

**Port of Skamania County
Minutes of the Board Commissioners
November 12, 2019
Special Meeting, 12:00pm**

Cindy Bradley announced the beginning of the meeting at 12:03 p.m.

In attendance: Commissioners: Todd Kingston, Gail Collins, Ray Broughton, Executive Director Pat Albaugh, Facilities Manager Doug Bill, Finance Manager Cindy Bradley, Wanda Scharfe Minute Taker

Guests: Kevin Waters

Pat Albaugh addressed the group with the purpose of the meeting as tool to align the direction desired by the Commission and as a format to set priority projects and select what direction the Port Commission would like to see the Port move toward over the next five to ten years.

The commission bullet points were outlined Financial, Team, Processes, Customers, Properties.

Commissioner Collins pointed out that the Port is on the verge of wrapping up several large projects that have been a heavy consumer of staff and financial resources so now is a good time to review and set goals for the next several years.

Discussion was held regarding the current “in process” projects. Pat Albaugh reminded the Commission that we will no longer be Property Managers for the Wind River Business Park as of January 1, 2020.

Stevenson – Tichenor Property – Small Businesses in the Tichenor provides a consistent revenue for the building. It does fall in line with the Port’s mission statement of fostering economic & job growth as well. Most of the leases are on a month to month basis. Presently we have not had interest in that space from any large industries. The five-year focus is to maintain the current lease practice.

The Five to Ten-year financial focus is to continue to stay the course toward financial stability through conservative actions.

The Team goals were discussed, staffing considerations included potential of adding additional staff.

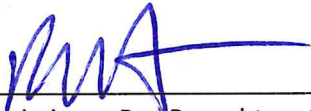
Operations goals discussion also lead into Customer care which included waterfront irrigation, potential on-call staffing, or weekend staff, considering a property broker to fill vacant property.

Commissioners discussed future projects with the primary focus to be the Cascades Business Park in North Bonneville.

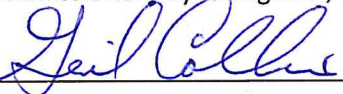
Property maintenance was discussed.

Adjourn: Commissioner Collins adjourned the planning session at 3:52 p.m.

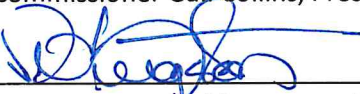
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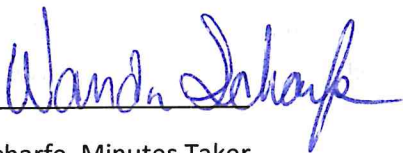
Commissioner Ray Broughton, Secretary (District 1)



Commissioner Gail Collins, President (District 2)



Commissioner Todd Kingston, (District 3)

ATTEST: 
Wanda Scharfe, Minutes Taker