

Port of Skamania County Resolution No. 15-2020

A RESOLUTION of the Port of Skamania County authorizing electronic and digital signatures

WHEREAS, in RCW Ch. 19.360 the legislature has authorized the use of electronic signatures by Washington agencies; and

WHEREAS, in March 2020, through Engrossed Substitute Senate Bill 6028 ("ESSB 6028"), the Washington State Legislature repealed Chapter 19.360 RCW and adopted the Uniform Electronic Transactions Act, which is intended to facilitate use of electronic transactions consistent with other applicable law, and to bring consistency to reasonable practices concerning electronic transactions and with the continued expansion of those practices; and

WHEREAS, ESSB 6028 took effect on June 1, 2020; and

WHEREAS, ESSB 6028 defines an "electronic signature" as "an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record"; and

WHEREAS, ESSB 6028 defines an "electronic record" as "a record created, generated, sent, communicated, received, or stored by electronic means"; and

WHEREAS, ESSB 6028 provides that "[a] record or signature may not be denied legal effect or enforceability solely because it is in electronic form; a contract may not be denied legal effect or enforceability solely because an electronic record was used in its formation; if a law requires a record to be in writing, an electronic record satisfies the law; and if a law requires a signature, an electronic signature satisfies the law"; and

WHEREAS, the method and process for electronic submissions and the use of electronic signatures must be established by ordinance, resolution, policy, or rule; and

WHEREAS, to promote social distancing during the COVID-19 pandemic, and to increase the effectiveness and efficiency of the Port of Skamania County's business processes, the Port desires to leverage technology solutions which are in compliance with the Uniform Electronic Transactions Act to apply authenticated electronic signatures to legally enforceable electronic records as allowed by ESSB 6028.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1 . The foregoing recitals are incorporated and fully made a part of this Resolution.

Section 2. The Board of Commissioners finds it to be in the public interest to allow the use of electronic records and electronic signatures for Port business to the fullest extent allowed by law.

Section 3. The Board of Commissioners hereby adopts the Electronic and Digital Signature Policy attached hereto as Exhibit "A".

Section 4. This resolution and policy shall take effect immediately

PASSED by the Council of the Port of Skamania County on the 12th day of December, 2020.

Port of Skamania County



Executive Director
Pat Albaugh

ATTEST:


Finance Director/Port Clerk

APPROVED AS TO FORM:

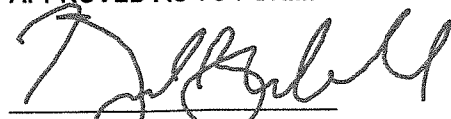

Port Attorney

EXHIBIT A

Port of Skamania County Electronic Signatures Policy

TITLE: Electronic and Digital Signature Policy

EFFECTIVE DATE: Dec 15, 2020

APPROVED BY: Port Commission per Resolution 15-2020

ATTORNEY REVIEW: Completed by Kenneth B. Woodrich of Kenneth B Woodrich PC _____, 2020

State law has codified the authority to execute documents remotely. Streamlining processes that require wet signatures and replacing them with electronic signatures, when practicable, is consistent with the intent of State law to promote electronic transactions and remove barriers that might prevent the use of electronic transactions by governmental entities. By transitioning to a policy of executing documents remotely, the Port will reduce its reliance on paper-based transactions and will further improve information security and sharing. Further, such transition will facilitate more efficient approval of and access to documents and reduce costs and environmental impact.

PURPOSE: The intent of this policy is to establish a policy to allow for the acceptance and submission of electronic and digital signatures.

SCOPE: All Authorized Signers for the Port of Skamania County.

REFERENCES: ESSB 6028 codified at 19.360

DEFINITIONS: Authorized Signer: The Port Commissioners, the Port Executive Director, Port General Counsel, Mayor, Mayor Pro Tem, Department Directors, and their designees, and any other Port employee or elected official who has been granted authority to sign certain records on behalf of the Port either by the nature of their position in relation to the record or by direct authorization from Port Commission or Duvall Municipal Code.

Digital Signature: One type of electronic signature that contains a digital certificate, issued by a licensed certificate authority, behind the signature and offers authentication when sending a "signed" electronic document.

Electronic Record: A record created, generated, sent, communicated, received, or stored by electronic means

Electronic Signature: An electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

Facsimile Signature: A reproduction of a hand written signature that has been saved electronically or by engraving, imprinting or stamping.

Wet Signature: A standard pen-to-paper signature.

POLICY:

1. Pursuant to Resolution 15-2020, the Port authorizes electronic transactions and the use of electronic, digital, or facsimile signatures in accordance with this Policy
2. A Port document that is required by law to be signed in non-electronic media may not be electronically or digitally signed.
3. An electronic, digital or facsimile signature is an acceptable substitute for a wet signature on records requiring the signature of any record whenever the use of a wet signature is authorized or require, except as provided herein.
4. If an electronic or digital signature is used for interstate transactions or for documents required by the US Federal government, the signature shall comply with the requirements of the Electronic Signatures in Global and Electronic Commerce Act.
5. A document signed electronically, digitally or via facsimile shall be deemed the equivalent of an original signed document if the individual or entity signing the document has complied with the provisions of this Policy.
6. This Policy in no way affects the Port's ability to conduct a transaction using a physical medium and shall not be construed as a prohibition on the use of wet signatures.

PROCEDURE:

- A. Authorization for Use of Electronic Transactions and Electronic, Digital, and Facsimile Signatures
 1. Authorized Signers are authorized to sign records using a facsimile signature or via an electronic signature platform to affix electronic or digital signatures to Port records as provided in this Policy.
 2. Authorized Signers may affix electronic, digital, or facsimile signatures to the following records: Minutes of all Port Commission meetings, retreats, and workshops, Resolutions and Ordinances adopted by the Port Commission, Accounts Payable records (including but not limited to invoices, vouchers, and expenditure approvals), and any and all Contracts and Agreements to which the Port is a party.
 3. Electronic, digital or facsimile signatures may be used on Port records requiring execution by a third party.
- B. Security of Electronic Transactions and Electronic, Digital, and Facsimile Signatures
 - a) A valid digital signature that is issued by a certificate authority provides the following protections:
 - i) Verifies the Authorized Signer is who they represent themselves to be because the person had to prove their identity to a certificate authority to obtain the digital signature.
 - ii) Confirms the signature was applied to the document and not copied from another document because the signature file is cryptographically bound to the document.
 - iii) Ensures the document was not altered after it was signed.
 - b) The private key used to create a digital signature is the personal property of the subscriber and is

exempt from public inspection and copying under Chapter 42.56 RCW.

