill project was extended until March 11, 2008. John and Commissioners Bolstad and Truitt have previously spoken in support of this project at the Hood River meeting, and the Port has sent in a letter of support. It was noted that the current Port Board all support this project.
- **Boat Launch Floating Breakwater:** John updated the Commission that the Port is obtaining an extension on the installation for the floating breakwater. A redesign of breakwater's anchoring system has delayed the installation of the unit. In addition, Bonneville Dam will be closing for two weeks in March (March 10th-24th, 2008). The Hydraulic Permit Approval from the Washington Department of Fish and Wildlife has been extended through March 2008.

New Business:

- **Update of Skamania County Parks and Recreation Master Plan:** John is working with Skamania County Facilities Director Scott Pineo to update the Skamania County's *2001 Parks and Recreation Master Plan*. A current Parks and Recreation Master Plan is required to receive grant funding from RCO. A brief discussion took place regarding the agencies and representatives involved in up-dating this plan.
- **Draft EIS for Proposed Casino in Cascade Locks:** A discussion took place about the Draft EIS for the proposed Casino in Cascade Locks. The Commission felt it was important to understand the impacts the proposed casino will have on Skamania County. Comments on the Draft EIS are accepted until May 15, 2008. Commissioner Bolstad requested John to draft a letter addressing this issue with the Port's comments/position.

Monica Masco left the meeting at 5:23 p.m.

Commissioner Bolstad requested a copy of the Draft EIS on CD by Thursday February 28, 2008.

- **Proposed North Bonneville Building:** John is working with Diane Sherwood, a grant writer provided by the Skamania County EDC, to develop the funding packages (grant and loans) for the new building in North Bonneville, WA. Funding applications will be prepared for the Washington State's Community Economic Revitalization Board (CERB), The Washington Investment Board, and The County's .09 tax fund.
- **SHB 3230:** Port Attorney Ken Woodrich brought to the Commission's attention SHB 3230 regarding public notification and hearing procedures for shoreline permits for certain categories of dock facilities: for construction, repair or maintenance of dock facilities that service vessels larger than 75 feet in length, pointing out this may apply to the Port.

Executive Session: Commissioner Teitzel called for an Executive Session at 6:05 p.m. for approximately ten (10) minutes ending at 6:15 p.m. under RCW 42.30.110 (b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

The Commission came out of Executive Session at 6:15 p.m. with no decisions being made.

The Commission directed Port Attorney to proceed with acquisition of real estate discussed.

A brief discussion took place on the Port waterfront and feasibility study.

Adjournment: The Chairperson adjourned the meeting at 6:27 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday March 11, 2008 at 4:00 p.m. at the Port office conference room 40 SW Cascade Avenue, Suite 70, Stevenson, WA.

APPROVED BY:

Commissioner Judy Teitzel, President

Commissioner Tony Bolstad, Vice-President

Commissioner W.D. Truitt, Secretary

ATTEST:

Tina Tarani, Accounting Tech.