

Port of Skamania County
Minutes of the Board Commissioners
August 18, 2021
Regular Meeting
Zoom Meeting

Call to Order: Commissioner Kingston called the meeting to order at 5:02 p.m.

In attendance: Commissioner Todd Kingston, Commissioner Ray Broughton, Commissioner Jennifer Taylor, Executive Director Pat Albaugh, Port Attorney Ken Woodrich, Finance Manager Cindy Bradley, Wanda Scharfe Minute Taker

Guests: Tamara Mayfield, Mark Mayfield, Josi Lambson

Public Comment: No Public Comment Received

Consent Agenda: The following items were presented for Commissioners' approval. (Consent agenda items are intended to be passed by a single motion to approval all listed actions. If discussion of an individual item is requested by a commissioner, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.

Approval of the Minutes

1. July 20, 2021, Regular Meeting

Voucher Approvals

2. Approval of Pre-issued General Fund Vouchers
 - o 20683-20705 \$145,819.45 (08/05/2021)
3. Approval of General Fund Vouchers
 - o 20706-20727 for \$23,235.08.56 (08/22/2021)

-MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve the consent agenda items 1 through 3 as presented. All voted in favor and the motion carried unanimously.

Commissioner Updates: Commission Broughton noted information regarding anticipated weight restrictions for the repairs on the Bridge of the Gods as well as The Dalles' bridge maintenance closures. The EDC is looking into hiring a lobbyist with other agencies who can help with financing sources for local projects through interagency cooperation. Commissioner Kingston stated the Chamber is considering changing the board's ex-officio members to non-voting members. He summarized the ACL presentation to the Chamber Board about its operations and the effects of COVID for the company. The Chamber sent the Port a letter of support for AC's financial support of the Landing.

Director's Report: Director Albaugh provided the Commission with the most recent Department of Ecology update. The request to have the deed restrictions removed was denied. The denial was based on

the samples taken for an unrelated project that was not the Port's. Maul Foster will contact the Department of Ecology for further details and next steps. The Port has been notified that the Integrated Planning Grant of \$300,000 has been approved. Director Albaugh recently met with Washington EDA Representative Laura Ives to discuss potential funding for Cascade Business Park. EDA funding may be difficult to obtain. He and Finance Manager Bradley met with Site Selector magazine to review marketing options and they are waiting for a media kit to determine cost. The Port has received the invoice from the County in the amount of \$18,230 for paving the Coyote Ridge connection road. Director Albaugh requested the Commission consider a monthly rate of \$200.00 for the community group One Prevention Alliance in Suite 2 & 3 of the Teitzel building. In addition to Washington State Leasehold Tax the Commission agreed to a monthly cost of \$200. The 2022 budget procedure is underway.

Facilities Report

The Commission was advised by Director Albaugh that Doug Bill's recovery is progressing steadily. In his absence, the crew has been working hard on summer projects and has done an excellent job. Repairs have been made to the gangway. The cost of repairs was \$14,539.50, which will be reflected in the August Finance Report.

Finance Report: Finance Manager Cindy Bradley noted monthly revenue and expenses. She noted the expenses this month were heavy as is typical with the quarterly taxes. The invoice for the outdoor musical instruments, which was partially funded by the Community Foundation Grant, was not included in the report. Tour Boats have no income listed. They did return to service in June, and she has been working with them on the billing process with payment pending. Final billing for the Market and Feasibility project has arrived and is being processing. The plant survival list is pending to close the RTC grants.

Attorney's Report: Attorney Woodrich informed the commission he will be increasing his rates.

New Business:

Budget Meeting Schedule

Finance Manager Cindy Bradley presented the budget schedule. Rates for tour boats were discussed, as well as the need for review. Discussion turned to the potential modification of the landing, there are several upcoming highly competitive recreational funding opportunities. A \$500,00 grant is available for design and permitting. Director Albaugh reviewed the steps taken thus far and the recent contact with our representatives to prep for potential future opportunities.

MCEDD Board Seat

Director Albaugh informed the board of an opportunity to serve on the MCEDD Board. The Commission unanimously approved Executive Director Albaugh to serve on the MCEDD Board.

BRGC Caretaker Cottage

Director Albaugh updated the Commission on the BRGC's request for repair to the Caretaker Cottage. Director Albaugh, Commissioner Broughton, and Facilities worker Chris Richards visited the site. All agreed the structure is beyond repair. Mr. Mayfield said the cottage is part of the year-round operation of

the golf course and he would like to see it be repaired or replaced. The unit is classified as personal property, and Port Attorney Woodrich and Commissioner Taylor asked to review the lease. It was determined that more information is needed.

Scope LLC Amendment 1

Director Albaugh presented the lease amendment for Scope LLC

--MOTION--Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve Amendment 1 changing the business name of Scope LLC to Digital Logistics Solutions LLC All voted in favor and the motion carried.

Other Business: None

Executive Session: None

Commissioner Kingston adjourned the meeting at 5:59 p.m.

APPROVED BY:

Commissioner Ray Broughton, Vice President (District 1)

ATTEST: _____
Wanda Scharfe, Minutes Taker

Commissioner Jennifer Taylor, Secretary (District 2)

Commissioner Todd Kingston, President (District 3)