- 2) Authorized Signers may sign Port documents digitally if such an option is available, providing the following:
 - i) The digital certificate utilized by the Authorized Signer in connection with the digital signature is obtained from a certification authority in compliance with state law;
 - ii) The digital certificate is not expired when the Authorized Signer signs the document digitally;
 - iii) The Authorized Signer does not provide information to the certification authority they know to be untrue; and
 - iv) The digital signature contains the following information:
 - (1) A hand-written representation of the Authorized Signer's signature;
 - (2) A typed representation of the Authorized Signer's name and title; and
 - (3) The date and time of the signature.
 - 3) Electronic or digital signatures cannot be applied using Authorized Signer's name. Records signed by an Authorized Signer shall use their own electronic or digital signature.
 - 4) Authorization to use or accept facsimile signatures shall be limited to instances where the authenticity of the signatures is deemed reliable and secure. In order to accept a facsimile signature in lieu of a wet signature, the authenticity of the facsimile signature must be verified by the receiving party. Such means of verification may include:
 - i) The receipt of a faxed signature from a facsimile number verified as belonging to or traceable to the party that did so sign and transmit the document.
 - ii) The receipt of an emailed signature from an email address verified as belonging to the party that did so sign and transmit the document.
 - 5) Information that is necessary to verify the authenticity of a facsimile signature should be retained and transmitted to the Port Clerk with the document. This retained information may include but it is not limited to an electronic file with metadata saved from an email to which a facsimile signature was attached or a fax coversheet verifying who sent the record.
- C. Transmission and Storage of Electronic Transactions and Signatures
1. Electronically or digitally signed electronic records shall be stored in such a way as to ensure their preservation, disposition, integrity, security, confidentiality, and auditability.
 2. Electronic records shall only be transmitted via secure services including, but not limited to, email, drop box, and cloud-based digital signature platforms.

PORT OF SKAMANIA COUNTY, WASHINGTON

RESOLUTION No. 14-2020

**A Resolution of the Board of Commissioners of the Port of Skamania County
Accepting and Approving the 2021 Budget**

Recitals

WHEREAS, the Port of Skamania County Board of Commissioners on November 17, 2020 approved a Budget for 2021, copy attached, and

WHEREAS, the Port of Skamania County Board of Commissioners has properly given notice of the budget review held on October 20, 2020 and the public hearing held on November 17, 2020 to consider the Preliminary General Fund Budget including property tax levy revenue, for the 2021 calendar year, and

WHEREAS, the Port of Skamania County Board of Commissioners after hearing and after duly considering all relevant evidence and testimony presented, has passed Resolution 13-2020, Property Tax Levy for 2021, and


NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY, that the attached and incorporated herein Budget for 2021 is accepted and approved.

PASSED THIS SESSION THIS 17th day of November 2020.

APPROVED BY:



Commissioner Ray Broughton, Vice-President (District 1)




Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST:



Pat Albaugh, Executive Director

Port of Skamania County
2021
General Fund Budget and Tax Levy

November 17, 2020

	Revenue	Expense
Marine Terminal	\$ 39,738	\$ 31,771
Capital Contributions/Expenditures	\$ 267,667	\$ 445,667
Property Lease/Rental	\$ 836,431	\$ 593,365
Nonrevenues	\$ -	\$ -
General and Administrative	\$ -	\$ 333,539
Nonexpenses	\$ -	\$ 155,204
Reserves	\$ 109,065	\$ -
Nonoperating	\$ 21,000	\$ 44,745
Property Tax Revenue	\$ 330,391	\$ -
TOTAL	\$ 1,604,291	\$ 1,604,291

Port of Skamania County
Fiscal Year 2021
General Fund Budget Summary

	2021	2020	2019	2018	2017
	Budget	Budget	Actual	Actual	Actual
Operating Revenues					
Property Revenues	828,631	789,386	951,479	788,452	810,005
Lease Revenues	654,582	637,527	771,001	661,121	699,494
Lease Expense Reimb.	90,000	70,000	81,660	55,148	46,856
Leasehold Taxes	84,048	81,858	98,818	72,183	63,655
Marine Terminal Revenues	39,738	39,738	41,725	38,153	31,566
Docking Fees	16,500	16,500	24,438	12,150	9,300
Expense Reimbursements	23,238	23,238	17,287	26,003	22,266
Other/Miscellaneous	7,800	-	121,158	322	-
Total Operating Revenues	876,168	829,123	1,114,362	826,927	841,571
Operating Expenses					
Salaries, Wages & Benefits	402,759	390,949	375,216	359,356	423,260
Administration	135,634	131,737	128,249	126,799	218,830
Maintenance	238,570	230,816	222,231	201,559	177,873
Commissioners	28,555	28,396	24,736	30,998	26,557
Property Expenses	386,566	368,794	336,719	314,386	275,427
Maintenance	75,000	75,000	60,161	88,682	49,053
Utilities	100,000	94,580	68,273	57,650	56,897
Insurance	98,517	89,823	80,203	73,241	63,036
Lease - Corp and BNSF	2,000	800	1,926	800	-
Marine Terminal	27,000	26,733	25,799	20,025	16,862
Leasehold Taxes	84,048	81,858	100,357	73,988	89,578
General Administration	169,350	175,000	156,204	148,007	136,881
Outside Services	93,000	90,000	97,306	84,357	40,340
Legal Fees	20,500	30,000	25,793	26,569	50,272
Other G & A	55,850	55,000	33,105	37,081	46,269
Equipment Purchases	3,000	3,000	4,673	8,470	639
Office / Admin	3,000	3,000	4,673	470	639
Facilities	-	-	-	8,000	-
Total Operating Expenses	961,675	937,744	872,812	830,219	836,207
Operating Income / (Loss)	(85,507)	(108,620)	241,550	(3,292)	5,364
Non-Operating Revenues					
Projects	267,667	183,000	208,415	416,764	450,555
Cascades Business Park - Coyote Ridge	267,667	-	-	-	-
Shoreline Restoration	-	-	-	-	219,767
Waterfront Enhancement	-	183,000	128,415	240,892	183,928
Wind River Water System	-	-	80,000	175,872	46,861
Property Taxes	330,391	319,288	306,376	261,103	252,726
Investment Interest	2,000	2,000	8,932	7,431	1,222
Other Taxes	19,000	19,000	31,477	23,713	19,120
Loan Proceeds	-	-	200,000	-	-
Tenant Security Deposits	-	-	-	4,685	41,985
Other Non-Op (Surplus, Health ins. reimb., Ins. claim)	-	-	974	36,239	71,183
Total Non-Operating Revenues	619,058	523,288	756,174	749,935	836,791
Non-Operating Expenses					
Projects	442,667	425,500	381,911	712,349	245,377
NB Bldg Discovery 1	-	-	-	-	237
NB Bldg Discovery 2	-	-	-	-	158
Cascades Business Park - Market Study	67,667	107,500	3,760	2,200	-
Cascades Business Park - Intergrated Planning	200,000	-	-	-	-
Cascades Business Park - Infrastructure Upgrade	160,000	135,000	-	-	-
Red Barn Door Repair	15,000	-	-	-	-
Stevenson Shoreline Restoration	-	-	16,403	385,218	31,468
Waterfront Enhancement	-	183,000	346,110	26,808	180,971
Beacon Rock Golf Course	-	-	-	-	7,021
Wind River Water System	-	-	15,638	298,123	25,523
Debt Service	172,948	-	-	-	-
Debt Service Principal	155,204	154,730	344,128	174,632	191,350
Debt Service Interest	17,745	21,890	17,325	20,011	-
Other Non-Operating Expenses	27,000	-	-	-	-
Tenant Deposits	-	-	41,703	500	10,559
Electricity	27,000	-	-	-	-

