

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
July 12, 2005**

Call to Order: President Teitzel called the meeting to order at 4:02 p.m.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner Doug McKenzie, Port Attorney Kenneth Woodrich, Business Development Manager John McSherry, Finance Manager Barbara Irving, and Accounting Tech. Tina Tarani. Port Commissioner Dave Prosser and Facilities & Operations Manager Keith Chamberlain were not in attendance.

Public Comment: Commissioner Teitzel opened the meeting to public comment at 4:02 to 4:30 p.m. Brad Andersen was present representing Peter Cam of Bonneville Hot Springs Resort.

Bradley informed the Commission about the possibility of Bonneville Hot Springs Resort approaching the Port in the future with request to lease a small area on Port land to move the Bonneville Hot Springs Resort roadside advertising sign to.

The Commission thanked Brad for his presentation.

Brad left the meeting at 4:10 p.m.

Anita Crow of Kinetics, Inc. (Port tenant) arrived at 4:20 p.m. for public comment on the lease expansion negotiations between Kinetics, Inc. and the Port.

She delivered the signed lease, but pointed out a few errors, which the Commission corrected and changed immediately. The corrected lease was signed and initialed by all parties.

It is on Public record that Kinetics, Inc. can connect the two suites together (Suites #100 and #90) and do not need to leave the suites separated as two separate units.

The Commission thanked Anita Crow for attending and presenting the signed lease.

Anita Crow left the meeting at 4:40 pm.

Minute Approval: Commissioner Doug McKenzie made a motion to approve the minutes of the June 28, 2005 regular scheduled meeting as written. Commissioner Judy Teitzel stepped down and seconded the motion. The motion passed.

Vouchers: Commissioner Doug McKenzie made a motion to approve General Fund Vouchers Numbered 16046 through 16055 in the amount of \$7,657.62 dated July 12, 2005. Commissioner Judy Teitzel stepped down and seconded the motion. The motion passed.

Commissioner Doug McKenzie made a motion to approve General Fund Vouchers Numbered 16056 through 16081 in the amount of \$27,519.64 dated July 12, 2005. Commissioner Judy Teitzel stepped down and seconded the motion. The motion passed.

Meetings & Seminars: Commissioner Judy Teitzel informed the Commission and Port staff that she would be attending an Economic Development Council meeting this Thursday, July 14.

Finance Manager Barbara Irving requested permission from the Commission for her and Accounting Tech Tina Tarani to attend an upcoming one-day Microsoft Office Training Seminar at a cost of \$49.00 per attendee. The Commission approved this request.

Administrative Approvals: None

Staff Reports:

- Facilities & Operations Report: None
- Business & Projects Report: Business Development Manager John McSherry reported he had listed the 21 Acre North Bonneville Property that is for sale on a website called ChooseWashington.com with no cost to the Port. This company then sends out cards advertising the sale.

John asked the Commission if a policy was needed on surplusing the excess soil on Parcel II. A discussion on this followed, no decision was made.

John brought to the Commission's attention that the contract with the State Parks & Recreation for the soil removal from Parcel II expired July 1, 2005. The State wants to extend the contract and remove additional soil in the fall.

Commissioner Doug McKenzie made a motion to extend the contract with the State Parks & Recreation pending Port Attorney Ken Woodrich and Business Development Manager John McSherry's approval. Commissioner Judy Teitzel stepped down and seconded the motion. The motion passed.

John presented the Commission with the extended contract from the State Parks & Recreation for Commissioner Judy Teitzel to sign.

John updated the Commission that the Docks for the Boat Ramp should be here July 28th. Commissioner Doug McKenzie stated the Docks are taking an

extremely long time and unsatisfied members of the public are approaching him. Doug suggested John contact a Manager at Ferguson to complain about this lengthy process that has been taking place on getting the docks completed and installed.

A kiosk is required to be put in at the Boat ramp. Facilities & Operations Manager Keith Chamberlain will be completing this project; he will either build or buy the required kiosk.

John stated he is working on the wave attenuation structure.

John concluded with his report that he is receiving a lot of inquiries on the 21 Acre North Bonneville Timber Property Sale; and mentioned some individuals are going to take exception to the Earnest Money Agreement.

- Financial & Administrative Report: Finance Manager Barbara Irving mentioned she did not have Financials, nor the quarterly budget, for the meeting, as she was waiting for one more report from the Skamania County Treasurer's Office for her compilation of reports. It was agreed and decided by the Commission that due to the conflicting deadlines between the Treasurer's office and the Port, that the Financial & Administrative Report will be moved to, and reported on at, the second Port meeting of each month, rather than the first meeting of each month.

Barbara inquired about the surplus of Port office items and inquired how to set prices since no bluebook is involved. The Commission did not need to see the compiled list from Finance Manager Barbara Irving; the items need to be surplus first with a resolution.

Barbara mentioned the staff was having a budget meeting on July 22 and inquired if the Commission would like to set a Budget Workshop a few weeks after the staff meets. It was agreed upon by the Commission, and a Special Workshop for budget planning was set for Wednesday August 3, 2005 at 4:00 p.m. at the Port offices.

- Attorney's Report: None

Other Business: Commissioner Judy Teitzel inquired if The Crab Shack was current on lease payment obligations. Accounting Tech Tina Tarani informed Judy that the payment amounts agreed to be paid are not being met, however some payment towards arrears have been received each month. Current monthly rent is being paid in full.

Executive Session: None

Adjournment: The meeting adjourned at 4:57 p.m.

Port of Skamania County
Board of Commissioners
July 12, 2005

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday, July 26, 2005 at 4:00 p.m.

APPROVED BY:

Commissioner Doug McKenzie

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Tina Tarani, Accounting Tech