

**Port of Skamania County
Board of Commissioners
First Monthly Meeting
August 14, 2001**

Attendance: Commissioner Judy Teitzel, Commissioner Matt Masco, Commissioner Brian Adams, Port Attorney Ken Woodrich, Project Manager John McSherry, Administrative Assistant Deana Midland. Public in attendance were Loren Long from Marvin Cole, Cheri Calhoon from 2KG Construction, and representatives of Grady, Harper, and Carlson Inc., Betz Construction, and Team Construction.

Call to Order: Commissioner Judy Teitzel called the meeting to order at 4:05 pm.

Re-Bid Proposals received for the Lewis & Clark Business Park Phase I Building construction were opened by Commissioner Masco and read aloud by Commissioner Teitzel. The results were recorded, a copy is attached.

Representatives of the Re-Bid Proposers in attendance were thanked for their responses and attendance as they excused themselves from the meeting.

The representative of Grady, Harper and Carlson returned to the meeting and asked if the Port was going to accept the Re-Bid Proposal from Team Construction. He commented it was received after the advertised August 14, 2001, 4:00 p.m. submission deadline. Anita checked the time recorded on each Re-Bid Proposal received and found the Team Construction proposal was dated received August 14, 2001, at 4:02. All other proposals were noted as received prior to the 4:00 p.m. deadline. Waviness of this informality was discussed. The Grady, Harper and Carlson representative excused himself from the meeting and asked to be notified of the Port's decision in this matter.

Approval of Minutes: Commissioner Matt Masco made a motion to approve the minutes of the July 24, 2001 as read. Commissioner Judy Teitzel stepped down and seconded the motion. The motion passed.

Staff Reports: Deana reported she has been working with John and Jan on preparing grant reimbursements and they attended a Federal Grant Management class last month.

John handed out to the Commissioners for their information an information sheet he prepared on the Carson Industrial building for Anita to send to a prospective tenant. John discussed how similar products could be prepared for all our

Port Meeting
August 14, 2001
Page 2

facilities, and used in a variety of ways including for advertising and on our web site.

John has been working to update our web site, including adding links such as to the Skamania County Chamber web site.

John also attended the Federal Grant Management course in Vancouver last month.

John gave an update on the Parcel 2 project. The Master Site Plan completed by TranSystems has been submitted to the City of North Bonneville for their approval.

The Board of Commissioners further discussed the late Re-Bid Proposal response. Commissioner Judy Teitzel stepped down and made a motion any bids turned in after 4:00 pm would not be accepted. Commissioner Matt Masco seconded the motion. The motion passed with Commissioner Adams abstaining from the vote. Anita will notify both Team Construction, and Grady, Harper and Carlson, of this decision.

Anita and John gave an update on the Fiber Optic project for the Commissioners. The State of Washington Department of Information Services has issued an RFP to provide fiber cabling to various school districts around the state. The Port has been approached by one of the potential respondents about the possibility of working together to provide a fiber line from the NoaNet Point of Presence (POP) in Stevenson, at the PUD Substation, to the Stevenson-Carson High School. John and Anita will continue to explore this opportunity.

John has attended several fiber optic meetings, and John and Anita have met with potential partners in the next step of the Fiber Project, which is bringing a fiber line from the Stevenson POP to the Tichenor Building.

The Port was approached by the City of Stevenson regarding the opportunity to put an empty conduit (to accommodate future fiber optic cabling) in with their water line when the ditch is open next spring. This water line is an extension from their tank above Loop Road to Skamania Lodge. The City water tank is near the Stevenson NoaNet POP and a conduit in this ditch would provide the opportunity in the future for services via fiber optic cable to reach current and new businesses on the west side of Stevenson. Skamania Lodge has provided

Port Meeting
August 14, 2001
Page 3

the Port with a Letter of Interest as a potential customer of such services when they become available.

Vouchers: Commissioner Brian Adams made a motion to approve General Fund Vouchers Numbered 12815 through 12848 in the amount of \$17,571.63. Commissioner Matt Masco seconded the motion. The motion passed.

Commissioner Brian Adams made a motion to approve Pre Approved General Fund Vouchers Numbered 12810 through 12814 in the amount of \$3,033.21. Commissioner Matt Masco seconded the motion. The motion passed.