**Port of Skamania County
Operating Revenues - Property Revenues
Budget Year: 2021**

**Not COVID
Adjusted**

<u>Lease Revenues</u>		<u>2021</u>	<u>2020</u>
	<u>Stevenson Properties</u>	<u>Budget</u>	<u>Budget</u>
212 Cascade	EDC	\$ 1,200	\$ 1,200
Old Saloon	Kellogg Group	12,317	10,815
Red Barn (Rigging Loft)	Sawtooth	8,312	8,109
River Point - Industrial Building	Silver Star Cabinets	91,271	80,140
River Point - Industrial Building	LDB	134,460	131,181
		<u>\$ 225,731</u>	<u>\$ 211,321</u>
Tichenor Building - Suite 40	Skamania Acupuncture	\$ 16,931	\$ 14,866
Tichenor Building - Suite 45	Skunk Bros	23,443	22,871
Tichenor Building - Suite 50	Sawtooth	19,505	19,029
Tichenor Building - Suite 60	People for People	7,609	6,681
Tichenor Building - Suite 60c	CRG	3,000	-
Tichenor Building - Suite 65	Phloem Studio	5,298	18,608
Tichenor Building - Suite 70	Multiple	4,112	4,485
Tichenor Building - Suite 70- G	Pacific Crest Trail	2,700	-
Tichenor Building - Suite 85	Backwoods	22,922	22,363
Tichenor Building - Suite 90	Eli Lewis	892	-
Tichenor Building - Suite 90D	Walkingman	3,690	3,600
Tichenor Building - Suite 90B	Skunk Bros	900	-
Tichenor Building - Suite 105	Backwoods	22,922	22,363
Tichenor Building - Suite 110	Backwoods	16,931	16,518
Fiber Lease	WAVE		2,160
		<u>\$ 150,853</u>	<u>\$ 153,543</u>
Stevenson Property Totals		<u>\$ 398,413</u>	<u>\$ 384,988</u>
	<u>NB Properties</u>		
Beacon Rock Golf Course	BRGC	\$ 35,218	\$ 34,427
Discovery Building 1	Green Assets	72,000	72,000
Skye Building	Total Shield	15,218	14,846
Evergreen Building	Silver Star Cabinets	43,583	42,520
Discovery II - Suites A&B	Four Peaks	7,380	9,600
Discovery II - Suites A&B	SCSD - zero lease	-	-
Discovery II - Suites C, D, E & F	Slingshot	81,125	79,146
		<u>\$ 88,505</u>	<u>\$ 88,746</u>
NB Property Totals		<u>\$ 254,524</u>	<u>\$ 252,540</u>
	<u>WRBP Properties</u>		
Trout Creek Field	Wind River Biomass	\$ 1,645	
Lease Revenues		<u>\$ 654,582</u>	<u>\$ 637,527</u>

Other Property Revenues

Port of Skamania County
Operating Revenues - Marine Terminal
Year: 2021

Docking Rate: \$ 150.00 per 24 hours

Boat	Operator	TOTAL
American Empress	AQSC	33
American Pride	ACL	23
Queen of the West	ACL	22
American Song	ACL	32
Total Dockings		110
Total Docking Revenue		\$ 16,500

Other Revenues:

	<u>Water</u>	<u>Refuse</u>	
Expense Reimbursements	\$ 8,414	\$ 14,823	<u>\$ 23,238</u>
Total Marine Terminal Revenue			<u><u>\$ 39,738</u></u>

Assuming the cruise industry returns to service by summer of 2021.

Revenue is based on no change in docking fee.

Utilities reimbursements are based on 2019 actuals with adjustments due to increase in utility costs.

