Port of Skamania County
Board of Commissioners
Regular First Monthly Meeting
May 14, 2002

Call to Order: Commissioner Brian Adams called the meeting to order at 4:00 p.m.

Attendance: Commissioner Judy Teitzel, Commissioner Brian Adams, Commissioner Doug McKenzie, Executive Director Anita Gahimer, Port Attorney Ken Woodrich, Facilities Specialist Keith Chamberlain, Business and Project Development Manager John McSherry, Port Auditor Jan Fancher and Administrative Assistant Deana Midland. Mike Garvison, Skamania County Auditor, Maryanne Duncan-Cole, City of Stevenson and Kaye Masco attended during the first portion of the meeting. Greg and Pattie Arnold attended for a short time during the middle of the meeting.

Commissioner Brian Adams reviewed the policy of tape-recording our Board of Commissioner meetings that was approved at the meeting of April 23rd, 2002. Anita told the Commissioners about a new decision by the Local Records Committee she was just informed about which says we need to keep the tapes of our meetings for six years. Commissioner Doug McKenzie asked to have a copy of the document Anita was reading from. Anita will get a copy to all the Commissioners and Ken.

Approval of Minutes: Commissioner Judy Teitzel made a motion to approve the minutes of the April 23, 2002 meeting with a hand written correction. Commissioner Doug McKenzie seconded the motion. The motion passed.

Public Comment: Kaye Masco and Maryanne Duncan-Cole gave a presentation to the Commissioners regarding a piece of art work the Art Committee would like to place on Port park land at the top of the walkway to Stevenson Landing on the east side where the kiosk is currently located. The City will pay for the costs to relocate the kiosk, install the art piece and maintain the art piece. If the Port approves of locating this art work in the park a proto type of the art work it will be set up in City Hall by Labor Day weekend for the public to view. The original piece should be complete by March of 2003. An Inter-local Agreement will be entered into to establish the City and Port relationship. The City will be taking full responsibility for the art piece including maintenance of it. Commissioner Doug McKenzie had a few questions and concerns regarding the art piece and they assured him that all concern or problems with the art piece will be addressed by the City.

Commissioner Brian Adams made a motion to accept the placement of the art piece on Port property. Commissioner Judy Teitzel asked what if any damage was done beyond repair. Mary Ann said the City would take the risk of installation and relocation of the piece if that was needed in the future. Commissioner Brian Adams' motion died for the lack of a seconded.

The Commissioners decided they would discuss this request further later in the meeting and Anita would contact Kaye and Mary Ann tomorrow with their decision. Kaye and Mary Ann thanked the commissioners for their consideration and left the meeting.

Mike Garvison, Skamania County Auditor, handed Commissioner Chairman Brian Adams a letter from the Skamania County Commissioners regarding the Port's option to lease the Wind River Nursery Site. The letter was accepted and incorporated as part of the meeting minutes, see copy attached.

Staff Reports:

Treasurer's Report: Port Auditor Jan Fancher gave the monthly Treasures report for the month of April. Hand outs included Cash Balance to-date, Balance Sheet by month, and Profit and Loss by Class for each fund.

Attorney's Report: Ken said he had nothing new to report.

Administrative Assistant's Report: Deana reported that she had been working on the first quarter review for 2002. She reported she had attended a Federal Grant Management class presented by the Washington Finance Officers Association and the Washington State Auditors Office on April 26th.

Facilities Specialist Report: Keith reported he had been working down at the Discovery Building for the past couple of weeks doing the landscaping. The plants for that building will be delivered next week. Karl and Keith have been working to keep the waterfront maintained since the sun is out.