Commissioner Brian Adams made a motion to approve Capital Development Fund Vouchers Numbered 20017 through 20019 in the amount of \$41,897.39. Commissioner Matt Masco seconded the motion. The motion passed.

Commissioner Brian Adams made a motion to approve Wind River Nursery Fund Vouchers Numbered 30027 through 30029 in the amount of \$1,396.82. Commissioner Matt Masco seconded the motion. The motion passed.

Treasurers Report: Acting Auditor Jan Fancher will present a financial report for the month of July at the next Port meeting as the July monthly financial report from the County Treasurers Office is not available yet. Jan reported substantial progress has been made towards bringing current the Port grant reimbursement requests. Jan and Anita discussed a Cash Flow Projection Chart which Jan has prepared to help herself and everyone visualize the flow of cash over the next two months, and assure the best use of our invested funds as we begin construction of the Lewis & Clark Business Park Phase I Building and bring to a closure all of our other 2001 projects. Jan reported she has also completed a first draft of a report format for the Capital Development Fund activities. She and Anita will continue to work to develop a format that reports the data in the most beneficial manner.

Executive Directors Report: Anita reported the final contract signature page for the CERB Grant and Loan for the construction of the Lewis & Clark Business Park Phase I Building was signed and returned to CERB.

Anita reported that because all of the bid responses received and opened on July 24th for the construction of the Lewis & Clark Phase I Building exceeded our available funds by more than five percent they could not be considered. She met with project architect Doug Nichols to discuss any options for reducing the

Port Meeting
August 14, 2001
Page 4

construction cost and issued a Call for Re-Bid Proposals. All respondents were notified by a faxed and by mail that all

bids were rejected as they exceeded available funds. The Call for Re-Bid was advertised and all respondents were faxed a copy of the advertisement. A total of eighteen possible reductions to the Scope of Work were prepared by Doug Nichols of Otak and issued by Otak as an Addendum 3 to the Scope of Work.

Anita reported she explored the options for funding the expected financial gap in construction cost.

Anita also discussed this situation with tenant Greg Arnold of LIfetek, including the impact on the rental rate as a result of the higher cost of construction. Anita and Greg also discussed the issues and options related to the delayed construction completion date included in the bid responses and that will occur as a result of the need to re-bid.

As a result of the Re-Bid opening today, the responses will be evaluated taking into consideration the eighteen potential deletions to the Scope of Work. Following evaluation, the issues related to a decision on each possible deletion item, the financial gap, and the completion date, etc., will be researched with the goal of issuing a Notice of Award by Friday of this week.

Anita reported SSIndustries has leased the vacant manufacturing space in the Tichenor Building for two weeks to demonstrate a new piece of machinery they are marketing. SSIndustries, currently operating in Skamania, is looking for a larger space and has expressed interest in the Tichenor Building beginning in January. Another business has also expressed interest in the Tichenor Building space.

Names for the Phase I Building in the Lewis & Clark Business Park were suggested by Judy and others. Discovery, Columbia, Exploration, were among those suggested.

Anita reported she had a second meeting with Ron Delano of Wind River Mines regarding their desire to reduce their rental rate in exchange for a 90 day termination clause. Wind River Mines is no longer crushing ore and their need for the facility has changed. Anita will continue to work with Ron.

Port Meeting
August 14, 2001
Page 5

The Sternwheeler Columbia Gorge will change their docking schedule at Stevenson Landing to Saturdays only according to new Manager Chuck Daughtry. Changes in the Sternwheeler operations are necessary to keep the ship operating. New opportunities and partnerships were discussed by Chuck and Anita. Anita facilitated a meeting with Chuck and Ken Daugherty, Manager of Skamania Lodge on this same subject.

Executive Session: The Board of Commissioners announced an Executive Session of approximately ten minutes to discuss a potential lease litigation issue. The Commissioners adjourned into an Executive Session at 6:15 p.m. and returned at 6:20 p.m. with no decisions being made.

Next Meeting: The next meeting of the Board of Commissioners will be held on Tuesday, August 28, at 4:00 p.m.

Adjournment: The meeting was adjourned at 6:20 p.m.

Commissioner Matt Masco

Commissioner Judy Teitzel

Commissioner Brian Adams

ATTEST:

Administrative Assistant, Deana Midland