Port of Skamania County
Operating Expenses - Salaries, Wages & Benefits
Year: 2021

<u>Position</u>	<u>2021 Budgeted Wages and Benefits</u>	<u>2020 Budgeted Wages and Benefits</u>	<u>2019 Actual Wages and Benefits</u>
Executive Director			
Salary	\$ 99,750	\$ 96,839	\$ 92,227
Taxes	10,820	10,463	9,771
PERS	12,491	12,015	11,378
VEBA	2,328	2,328	2,328
Health Ins.	10,245	10,092	10,098
	<u>\$ 135,634</u>	<u>\$ 131,737</u>	<u>\$ 125,802</u>
Facilities Manager			
Wages	\$ 79,483	\$ 77,161	\$ 73,492
Overtime	5,117	5,064	6,890
Taxes	13,091	12,513	11,531
PERS	10,171	9,192	8,704
VEBA	2,328	2,328	2,328
Health Ins.	24,906	24,512	24,564
	<u>\$ 135,097</u>	<u>\$ 130,769</u>	<u>\$ 127,508</u>
Facilities Specialist			
Wages	\$ 57,408	\$ 54,687	\$ 52,503
Taxes	10,516	9,942	9,924
PERS	6,902	6,515	6,218
VEBA	2,328	2,328	2,328
Health Ins.	18,623	18,332	18,364
	<u>\$ 95,777</u>	<u>\$ 91,804</u>	<u>\$ 89,338</u>
Facilities Specialist-Seasonal			
Wages	\$ 6,300	\$ 6,300	\$ 6,300
Taxes	1,396	1,340	1,518
	<u>\$ 7,696</u>	<u>\$ 7,640</u>	<u>\$ 7,818</u>
Commissioners			
Wages	\$ 20,244	\$ 20,244	\$ 20,244
Taxes	2,709	2,658	2,559
Health Ins.	5,602	5,494	13,761
	<u>\$ 28,555</u>	<u>\$ 28,396</u>	<u>\$ 36,564</u>
Total	<u>\$ 402,759</u>	<u>\$ 390,346</u>	<u>\$ 387,031</u>

Benefits stay the same

Seasonal maintenance staff to help manage cruise ships and park maintenance

Commissioner's wage set by state and subject to change

Port of Skamania County
Operating Expenses - Property Expenses
Year: 2021

<u>Maintenance</u>	<u>2021 Budget</u>	<u>2020 Budget</u>	<u>2020 Estimated</u>	<u>2019 Actual</u>
Outside Services	\$ 500	\$ 500	\$ -	\$ -
Beacon Rock Golf Course	1,000	3,500	-	2,807
Discovery I	2,000	1,000	-	358
Discovery II	2,500	7,000	7,767	2,313
Evergreen Bldg	5,000	1,500	306	287
Port Office	1,000	1,000	14,062	1,742
Old Saloon Bldg	1,000	1,000	2,210	155
Red Barn	1,500		524	-
Skye Bldg	5,000	500	19	335
Stev Ind Bldg	6,500	1,500	11,532	62
Tichenor Bldg	15,000	6,500	9,645	4,080
Park Grounds	8,000	20,000	8,250	9,187
Beverly Park	200	8,000	-	7,530
Shop	2,500	500	2,767	-
Vacant Lands	200	2,500	54	5,217
Wind River Bus Park Water System	7,800	500	8,057	586
Cascades Bus Park	1,000	1,000	165	10,121
Boat Launch	1,000	3,000	4	51
Tools	1,000	2,500	106	1,568
Janitorial Supplies	4,000	2,000	3,344	2,938
Fuel	4,000	6,000	4,024	5,399
Vehicles	1,000	1,000	1,123	1,355
Uniforms	1,000	1,000	523	550
Machinery & Equipment	1,300	2,000	3,899	3,522
Equipment Rentals	1,000	1,000	397	-
	\$ 75,000	\$ 75,000	\$ 78,778	\$ 60,161

<u>Other Property Expenses</u>	<u>2021 Budget</u>	<u>2020 Budget</u>	<u>2020 Estimated</u>	<u>2019 Actual</u>
Utilities	\$ 100,000	\$ 94,580	\$ 90,000	\$ 68,273
Property Insurance	98,517	89,823	88,647	80,203
Leases (USACE & BNSF)	2,000	800	1,950	1,926
Marine Terminal	27,000	26,733	8,000	25,799
Leasehold Taxes	84,048	81,858	97,000	100,357
Total Maintenance Expenses	\$ 386,565	\$ 368,794	\$ 364,375	\$ 336,719

Maintenance expenses estimated to be steady although costs shift between small projects.

Utilities includes 10% increase in electric.

Property Insurance estimated 12% increase which has been the current trend.

Leases include US Army Corps easement in North Bonneville and BNSF property at Beacon Rock Golf Course

Marine Terminal estimated using 2019 with slight increase in utility costs.

Leasehold taxes are based on 12.84% of collected rent.

Port of Skamania County
Operating Expenses - General Administrative
Year: 2021

	2021 Budget	2020 Budget	2020 Estimated	2019 Actual
Auditing	\$ 8,000	\$ 10,000	\$ 5,138	\$ 17,316
Professional Services*	85,000	90,000	80,914	77,496
Legal Fees	20,000	20,000	19,820	22,640
Legal Fees-WRBP	500	5,000	2,106	3,023
Office Supplies	4,000	4,000	3,424	3,585
Equipment Rentals	2,000	3,000	2,143	2,204
Admin Travel	5,000	5,000	1,539	4,381
Professional Development*	4,000	3,500	555	1,685
Legal Advertising	1,200	1,200	340	1,035
Marketing Advertising	1,000	1,000	303	528
Membership/Dues*	15,000	13,000	11,542	5,852
Administrative	3,000	3,125	2,404	1,657
Marketing & Economic Dev.	100	50	-	50
Publications*	50	25	-	25
Postage	500	400	330	260
Safety Program	1,000	700	567	604
State Use Tax	10,000	10,000	6,174	9,042
Miscellaneous			50	
Telecommunications	5,000	5,000	3,271	4,822
Subtotal	<u>\$ 165,350</u>	<u>\$ 175,000</u>	<u>\$ 140,619</u>	<u>\$ 156,204</u>
Office equipment Purchases	<u>\$ 4,000</u>	<u>\$ 3,000</u>	<u>\$ 4,146</u>	<u>\$ 4,673</u>
Total	<u><u>\$ 169,350</u></u>	<u><u>\$ 178,000</u></u>	<u><u>\$ 144,766</u></u>	<u><u>\$ 160,877</u></u>

*See detail on following sheets

Port of Skamania County
Operating Expenses - General Administrative - Professional Services
Year: 2021