Marketing & Business Development Managers Report: John reported Carolyn Miller of Beacon Rock Works would like to set up a Saturday Market on the Waterfront. This project would be part of the Work First efforts, and the market would build on what was done last year by the County to include artisan's works as well as produce. The location requested is the Port's vacant lot on Cascade Avenue adjacent to the Russell Street walkway to Stevenson Landing. Judy expressed some concerns about using park lands on a weekend day when there is a lot of activity from the windsurfers and regular park users. John talked about the Saturday Market as an economic asset, and as a job retention and creation opportunity. Ken mentioned the parking lot on the west side of the Tichenor Building might potentially be an alternate location. Anita mentioned she had discussed both locations with Carolyn also. The Commissioners agreed after further discussion that we would give the Saturday Market idea a try at the requested location with the clear understanding made to Carolyn they would have to move the event to the Tichenor Building west parking lot during large community events that traditionally take place in our parks and have included or need that space too. (Such as Brew Fest, Gorge Games, Kite Boarding Race, and the Outrigger Canoe Race.)

John went on a walking tour of the proposed Olympic Sailing Center on the Government Cove shore in Cascade Locks. The plans are impressive and expansive, but are just plans at this point. The races currently start from Cascade Locks in Oregon, but the best views of the races are from Stevenson. John has been asked by some competitors about the opportunity to store their racing sail boats here for a couple of weeks prior to races to enable them to practice prior to a race. There has been and still is a big interested in an Olympic Center here on the Stevenson side. Our problem is we have no land available. John has looked at several options for the storage of a few racing sail boats. He will continue to explore the possibilities and if we can find appropriate space we will work with the racers so they can store their boats here.

John met with the U. S. Army Corps of Engineers regarding our Fort Cascade Business Park/Parcel 2 project regarding the Dam Access Road portion.

Vouchers: Commissioner Judy Teitzel made a motion to approve Pre-Issued General Fund Vouchers for Payroll Numbered 13416 through 13421, in the amount of $3,490.24. Commissioner Doug McKenzie seconded the motion. The motion passed.

Commissioner Judy Teitzel made a motion to approve Wind River Nursery Site Fund Vouchers Numbered 30057 through 30058 in the amount $189.15. Commissioner Doug McKenzie seconded the motion. The motion passed.

Commissioner Judy Teitzel commented she would not vote to approve the vouchers if it included the current voucher for a billing from Christina of Beyond the Bounds for work on our Comprehensive Planning Document. Judy and Brian both mentioned they understood Christina to say, when she presented the final draft, that she would not have any further bills for the Port. The voucher was removed from those being presented for approval. Anita will contact Christina regarding her billing. Commissioner Judy Teitzel made a motion to approve General Fund Vouchers Numbered 13422 through 13456 in the amount of $17,026.55. Commissioner Doug McKenzie seconded the motion. The motion passed.

Greg and Pattie Arnold arrived at 5:00 p.m. Ken Woodrich acknowledged he through his firm had a client-attorney relationship with Greg and Pattie which was totally unrelated to the situation which has brought Greg and Pattie here and he is referring the Port to Attorney Tad Connors for legal services regarding this matter. Anita will contact Tad. Greg and Pattie presented their financial situation regarding their past due rental sums owed the Port, and their business closure. They said they will comply with Anita’s default letter of May 1st, and they will be moved out of the building by May 15th. They commented they have transferred LifeTek to another company located in Colorado who is assuming a portion of their total debt. They said they did not move here to fail; they apologized to the Port and recognized the Port's support of their business. They talked about the impacts to their family and the personal devastated feeling they have. They discussed how they were a vibrant company making big dollars until the events of "911" severely impacted them and their sales have gone down each month until at this point they cannot carry any more debt. They commented if they could hold on a little longer they feel their merger they were working on would come through and bring in enough money to pull them out of debt, but they cannot hold on and wait any longer while the debts build up. They said they will pay the Port all the money they owe them. They made it clear they would like to settle their debt with the Port for a fixed sum of $50,000. The Arnolds were thanked for coming in personally to let the Port know about their situation.

Executive Session: The Commissioners went into session at 5:40 pm for approximately 15 minutes to discuss the LifeTek Lease potential litigation situation. The Commissioners came out of Executive Session at 5:15 pm with no decisions being made.

The past due rental sums owed by LifeTek was discussed, as well as their request for a fixed sum settlement. Anita was asked to visit with the Arnolds as soon as possible and discuss the possibility of some portion of cash payment up front.

