

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
July 24, 2007**

Call to Order: President Prosser 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 Dave Prosser, Commissioner Judy Teitzel, Commissioner Greyson Rudd, Port Attorney Ken Woodrich, Port Manager John McSherry, Accounting Tech. Tina Tarani, Port Auditor Monica Masco, Temporary Part-time Administrative Assistant Julie Mayfield, and Facilities Specialist Karl Wilkie.

Public Comment: None.

Meetings and Seminars:

- **WPPA Executive Directors Conference:** Port Manager John McSherry attended the WPPA Executive Directors/Managers Conference on July 12-13, 2007.
- **Skamania County Economic Development Council:** Port Manager John McSherry met with Peggy Bryan of the Skamania County EDC; she will be helping with the CERB (Community Economic Revitalization Board) grant and the County's .09 tax grant.
- **Department of Community Trade & Economic Development:** Port Manager John McSherry and Temporary Part-time Administrative Assistant Julie Mayfield met with CTED (Department of Community Trade & Economic Development) on the grant application for the Comprehensive Plan. CTED approved the CERB grant with two conditions: 1) The Port must hire a consultant, and 2) the Port must obtain matching funds of \$6,000.00 from the County's .09 tax.
- **Farmers Insurance Open House:** Accounting Tech Tina Tarani, Port Commissioner Judy Teitzel, and Port Auditor Monica Masco attended the Farmers Insurance Open House on July 12, 2007.
- **Department of Retirement Systems:** Accounting Tech. Tina Tarani and Port Auditor Monica Masco attended a DRS seminar on July 18, 2007.

Minute Approval: Commissioner Teitzel moved to approve the minutes of the July 10, 2007 regular scheduled meeting. Commissioner Prosser stepped down and seconded. The motion carried.

Voucher Approvals: Commissioner Teitzel moved to approve General Fund Vouchers Numbered 10493 through 10522 in the amount of \$37,120.65 dated July 24, 2007. Commissioner Rudd seconded. The motion carried.

Administrative Approvals:

- **East Point Kiteboarding Blow Out:** Port Manager John McSherry informed the Commission that the Port was approached by Columbia Gorge Kiteboarding Association to hold a kiteboarding blowout at East Point on August 11, 2007. John stated a use permit would be required including the \$50.00 use fee and insurance. The Commission had no objections for this event to be held at East Point.
- **Memorial Bench:** Port Manager John McSherry stated the Port was approached by Susan James who requested placing a memorial bench near the Port's Pebble Beach. John informed the Commission he would like the same bench used through the city as a standard for the Port. The Commission had no objections to this request.

Staff Reports:

- **Financial/Budget Report:** Presented by Port Auditor Monica Masco.

June 2007 Financial/Budget Report Summary:

June 30, 2007 Cash Balance is \$1,368,410.51.

Total revenue for June was \$66,161.93 and expenditures were \$31,835.80: Net excess of revenue over expenditures in the amount of \$34,326.13; year to date net is \$117,890.66.

Non-Operating Revenues:

The Port received \$9,067.54 in CD interest, year-to-date CD and money market investment income is \$33,207.44.

Debt Redemption - Principal:

Year-to-date \$69,086.38. Remaining for the year \$11,229.60; CTED and WIB.

Debt Redemption - Interest:

Year-to-date \$49,184.37. Remaining for the year \$7,180.27; CTED, WIB, and First Independent loan.

Old Business:

- **CERB Grant:** John will be working to contract with a consultant and getting matching funds from the County's .09 tax. The Port's Comprehensive Plan will include an inventory of all developable industrial land in Skamania County, which will require working closely with the County on this project.

Commissioner Prosser stated he would like to see the Port, County, and the cities meet and work together on their Comprehensive Plans, as all are related and interconnected. John stated when the Port hires the consultant for the Comprehensive Plan, then the consultant will work on putting together a stakeholders meeting, which will include the County and the cities.

It was noted that the City of North Bonneville has a City Council meeting scheduled for Thursday July 26, 2007 to consider updates to their Comprehensive Plan.

New Business:

- **Signs on Port Property:** John informed the Commission it has been noticed that there are political signs on Port leased property in North Bonneville, WA. It was decided that the Port lease with this tenant needs to be reviewed first to clarify if anything about posting signs on Port leased property is mentioned and/or stipulated. Port Attorney cited RCW 42.17.130 regarding signs.
- **Boat Launch Docks:** Commissioner Teitzel stated she received a call about people jumping off the Port's Cascade Avenue Boat Launch Docks. The possibility of the Port installing a swim platform in the area of Pebble Beach was discussed; no decisions were made.
- **Teo Park:** John stated he applied for a grant from the City of Stevenson's Hotel/Motel funds to hire a professional to redesign Teo Park.
- **2008 Budget:** It was stated a Strategy meeting should be set up for the 2008 Budget.

Executive Session: Commissioner Prosser called for an Executive Session at 5:25 p.m. for approximately ten (10) minutes ending at 5:35 p.m. under RCW 42.30.110 (h).

The Commission came out of Executive Session at 5:35 p.m. with no decision being made. The Commission instructed staff to proceed with matters discussed.

Adjournment: The Chairperson adjourned the meeting at 5:36 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be, Tuesday August 14, 2007 at 4:00 p.m.

APPROVED BY:

Commissioner Dave Prosser, President

Commissioner Judy Teitzel, Vice-President

Commissioner Greyson Rudd, Secretary

ATTEST:

Tina Tarani, Accounting Tech.