Details for EDC contract for administrative services

Administrative Staffing	\$ 80,493
Shared Services	3,160
	<hr/>
EDC - Port Contract	<u><u>\$ 83,653</u></u>

	<u>Total Expense</u>	<u>Port's Share</u>
<u>Administrative Staffing</u>		
EDC Cost	\$ 132,017	
61% of EDC Admin Staff		<u>\$ 80,493</u>

Shared Services Costs Split 50/50

	<u>EDC Paid</u>	<u>Port's Share</u>
Wave		
Phone and Internet	\$ 3,600	\$ 1,800
Phoenix Tech		
IT Services	\$ 9,600	\$ 4,800
EDC Total	<u>\$ 13,200</u>	<u>\$ 6,600</u>

	<u>Port Paid</u>	
Solutions Yes/US Bank Equipment		
Copier and Fees	\$ 2,200	\$ 1,100
RAV4		
Auto Lease	\$ 4,680	\$ 2,340
Port Total	<u>\$ 6,880</u>	<u>\$ 3,440</u>

Port's portion of shared expenses owed to EDC	<u><u>\$ 3,160</u></u>
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Port of Skamania County
 Operating Expenses - General Administrative - Other
 Year: 2021

		<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Budget</u>
<u>Professional Development - Admin</u>			
	<u>Date</u>		
WPPA - Spring Meeting	May 2021	\$ 1,040	\$ 1,040
WPPA - Finance Seminar	July 2021	315	315
WPPA - Directors Seminar	July 2021	320	320
WFOA - Annual Meeting	August 2021	700	700
MCEDD - Economic Symposium	September 2021	25	25
WPPA - Environmental Seminar	November 2021	315	315
Contingency			1,285
		<u>\$ 2,715</u>	<u>\$ 4,000</u>

	<u>Renewal</u> <u>Date</u>		
<u>Membership Dues</u>			
Washington Finance Officers Association	January 2021	\$ 50	\$ 50
WPPA	January 2021	1,530	1,391
Regional Transportation Council	January 2021	800	800
Skamania Chamber	March 2021	175	175
National Notary Association	June 2018	-	-
Washington Department of General Administration	June 2016	-	-
Mid Columbia Economic Council	July 2021	2,577	2,577
Economic Development Council	July 2021	6,680	6,680
Gorge Technology Alliance (GTA)	October 2021	150	150
Amazon Prime	January 2021	128	150
Network Solutions (Domain Name Registration .com)	January 2021	64	72
Network Solutions (Domain Name Registration .org)	October 2021	64	72
Network Solutions (Domain Name Registration .net)	June 2021	70	72
WEDA	June 2021	400	400
Jhammock - Web Hosting	September 2021	192	200
PNWA* and contingency			2,211
		<u>\$ 12,880</u>	<u>\$ 15,000</u>

*Pacific Northwest Waterways Association (PNWA) - Rejoin in 2021

	<u>Renewal</u> <u>Date</u>	<u>Amount</u>	
<u>Publications</u>			
Columbian	March 2016	-	Cancelled
Hood River News	March 2016	-	Cancel for 2019
Skamania Pioneer	September 2021	\$ 25	
Portland Business Journal			Cancelled 10/16
Vancouver Business Journal	April 2018	-	Cancel paid for by EDC
		<u>\$ 25</u>	

2021 Port of Skamania County

2020 Actual Property Taxes Levied

Assessed Value	Rate / \$1,000 AV*	Levy Amount
\$ 892,137,071	\$ 0.350091	\$ 312,329
State Assessment		\$ 1,763
New Construction		\$ 5,196
Total Tax Levy		\$ 319,288.22

2021 Projection at 2020 Levy

Assessed Value	Rate / \$1,000 AV*	Levy Amount
\$ 901,058,442	\$ 0.354348	\$ 319,288
State Assessment		\$ 1,763
New Construction		\$ 5,196
Total Tax Levy		\$ 326,247

2021 Projection - 1% over 2020 Levy

Assessed Value (1.0% Growth)	Rate / \$1,000 AV*	Levy Amount
\$ 901,058,442	\$ 0.357891	\$ 322,481.10
State Assessment		1,656.24
New Construction		6,253.18
Total Tax Levy		330,390.52

	Annual Amount
Example of House assessed at \$300,000	
Option 1 - Maintain 2020 Levy:	\$ 106.30
Option 2 - 1% over 2020 Levy:	\$ 107.37

Port of Skamania County
 Fiscal Year 2021
 General Fund Budget Summary - Capital Projects Detail

Revenues (Grant & Loans)	Funding Source		Total
	Grant	Loan	
Stevenson:			-
	-	-	-
	-	-	-
North Bonneville:			
.09 Funding	16,667	-	16,667
CERB - Market Study	50,000	-	50,000
Ecology - Intergrated Planning Grant	200,000		200,000
Total Project Revenues	266,667	-	266,667

Expenses	Funding		Total
	Grant	Port Cash	
Stevenson:			
Red Barn (Rigging Loft)		15,000	15,000
Replace barn door and repair wall			-
			-
			-
North Bonneville			
Cascade Business Park (CBP)			427,667
Market and Feasibility Study	67,667		67,667
Infrastructure Upgrades		160,000	160,000
Intergrated Planning Grant	200,000		200,000
			-
			-
Total Project Expenses	267,667	175,000	442,667

