

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting
April 23, 2013, 3:00 pm**

Call to Order: Commissioner Truitt called the meeting to order at 3:00 pm.

Attendance: Commissioners WD Truitt, Kevin Waters, and Tony Bolstad, Executive Director John McSherry, Finance Manager Randy Payne (till 3:56 pm), Attorney Ken Woodrich, Auditor Monica Masco (till 3:56 pm), Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie (ar. 3:40 pm).

Public Comment: None.

Meetings and Seminars:

Randy attended the Southwest Finance Officers meeting at the Port of Ilwaco.

Minutes Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **April 9, 2013 Regular Meeting Minutes**. Commissioner Truitt stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve the **April 2, 2013 Special Meeting Minutes (Wind River Business Park)**. Commissioner Bolstad seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve the **April 17, 2013 Special Meeting Minutes (Bridge of the Gods)**. Commissioner Truitt stepped down and seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 14867 through 14893 in the amount of \$48,115.80 dated April 23, 2013**. Commissioner Waters seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Waters moved to **Ratify the Art of Action Lease for a portion of the Discovery Building, with graduated lease rates of \$400 to \$450, to \$550 and to \$650, plus Washington Leasehold Tax, from April 2013 through April 2016**. Commissioner Bolstad seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to **adopt Resolution 10-2013 Accepting Revisions to the Comprehensive Scheme of Harbor Improvements.** Commissioner Bolstad seconded; the motion carried.*

Staff Reports:

Auditor's Report: presented by Monica Masco

March 31, 2013 Cash Balance was \$1,404,699.28.

Total revenue for March was \$96,495.09 and expenditures were \$54,639.43:
Netting excess revenue over expenditures in the amount of \$41,855.66; year to date revenue is over expenditures by \$13,544.25.

First quarter total revenues are 8% of budget and expenditures are 7.1%.

Other note: Without project revenue (grants and loans) the revenue is 17% of budget at March's month end ~ \$224,598 actual vs. \$1,299,264 budget. Without project expenses the expenses are 28% of budget ~ \$277,142 vs. \$1,005,963.

Unfinished Business/Director's Report: Presented by John McSherry

- 1 *Tenants update:* Doug is building a partition wall in the Discovery Building to accommodate **Art of Action's** lease space. There was discussion about ownership of the benches and t-box markers at Beacon Rock Golf Course (**BRGC**); John is working out a solution to ownership of these items.
- 2 *Wavebreak:* no update; John will report at next meeting and the Commission can decide to keep it on the agenda or not.
- 3 *Old Saloon:* John continues to work with interested parties in order of precedence; he has discussed the property with a few new interested parties.
- 4 *Wind River Business Park (WRBP):* We are completing our Executive Order 0505 review with the Washington State Department of Archaeology and Historic Preservation (DAHP). We sent notification to the tribes with the archaeologist's report for the **test water well** drilling and wastewater treatment system installation projects. The drilling contractor, M-K Drilling, has submitted the Intent to Drill a Well to the Department of Ecology (DOE). John met with the Field Office Director, Iloba Odum, of DOE's Vancouver field office at the Port office last week—the Director was conducting a public outreach.
- 5 *Cascades Business Park:* The contractor Crestline has remobilized to the site. They are installing a french drain system along the northeast edge of Coyote Ridge to address drainage of subsurface water that could impact the stability of the road base. The Port contracted with Gail Collins to provide site inspection. John has been in contact with the Corps of Engineers for working on the right-of-way. John presented a schedule for the completion of the remaining work.
- 6 *Stevenson Waterfront Enhancement:* John is updating our cost estimates for this project. He is also working on obtaining a stockpile of Hamilton Creek river rock

from the buyer of Skamania County's industrial property on Evergreen Drive in North Bonneville; his thought is to move the rocks and stockpile them on waterfront area near 126 SW Cascade Avenue ("little brown house") or on the Cascades Business Park site. Our JARPA expires in 2017.

New Business: None.

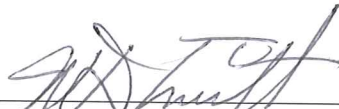
Executive Session: Commissioner Truitt called for an Executive Session from 4:15 pm to 4:25 pm for 10 minutes and from 4:25 pm to 4:35 pm for 10 minutes, per RCW 42.30.110 (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration 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, and (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

No decisions were made. The Commission directed John to continue negotiations.

Adjournment: The Chairperson adjourned the meeting at 4:37 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is May 14, 2013, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:



Commissioner WD Truitt, President (District 2)

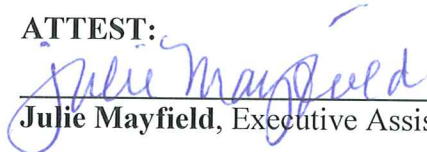


Commissioner Tony Bolstad, Vice-President (District 1)



Commissioner Kevin Waters, Secretary (District 3)

ATTEST:



Julie Mayfield, Executive Assistant