

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
April 11, 2006**

Call to Order: President McKenzie called the meeting to order at 4:00 p.m. with public comment open until 4:30 p.m.

Attendance: In attendance from the Port were Commissioner Doug McKenzie, Commissioner Judy Teitzel, Commissioner Dave Prosser, Port Attorney Ken Woodrich, Business Development Manager John McSherry, Facilities & Operations Manager Keith Chamberlain, Finance Manager Barbara Irving, and Accounting Tech. Tina Tarani.

Public Comment: Glenn Strutz of Galaxy Manufacturing (a Port Tenant, Tichenor Suite #85) was in attendance due to the recent Tichenor remodel and was interested to know if, or how, the remodel will affect **Galaxy Manufacturing**.

Glenn stated he is very happy leasing here at the Port Tichenor Building, as well as the waterfront area, but that he needs more space for his business. He would like the Port to keep him in mind down the road if space opportunity should open up with the Port for **Galaxy Manufacturing's** needed growth and expansion.

Glenn is currently leasing 3,000 square feet in **Carson, WA**, and this lease will be up soon; moving that business down to the waterfront would be something he would be interested in. He also mentioned the equipment he has stored that he cannot use at this time because he does not have the room in his current Tichenor Suite #85.

He is also interested in leasing the two office spaces in Tichenor Suite #105 if those are available.

Glenn informed the Commission that **Galaxy Manufacturing** has the potential to grow but space is weak for him right now with his current lease space. He cannot use an upstairs suite due to the amount of, and heaviness of, the materials he has delivered; and we would not like to move out to **North Bonneville, WA**. He would really like to stay here at the waterfront.

The Commission asked Glenn how much space he needed. He replied all of Tichenor Suite #105 by September or December of this year; although immediately, the two offices in Tichenor Suite #105 would help a great deal for space, if they become available.

The Commission informed Glenn that Tichenor Suite #105 is currently committed to others, that **Molded Fiber Glass Companies N/W** was moving into Tichenor Suite #105 from Tichenor Suite #65; and that Tichenor Suite #65 was committed already to an incoming tenant.

Glenn asked of the Commission why he was not a priority in the remodel and suite swaps currently taking place at the Port Tichenor building. He also stated that he lost his upholstery shop due to the machine being taken out because of the Port's plans to expand the floor out over Tichenor Suite #85, which is now not going to happen.

The Commission replied they were not aware of his need for more space until commitments were already made to other tenants; but that they would keep in mind his need for more space. Business Development Manager John McSherry will inquire of MFG regarding the two office spaces in Tichenor Suite #105.

The Commission thanked Glen for his input regarding his concerns and need for space.

Glenn Strutz left the meeting at 4:20 p.m.

Meetings and Seminars: Commissioner Dave Prosser attended the following meetings:

1. **Molder Fiber Glass Companies/NW's** president and staff. It was made known by MFG there would be a 50% reduction in 2007 for MFG's business, and they were no longer interested in moving to a new building in **North Bonneville, WA**, as previously discussed by both parties.
2. Incoming Port tenant **Slingshot** stated that they would like the remodel completed for them to move in Tichenor Suite #45; or they would like to go back to Plan A as the original signed lease states.

Minute Approval: Commissioner Judy Teitzel made a motion to approve the minutes of the March 14, 2006 regular scheduled meeting. Commissioner Doug McKenzie stepped down and seconded the motion. The motion passed.

Commissioner Dave Prosser made a motion to approve the minutes of the March 28, 2006 regular scheduled meeting. Commissioner Doug McKenzie stepped down and seconded the motion. The motion passed.

Vouchers: Commissioner Dave Prosser made a motion to approve General Fund Vouchers Numbered 16667 through 16689 in the amount of \$10,490.03 dated April 11, 2006. Commissioner Judy Teitzel seconded the motion. The motion passed. Commissioner Doug McKenzie abstaining, due to not having reviewed the vouchers.

Commissioner Dave Prosser made a motion to approve Pre-Issued General Fund Vouchers Numbered 16656 through 16656 in the amount of \$69.95 dated March 31, 2006. Commissioner Judy Teitzel seconded the motion. The motion passed.

Commissioner Dave Prosser made a motion to approve Pre-Issued General Fund Vouchers Numbered 16657 through 16666 in the amount of \$7,868.43 dated April 5, 2006. Commissioner Judy Teitzel seconded the motion. The motion passed.

Administrative Approvals: None.

Staff Reports:

Financial & Administrative Report: None.

Facilities & Operations Report: None.

Business & Projects Report: See Tichenor Remodel below.

Attorney's Report: None.

Other Business:

Schedule Workshop: A **Personnel** workshop was scheduled for Tuesday April 18, 2006 at 1:00 p.m. at the Port offices.

A workshop for the **Comprehensive Plan/Capital Projects** will be discussed and scheduled at a later date.

Tichenor Remodel: Business Development Manager John McSherry stated the spray on foam company doing the sound insulation in Tichenor Suite #105, will be doing that work Wednesday morning, April 12, 2006.

John presented an update and passed out plans on the Ticehnor remodel. A brief discussion took place on the **Slingshot** project, Tichenor Suite #65.

--Motion--Commissioner Teitzel made a motion to go ahead with the **Slingshot** project, as presented. Commissioner Prosser seconded the motion. The motion passed.

A brief discussion took place on the floor expansion to extend Tichenor Suite #70 out over Tichenor Suite #65; whether to do this project now before **Slingshot** moves in, or after. It was noted the funds from the **County .08 Tax Grant** and the **WIB Loan** are available to the Port in 2006.

--Motion--Commissioner Prosser made a motion to do the upstairs floor Tichenor Suite #70 under **Small Works Roster**, with possibility of framing of opening for future stairs for downstairs between Tichenor Suite #70 and #65. Commissioner Teitzel seconded the motion. The motion passed.

Executive Session: Commissioner Doug McKenzie called for an Executive Session at 4:50 p.m. for approximately five (5) minutes ending at 4:55 p.m. under RCW 42.30.110 (c).

The Commission came out of Executive Session at 4:55 p.m. with no decision being made.

The Commission granted authority to Port staff to negotiate with Port tenant **The Crab Shack** on the current lease negotiations.

A brief discussion took place on docking security regarding “designated public access” and whether having a plan in place was a responsibility of the Port or the boats that docked at the Port’s **Stevenson Waterfront** dock.

Staff is to look into this further.

It will be discussed in the next Port meeting when the **Boat Launch** docks should go back in the water this year.

Adjournment: The Chairperson adjourned the meeting at 5:05 p.m.

Next Meeting: A Workshop is scheduled for Tuesday April 18, 2006 at 1:00 p.m. at the Port offices. The next regularly scheduled meeting of the Board of Port Commissioners will be, Tuesday April 25, 2006 at 4:00 p.m.

APPROVED BY:

Commissioner Doug McKenzie

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Tina Tarani, Accounting Tech.