2021 Cash Flow	(176,000)
-----------------------	------------------

Port of Skamania County
Long-Term Debt Payment Schedule
2021

<u>Lender - Loan Description</u>	<u>Maturity Date</u>		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>5 years 2025-2029</u>	<u>remaining 2030-2030</u>	<u>Totals</u>	
EDC - Teitzel Bldg	Jun-2029	Payment	21,530	21,530	21,530	21,530	96,885	10,878	409,183	
		Beg Bal	176,278	158,184	139,726	120,897	101,689	10,364	n/a	
		Terms	Principal	18,094	18,458	18,829	19,208	91,325	10,774	339,184
		2% - 20 years	Interest	3,436	3,072	2,701	2,322	5,560	104	69,999
		End Bal	158,184	139,726	120,897	101,689	10,364	(410)	n/a	
EDC - 126 SW Cascade Ave	Jul-2025	Payment	11,909	11,909	11,909	11,909	23,823	-	190,542	
		Beg Bal	56,389	45,554	34,502	23,227	11,726	-	n/a	
		Terms	Principal	10,835	11,052	11,275	11,501	11,739	-	153,654
		2% - 20 years	Interest	1,074	856	634	407	176	-	24,980
		End Bal	45,554	34,502	23,227	11,726	(13)	-	n/a	
CERB 2001 - Discovery Bldg	Jan-2021	Payment	28,250	-	-	-	-	-	310,749	
		Beg Bal	27,696	-	-	-	-	-	n/a	
		Terms	Principal	27,696	-	-	-	-	-	276,477
		2% - 15 years	Interest	554	-	-	-	-	-	34,271
		End Bal	-	-	-	-	-	-	-	n/a
CERB 2008 - Teitzel Bldg	Jan-2030	Payment	73,757	73,080	72,403	71,727	348,483	-	1,136,800	
		Beg Bal	608,998	541,331	473,664	405,997	338,330	-	n/a	
		Terms	Principal	67,667	67,667	67,667	67,667	338,333	-	1,015,000
		1% - 20 years	Interest	6,090	5,413	4,737	4,060	10,150	-	121,800
		End Bal	541,331	473,664	405,997	338,330	(3)	-	n/a	
EDC - Coyote Ridge	Jul-2022	Payment	19,180	19,180	-	-	-	-	191,797	
		Beg Bal	37,183	18,819	-	-	-	-	-	n/a
		Terms	Principal	18,364	18,826	-	-	-	-	170,156
		2.5% - 10 years	Interest	816	354	-	-	-	-	21,641
		End Bal	18,819	(7)	-	-	-	-	-	n/a
Toyota Auto Lease	Aug-2022	Payment	4,680	3,120					12,481	
		Beg Bal	7,801	3,121					n/a	
		Term	Principal	4,680	3,120					16,940
		3 year lease	Interest							-
		End Bal	3,121	1						n/a
EDC - Line of Credit	Sep-2037	Payment	13,643	13,643	13,643	8,374	68,216	134,002	267,438	
		Beg Bal	196,115	188,248	180,141	171,788	166,519	119,393	n/a	
		Terms	Principal	7,867	8,106.61	8,353	5,269	47,126	116,054	201,662
		3% - 20 years	Interest	5,776	5,536.55	5,290	5,717	21,090	17,947	68,388
		End Bal	188,248	180,141	171,788	166,519	119,393	3,339	n/a	
Totals		Payment	172,948	142,462	119,485	113,539	537,407	144,880	3,138,921	
		Beg Bal	1,110,460	955,257	828,033	721,909	618,264	129,757	-	
		Principal	155,204	127,230	106,124	103,645	488,523	126,829	2,535,427	
		Interest	17,745	15,231	13,361	12,506	36,975	18,051	398,661	
		End Bal	955,257	828,027	721,909	618,264	129,741	2,929	-	

PORT OF SKAMANIA COUNTY, WASHINGTON

RESOLUTION No. 13-2020

**A Resolution of the Board of Commissioners of the Port of Skamania County
Accepting and Approving the 2021 Property Tax Levy**

Recitals

WHEREAS, the Port of Skamania County Board of Commissioners has properly given notice of a public hearing held November 17, 2020 to consider the budget of the Port of Skamania County for the 2021 calendar year pursuant to RCW 84.55.120; and


WHEREAS, the Port of Skamania County Board of Commissioners after hearing and duly considering all relevant evidence and testimony presented, has determined that the Port District does not require an increase in revenues from the regular property tax levy from the previous year, and does not require the increase in property tax revenue resulting from the addition of new construction and improvements to property, or any increase in the value of state assessed property in order to discharge the expected expenses and obligations of the Port of Skamania County, and

WHEREAS, the population of the Port District is less than 10,000;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY that the Board authorizes a regular property tax levy for 2021 of \$330,390.52, which is an increase of \$3,192.88 and 1 percent over the \$319,288.22 collected in 2020, plus an increase amount, resulting from the addition of new construction and improvements to property, of \$6,253.18, and an increase amount in the value of state assessed property of \$1,656.24

PASSED IN REGULAR SESSION THIS 17th day of November 2020.

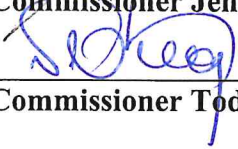
APPROVED BY:



Commissioner Ray Broughton, Vice-President (District 1)

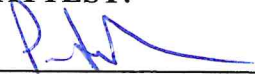


Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST:



Pat Albaugh, Executive Director

2021 Port of Skamania County

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Example of House assessed at \$300,000	Annual Amount
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Port of Skamania County
RESOLUTION 12-2020

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY PROVIDING
FOR THE ISSUANCE OF WARRANTS BEFORE APPROVAL BY THE COMMISSIONERS**

WHEREAS, this Resolution supersedes and repeals all previous resolutions to include 2-2020 regarding the Issuance of Warrants; and

WHEREAS, prior approval of the Port of Skamania County Board of Commissioners for the expenditure of funds for certain operating expenses and other purposes (claims) is frequently made necessary by Federal and State statutes, contractual agreements, and other requirements; and

WHEREAS, the prepayment of such claims is specifically authorized by RCW 42.24.180 subject to certain conditions; and

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Skamania County that prepayment of claims in the amount of \$1,000,000 is approved for the calendar year 2020, subject to the following conditions:

1. The Executive Director and the Officer(s) designated to sign the warrants must have an official bond;
2. Contracting, hiring, purchasing, and disbursing policies that implement effective internal controls shall be maintained;
3. Documentation supporting claims paid and all checks issued in payment of claims shall be made available for review by the Port of Skamania County Board of Commissioners at its next regularly scheduled public meeting; and
4. If, upon review, the Port of Skamania County Board of Commissioners disapproves a paid claim, the Executive Director and/or other persons who signed the check shall jointly cause the disapproved claim to be recognized as a receivable of the Port and to pursue collection diligently until the amount disapproved is collected or until the Commission is satisfied and approves the claim.

PASSED IN SESSION THIS 20th day of October 2020.