Executive Directors Report: Anita handed out a letter from the Skamania County Auditors Office detailing each Commissioner's term expiration date. She asked them to let her know about any necessary changes. She commented, as did Ken, that it has

always been our understanding when a Commissioner is appointed to fill a vacant Board position, they are appointed to fill the seat only until the next general election when they must be elected by the people to fill out the remainder of the term. The letter from the County Auditor states Doug will fill the seat he was appoint to in February of this year, until the end of 2003 when the original term for the position expires.

Anita reported the Beacon Rock Golf Course ad was out on the street. Deana has been binding the response packets, she has a few left to do, but all requests for packets have been filled.

Anita announced Mary Gale-Wood has resigned her position as part-time Marketing Director with CGEDA. A temporary director will be hired and will focus on developing a viable long-term financial strategy for the organization.

Anita reminded everyone of the Washington Public Ports Association Spring meeting up at the Skamania Lodge, encouraging everyone to attend as it is an unusual opportunity to have the meeting here in our home area. Anita asked Judy if she was going to be there on Friday and if she would please vote for our Port at the Trustee's Meeting. Anita will spend part of Friday at the 2002 Washington State Search and Rescue Conference being held at the Wind River Nursery Site. Anita announced the WPPA Commissioners Only Seminar was coming up, to watch the mail for the information and get it on their calendar as it will be a longer than usual seminar this year.

Anita reported a final decision had been made not to split the Washington State Department of Community, Trade and Economic Development, CTED. There will be two separate departments within CTED; one will be the Office of Trade and Economic Development, OTED.

Anita and John reported on the Fiber Project. Commissioner Brian Adams stepped down and left the room, remaining out of the room until discussions on the Port's fiber project was completed. Anita and John will be getting with Ken to discuss the options before us for the fiber installation, operation and maintenance, and service provision. A short discussion followed.

Commissioner Brian Adams returned to the meeting room.

The Commissioner discussed when they will hold a special workshop meeting in place of the last weeks scheduled workshop. It was decided it will be held on May 21st, from 10:00 am to 2:00 pm.

Anita asked for some direction on if and how the Commissioners would like to respond to the letter received from the County earlier in the meeting. It was decided a written response was not necessary. Anita could simply mention another workshop has been planned.

Anita reported on the marketing efforts for the Discovery Building which she and John are working on.

Anita reported she and John attended a meeting with the Columbia River Economic Development Council in Vancouver, introducing them to an architectural firm that is interested in moving to the area. This meeting will be a good introduction from which she and John can build on to obtain their help in marketing the Discovery Building.

Anita asked for some specific direction regarding the piece of art work proposed by Kaye and Mary Ann since she was committed to contacting them tomorrow with an answer. Discussion regarding the piece ensued. Commissioner McKenzie asked Anita what her opinion was. Anita responded with a recommendation the commissioners make their decision based not on the art piece itself, but on the mission and vision of the park land the Port has had; which she described is in general to create an asset which will provide indirect job creation by enhancing the City and attracting people to stop and enjoy the park lands, thereby spending more time in town and giving more business to our local merchants, while at the same time being a catalysis to the future opportunity of new business development on the waterfront. This goal also includes providing park land for local citizens and as much access to the water itself as possible. So the decision is will art work in the park further enhance the park land in a way to support these Port goals.

Commissioner Brian Adams made a motion to accept the location of the art piece in our vacant lot east of the walkway to the dock where the kiosk currently is located, as long as the Port and the City have a rock solid inter-local agreement where the City is completely responsible all costs related to the piece including maintenance. Commissioner Judy Teitzel seconded the motion. The motion passed.

Next Meeting: The next meeting of the Board of Commissioners will be a special workshop meeting to be held on Tuesday, May 21, 2002, from 10 am until 2 pm. The next regular monthly meeting of the Board of Commissioners will be our second monthly meeting on Tuesday, May 28, 2002, at 4:00 p.m.

Adjournment: The meeting was adjourned at 6:45 pm.

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Commissioner Doug McKenzie

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Commissioner Judy Teitzel

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Commissioner Brian Adams

ATTEST:

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Deana Midland, Administrative Assistant