

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
March 25, 2008**

Call to Order: President Teitzel called the meeting to order at 4:06 p.m. with public comment open until 4:36 p.m.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner W.D. Truitt, Commissioner Tony Bolstad via phone conference, 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:

- **FCS Group:** Port Commissioners individually met with ***FCS Group*** on March 12, 2008 for the Port's ***District Wide Economic Impact Feasibility Study and Comprehensive Plan Update***. Port Manager John McSherry, Administrative Assistant Julie Mayfield, Scott Keillor and Todd Chase of FCS Group were in attendance for each meeting.
 - ***City of Stevenson:*** John, Julie, Scott and Todd met with ***MaryAnn Duncan-Cole, City Administrator***, on March 12, 2008 to discuss the City's role as a stakeholder in Port's ***Comprehensive Plan Update***.
 - ***City of North Bonneville:*** John, Julie, Scott and Todd met with ***Tom Payton, Mayor*** and ***Mary Hanson, City Clerk/Treasurer*** of the ***City of North Bonneville***, on March 12, 2008 to discuss the City's role as a stakeholder in Port's ***Comprehensive Plan Update***.
 - ***Skamania County Economic Development Council:*** John, Julie, Scott and Todd met with ***Peggy Bryan, Executive Director of the EDC***, on March 19, 2008 to discuss the EDC's role as a stakeholder in Port's ***Comprehensive Plan Update***.
- **Community Action Team:** John attended Skamania County's Community Action Team meeting coordinated by the EDC on March 19, 2008. The Action team reviewed and discussed current and future economic development projects underway and planned on the county's 2008 Work Plan. Agencies represented at the meeting included Skamania County, the City of Stevenson, the PUD, the Port, and the EDC. Projects on the list were prioritized according to funding availability. The construction funding for the Port's Multi-use Industrial Facility at the Lewis and Clark Business Park was ranked number 2 on the Work Plan.

- **Skamania County:** John has had a discussion with a County Commissioner regarding a joint workshop with the Port Commissioners and the County Commissioners. John would like to tie this workshop to the Port's Comprehensive Plan Update.

Minutes Approval:

---MOTION--- Commissioner Bolstad moved to approve the minutes of the March 11, 2008 regular scheduled meeting as written. Commissioner Truitt seconded. The motion carried.

President Teitzel entertained for a motion to approve the amended minutes of the regular Port meeting of February 12, 2008, being amended under Call to Order to correct the Chairman's title from Vice-President to President.

---MOTION--- Commissioner Truitt moved to approve the minutes of the February 12, 2008 regular scheduled meeting as amended March 25, 2008. Commissioner Bolstad seconded. The motion carried.

Voucher Approvals:

---MOTION--- Commissioner Truitt moved to approve Pre-Issued General Fund Vouchers Numbered 11007 through 11013 in the amount of \$4,491.20 dated March 19, 2008. Commissioner Teitzel stepped down and seconded. Commissioner Bolstad abstained. The motion carried.

---MOTION--- Commissioner Truitt moved to approve General Fund Vouchers Numbered 11014 through 11033 in the amount of \$19,599.92 dated March 25, 2008. Commissioner Teitzel stepped down and seconded. Commissioner Bolstad abstained. The motion carried.

Administrative Approvals: Port Manager John McSherry notified the Commission that Port tenant ***The Crab Shack*** was in arrears on rent. The Commission instructed John and Port Attorney Ken Woodrich to send a demand letter for rent to ***The Crab Shack***.

Staff Reports:

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

February 2008 Financial Report Summary:

February 29, 2008 Cash Balance is \$1,403,485.68.

Total revenue for February was \$67,650.49 and expenditures were \$46,995.42; net excess of revenue over expenditures in the amount of \$20,655.07.

Monica informed the Commission the Annual Report is due May 15, 2008 and she will have this report completed in a few days time.

Old Business:

- **Update on Legal Description and Map of Port District Boundary:** Port Attorney Ken Woodrich reported the surveyors hired to develop a legal description and map of the Port's boundaries are verbally indicating that their final report will indicate that three sections on land along the southwest boundary of the Port District – Sections 21, 28 and 33 of Township 2 North, Range 5 East – should be included the Port District and are not now included. And two other sections of land – Sections 1 and 12 of Township 1 North, Range 5 East, are currently included in the Port District and should not be. Ken suggested the Port file a Complaint for Declaratory and Injunctive Relief with Skamania County Superior Court, in order to obtain a ruling from a Judge on the location of the Port District boundary in regards to these land sections. The Commission agreed and instructed Ken to move forward in filing the Declaratory Claim.
- **Boat Launch Floating Breakwater:** John reported that the contractor who will be installing the Floating Breakwater at the Cascade Avenue Boat Ramp will begin work on Thursday of this week and should be completed by the middle of the following week.
- **Skamania County Parks and Recreation Master Plan:** John will be attending a stakeholders meeting of owners/operators of Parks and Recreation facilities in Skamania County on March 27, 2008. John is up-dating the Port's Parks and Recreation Inventory for review and comment.
- **District Wide Impact Feasibility Study:** *FCS Group*, the Port's consultants for the Economic Impact Feasibility Study and Comprehensive Plan Update, have met with the Port Commissioners individually and some of the Port's stakeholders including the cities of Stevenson and North Bonneville and the Skamania County Economic Development Council. The Commission agreed an additional workshop should be scheduled just for the Port Commissioners, as a group, with *FCS Group*. Then a follow-up workshop with *FCS Group* can be scheduled at a later date to include the County Commissioners along with the Port Commissioners.
- **Proposed Cascade Locks Casino:** John reported he was contacted by *Chuck Daughtry, Manager of the Port of Cascade Locks*, regarding the proposed Cascade Locks Casino Draft EIS. Chuck requested the Port of Skamania consider commenting on EIS's recommendation to close the existing Cascade Locks west-bound interchange of Highway 84. A discussion took place regarding the importance and location of the existing interchange to the freight mobility and specifically the freight mobility of the current and future tenants of the Port of Skamania County. The Commission agreed a comment to EIS regarding keeping the existing interchange open for freight mobility purposes would be appropriate. Comments to the draft EIS are due on May 15, 2008.

New Business: None.

Julie Mayfield left the meeting at 4:56 p.m.

Monica Masco left the meeting at 4:57 p.m.

Executive Session: Commissioner Teitzel called for an Executive Session at 4:58 p.m. for approximately five (5) minutes ending at 5:03 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 5:03 p.m. with no decisions being made.

Adjournment: The Chairperson adjourned the meeting at 5:09 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday April 8, 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.