PORT OF SKAMANIA COUNTY COMMISSIONERS

APPROVED BY:



Commissioner Ray Broughton, Vice-President (District 1)



Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST:



Pat Albaugh, Executive Director

RESOLUTION NO. 11-2020

**A RESOLUTION OPPOSING PROPOSED REVISIONS TO THE
COLUMBIA RIVER GORGE MANAGEMENT PLAN POLICIES FOR
URBAN AREA BOUNDARY REVISIONS**

WHEREAS, in 1986, Congress passed the Columbia River Gorge National Scenic Area Act, Pub. L. 99-663, §§ 2-18, 100 Stat. 4274 (1986), now codified at 16 U.S.C. §§ 544-544p (“Act”). The Act created the Columbia River Gorge National Scenic Area (“NSA”) and designated 13 Urban Areas within the NSA.

WHEREAS, the Act states two purposes: (1) to create a national scenic area in Washington and Oregon “to protect and provide for the enhancement of the scenic, cultural, recreational, and natural resources of the Columbia River Gorge”; and (2) to protect and support the economy of the area “by encouraging growth to occur in existing urban areas and by allowing future economic development in a manner that is consistent with” the first purpose.

WHEREAS, the Columbia River Gorge Commission (“Gorge Commission”) adopted the Columbia River Gorge Management Plan (“Management Plan”) in 1991 and the U.S. Secretary of Agriculture concurred with the Management Plan in 1992.

WHEREAS, Congress directed the Gorge Commission to review the Management Plan no sooner than 5 years but at least every 10 years to determine whether it should be revised. The Gorge Commission last adopted revisions to the Management Plan in 2004.

WHEREAS, in 2016, the Gorge Commission and U.S. Forest Service began to work on a second revision to the Management Plan and propose to adopt revisions to the Management Plan in 2020.

WHEREAS, the Gorge Commission proposes significant policy changes as a part of the proposed 2020 amendments to the Management Plan that undercut the purpose of the Act to protect and support the economy of the area and effectively prohibit any future growth in the Urban Areas.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Port of Skamania the proposed 2020 amendments to the Management Plan that fail to protect and support the economic vitality of The Gorge. The proposed revisions to Part IV Administration, Chapter 1 Gorge Commission Role, Revision of Urban Area Boundaries are inconsistent with the Act and preclude future growth opportunities for the Gorge’s Urban Areas.

PASSED this 16th day of June, 2020.

[Signatures on the following page]

RESOLUTION NO. 11-2020 signature page

THE PORT OF SKAMANIA COUNTY

BOARD OF COMMISSIONERS

By  _____

Todd Kingston, District 3 Commissioner

By  _____

Ray Broughton, District 1 Commissioner

By  _____

Jennifer Taylor, District 2 Commissioner

RESOLUTION 10-2020
Port of Skamania County Board of Commissioners
Authorizing Submission of an Application for a Community Economic Revitalization Board
Grant in the Amount of \$50,000 in addition to a Port of Skamania match of \$12,500 for a
Market Feasibility Study

Recitals

WHEREAS, Community Economic Development Board (CERB) funds are available to support economic development projects which are ready to implement and for which jobs are to be created or retained; and

WHEREAS, the Port of Skamania County (Port) desires to fund a project consistent with the purpose of the CERB; and

WHEREAS, the CERB-funded Project represents a commitment of private resources toward enhancing the vitality of the area and expansion of economic and employment opportunities of the Port, together with increased tax revenues; and

WHEREAS, in the event the application for CERB funding is approved, and accepted by the Port, the Port will comply with all applicable federal and State requirements regarding environmental impact of the project; and

WHEREAS, the Port's CERB project will not result in the transfer/relocation of jobs from one part of the state of Washington to another, and

WHEREAS, the Port of Skamania County finds and determines that an application should be submitted to appropriate agencies for consideration of funding the CERB project for the Port, and that such submission will promote economic development within the Port district.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Port of Skamania County:

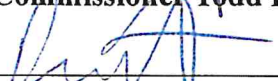
1. Hereby authorize Pat Albaugh, the Executive Director, to submit an application to the Community Economic Revitalization Board, for and on behalf of the Port, for CERB funding in the approximate amount of \$50,000 for the CERB project with the Port matching \$16,667; and
2. The Pat Albaugh is hereby further authorized to provide such additional information as may be necessary to secure approval of such application; and
3. That, in the event such application is approved, Pat Albaugh is authorized to enter into an agreement for such funding; and
4. That this Resolution shall be effective up passage and signatures heron in accordance with law.

PASSED IN SESSION THIS 19th day of May 2020.

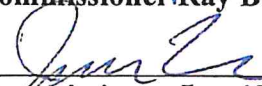
APPROVED BY:



Commissioner Todd Kingston President (District 3)

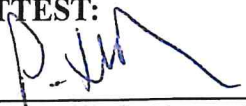


Commissioner Ray Broughton, Vice-President (District 1)




Commissioner Jennifer Taylor, Secretary (District 2)

ATTEST:



Pat Albaugh, Executive Director

APPROVED AS TO FORM:


By: _____
Kenneth B. Woodrich, Attorney
for the Port of Skamania County

**PORT OF SKAMANIA COUNTY COMMISSION
RESOLUTION 9-2020**

**A RESOLUTION OF THE PORT OF SKAMANIA COUNTY COMMISSION
AUTHORIZING THE EXECUTIVE DIRECTOR TO PROVIDE RENT RELIEF IN
RESPONSE TO THE OUTBREAK OF COVID-19**

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death to vulnerable or at-risk populations, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person; and

WHEREAS, the United States Centers for Disease Control and Prevention (“CDC”) identifies the potential public health threat posed by COVID-19 both globally and in the United States as “high”, and has advised that person-to-person spread of COVID-19 will continue to occur globally, including within the United States; and

WHEREAS, On January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency for COVID-19, beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, Governor Jay Inslee proclaimed a state of emergency within the State of Washington due to COVID-19; and

WHEREAS, on March 23, 2020, Governor Inslee signed Proclamation 20-25, the “Stay Home -- Stay Healthy” Proclamation, ordering all citizens to stay home and closing all but enumerated “essential businesses”, initially through April 6, 2020, and extended by Proclamation 20-25 through May 4th, 2020; and

WHEREAS, on March 24, 2020, the Port of Skamania County Board of Commissioners Authorized Emergency Powers to the Executive Director in response to COVID-19; and

WHEREAS, Port tenants contribute significantly to the Skamania County economy and employment, and the COVID-19 emergency has adversely affected those tenants; and

WHEREAS, the Commission recognizes the hardship created by the emergency, and wishes to provide rent relief during this period to avoid economic hardship and business failures resulting from the emergency.

