

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting
July 28, 2009, 3:00 pm**

Call to Order: President Bolstad called the meeting to order at 3:00 pm. Public comment was opened at 3:00 pm.

Attendance: In attendance from the Port were Commissioner Tony Bolstad, Commissioner WD Truitt, Commissioner Teitzel, Manager John McSherry, Auditor Monica Masco, Facilities Specialist Karl Wilkie, Attorney Ken Woodrich, and Administrative Assistant Julie Mayfield.

Public Comment: None. Public comment was closed at 3:30 pm.

Meetings and Seminars:

John reported that at the Whistling Ridge Pre-hearing Intervener Conference earlier today, July 28, the Port was accepted as an Intervener.

Minutes Approval:

---MOTION--- Commissioner Truitt moved to approve the July 14, 2009 Regular Meeting Minutes. Commissioner Teitzel seconded; the motion carried.

Vouchers Approval:

---MOTION--- Commissioner Truitt moved to approve the Pre-issued General Fund Vouchers numbered 12049 through 12056 in the amount of \$5,827.81, dated July 22, 2009. Commissioner Teitzel seconded; the motion carried.

---MOTION--- Commissioner Teitzel moved to approve the General Fund Vouchers numbered 12057 through 12082 in the amount of \$29,711.54, dated July 28, 2009. Commissioner Truitt seconded; the motion carried.

Administrative Approvals:

---MOTION--- Commissioner Teitzel moved to ratify the Lease Agreement with Woodrich & Archer LLP for 5 years in successive one-year terms, beginning July 1, 2009. First 12 months of occupancy with lease rate at \$1,034.03 plus leasehold tax. For the second, third, fourth, and fifth 12-month periods rent shall be increased (or unchanged in the event of a negative change) by percentage equal to any positive annual percentage change in the Consumer Price Index (CPI) for Urban Wage Earners most recently published by the Bureau of Labor and Statistics of the US Dept of Labor. In the event of a negative CPI-U change, the Base rent shall adjust only when the CPI-U increases above the year just prior to the first year in which there was a CPI-U decrease, and then only to the extent of that change. Commissioner Truitt seconded; the motion carried.

---MOTION--- Commissioner Teitzel moved to ratify the MFG Lease Amendment dated February 18, 2009, which consisted of the period of January 1, 2009 through March 31, 2009, and during any month-to-month holding-over period thereafter, rent shall be at the rate of \$10,045.77 per month, together with any and all leasehold tax thereon due the State of Washington, currently at the rate of 12.84%. Commissioner Truitt seconded; the motion carried.

---MOTION--- Commissioner Teitzel moved to ratify the MFG Letter of Termination (copy attached hereto), dated January 23, 2009, and signed February 18, 2009, for Suite 105 of the Tichenor Building. Commissioner Truitt seconded; the motion carried.

---MOTION--- Commissioner Teitzel moved to ratify the MFG Letter of Termination (copy attached hereto), dated July 15, 2009, for the Stevenson Industrial Building. Commissioner Truitt seconded; the motion carried.

Staff Reports:

- **Auditor's Report:**

June 30, 2009 Cash Balance is \$1,622,917.35.

Total revenue for June was \$412,942.77 and expenditures were \$48,751.01: Netting excess of revenue over expenditures in the amount of \$364,191.76; year to date net revenue over expenditures is \$178,107.50.

Commissioner Bolstad noted more funds in the “tenant deposits” money market as opposed to the “tenant deposits” investment CDs. Monica will find out why and report back.

Monica presented a half-year review of the 2009 budget.

- **Unfinished Business:**

1. *Tenants Update:*

MFG—all leases have been terminated and finalized. The Port has appreciated MFG’s tenure as a consistent and long-standing tenant.

Cruise Ships—they are still not current.

Discovery II—Crestline is working to achieve an October 1, 2009 finish date (for the shell of the building). The Port, Crestline, and DSP Architecture are holding project update meetings every other Monday at 3:00 pm. Commissioner Bolstad offered to attend these meetings with John if needed.

2. *Wind River Nursery Business Park (WRBP)*: John has not sent out a letter in response to the County's RFQ for management of WRBP. He has, however, discussed the matter with County Commissioner Paul Pearce. John will send an email or letter to Scott Pineo of Skamania County by Thursday.
3. *Wavebreak Update*: Ken will provide a copy of Enduris's forensic report to Ferguson's attorney.
4. *Port District Boundary*: No update; John and Ken will jointly call Eric Johnson of WPPA.
5. *Paving Project*: The County's sub-base contractor had internal delays. The sub-base contractor will begin work tomorrow. John has been communicating with Insitu and other tenants as he gets updates. The parking areas will be closed tomorrow through the weekend. It was suggested to ask the Chamber to email information out about the closed parking area to their email list.

New Business:

- **Review of Port's Core Mission with Regard to Supporting Tourism at the Waterfront**: We are seeing unprecedented use of the Waterfront for recreation. This is taking a lot of Port resources for maintenance, supplies, and labor. It was concluded that the economic benefits of this use are very worthwhile to the City of Stevenson and economy of Skamania County. Therefore, the Port should continue to support it. The Port will check with other Ports, such as Cascade Locks and Hood River, to see how they handle these expenses associated with tourism and recreational users. The Port will also review the fee structure of our park use permit and may make providing portable restrooms mandatory for groups over a certain size. Perhaps a cleanup deposit could be held, in addition to the use fee.
- **Brian Baird Port Tour**: August 12, 2009, 2:15. John will take him on a short tour of Port facilities on the Stevenson Waterfront. Time is limited. Commissioner Bolstad will accompany John on this tour unless it is decided to make this a special meeting open to all Commissioners.

John will also meet this Thursday, July 30, with representatives from Brian Baird, Maria Cantwell, and Patty Murray's offices at the EDC for a Legislative Roundtable.

Executive Session: Commissioner Bolstad called for an Executive Session at 4:55 pm to 5:10 pm for 15 minutes, from 5:10 to 5:25 pm for 15 minutes, and again from 5:25 pm to 5:40 pm for 15 minutes, per RCW 42.30.110 (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public.

No decisions were made.

There was additional discussion on the Cascades Business Park.

Mid-Columbia Economic Development District (MCEDD), based in The Dalles, Oregon, is looking for a Washington port representative for their Board. The position is currently filled by Port of Klickitat Commissioner Rodger Ford. Both Commissioners Bolstad and Truitt are interested in representing the Port on this board. John will obtain additional information and report at the next meeting.

The Gorge Commission has requested that Washington ports in the Gorge present monthly reports to them. It was decided not to participate.

The Red Cross would like to stage a trailer capable of responding to emergency events such as volcanoes, landslides, fires, etc. in Skamania County. John expressed the importance of having such a trailer in Skamania County. John prefers it not be placed at the Waterfront, but will allow it here, possibly behind the Port Shop temporarily until a better site can be found; hopefully County Emergency Medical Services (EMS) has a site.

The Sheriff's office is having a meeting to develop a Hazards Mitigation Plan. They want a rep from the Port; Commissioner Bolstad offered to help. There is a meeting at 1:00 pm on Thursday, July 30.

Adjournment: The Chairperson adjourned the meeting at 6:05 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is Tuesday August 11, 2009, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

Commissioner Tony Bolstad, President

Commissioner WD Truitt, Vice-President

Commissioner Judy Teitzel, Secretary

ATTEST:

Julie Mayfield, Administrative Assistant