WHEREAS, the Commission further observes businesses may apply and qualify for government loans under the Economic Injury Disaster Loan (EIDL) or the Paycheck Protection Program Loan (PPPL) , some of which may be forgiven, to pay businesses’ monthly rent, and those tenants who receive those payments should not be allowed rent relief if that rent is being subsidized by the American taxpayers.

NOW, THEREFORE, BE IT RESOLVED as follows:


A. The Port Commission authorizes the Executive Director to provide rent relief to Port tenants as follows:

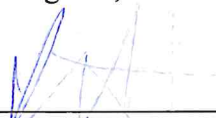
- i. Reducing rent to one-half the lease rate from April 1, 2020 until the Governor's "Stay Home -- Stay Healthy" period ends. During this period, Leasehold tax shall be reduced to be based on the one-half lease rate to reflect the lease value is reduced due to the tenants' inability to conduct business on the leased premises during the emergency.
- ii. Allowing Tenants to defer payment of rent accruing during this period without penalty or late fees, provided any Tenant deferring rent shall agree to pay the deferred rent over a period on not more than twelve (12) months in equal installments. Deferred rent shall be payable in addition to regular rent, commencing with the resumption of regular rent payments. If timely paid, deferred rent shall not accrue interest.
- iii. Provided, however, where the tenant has applied for and received funds under a COVID-19 relief program for rent payments such as the Economic Injury Disaster Loan (EIDL) or the Paycheck Protection Program Loan (PPPL), this rent relief program will not apply for any periods included in that program.
- iv. To qualify for the rent relief set forth herein, any tenant seeking that relief must first apply to the Executive Director to participate in this program and must include a description of all programs applied for that include rent subsidies.
- v. Including such other terms as the Executive Director deems to be in the Port's and public's best interests.

B. This Resolution shall take effect immediately and be in full force and effect for the same time period, and without action required to renew, as the "Stay Home – Stay Healthy" period is extended.

This Resolution is **ADOPTED** by a majority of the members of the Port Commission of the Port of Skamania County, a majority being present and voting on this Resolution at a special Commission meeting on April 7, 2020, as attested to by the signatures below.

**PORT OF SKAMANIA COUNTY
COMMISSION**

By: 
Todd Kingston, President

By: 
Ray Broughton, Vice-President

By: 
Jennifer Taylor, Secretary

**PORT OF SKAMANIA COUNTY COMMISSION
RESOLUTION 8-2020**

**A RESOLUTION OF THE PORT OF SKAMANIA COUNTY COMMISSION
AUTHORIZING EMERGENCY POWERS AND DELEGATING AUTHORITY TO THE
EXECUTIVE DIRECTOR IN RESPONSE TO THE OUTBREAK OF COVID-19**

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death to vulnerable or at-risk populations, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person; and

WHEREAS, the United States Centers for Disease Control and Prevention (“CDC”) identifies the potential public health threat posed by COVID-19 both globally and in the United States as “high”, and has advised that person-to-person spread of COVID-19 will continue to occur globally, including within the United States; and

WHEREAS, On January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency for COVID-19, beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, Governor Jay Inslee proclaimed a state of emergency within the State of Washington due to COVID-19; and

WHEREAS, on March 17, 2020, the Skamania County Board of County Commissioners proclaimed a state of emergency within Skamania County due to COVID-19 and the State of Washington has instituted mandatory social distancing measures to prevent local spread of the illness.

NOW, THEREFORE, BE IT RESOLVED as follows:

A. Pursuant to Chapter 38.52 RCW, Chapter 53.19 RCW, and Title 53 RCW, the public advertising and competitive procurement requirements of state law and Port policies and procedures are waived related to Port contracts for the following purchases or leases: (1) tangible personal property; (2) public works as defined by RCW 39.04.010; and (3) services, including professional or technical services.

B. The Port Executive Director is authorized to make and adjust Human Resources Policies related to leave usage and other issues related to Port employees as necessitated by the impacts of COVID-19.

C. The Port Executive Director may make temporary (up to one year or the duration of the emergency) appointments of personnel to positions that directly respond to the emergency, when the urgency of filling positions prohibits examining applicants through the competitive process, and is immediately necessary for the protection of life and property.


D. Pursuant to RCW 42.30.070, and the state of emergency, urgent meetings of the Port Commission where public meeting requirements are impractical are exempt from the meeting notice requirements and meeting location restrictions of the Open Public Meetings Act, Chapter 42.30 RCW.

E. The Port Commission further reserves its right to issue such further orders as may be necessary to respond to the state of emergency declared by Skamania County, the State of Washington, or the United States in response to COVID-19.

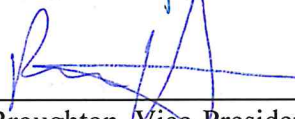
F. This Resolution shall take effect immediately and be in full force and effect for the same time period, and without action required to renew, as the state of emergency adopted by the Skamania County Commissioners.

This Resolution is **ADOPTED** by a majority of the members of the Port Commission of the Port of Skamania County, a majority being present and voting on this Resolution at a special Commission meeting on March 24, 2020, as attested to by the signatures below.

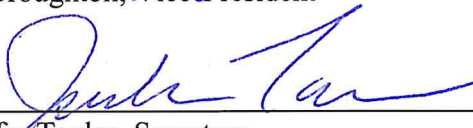
**PORT OF SKAMANIA COUNTY
COMMISSION**

By: 

Todd Kingston, President

By: 

Ray Broughton, Vice-President

By: 

Jennifer Taylor, Secretary

PORT OF SKAMANIA COUNTY
RESOLUTION 7-2020

A RESOLUTION OF THE PORT OF **PORT OF SKAMANIA COUNTY** IN SUPPORT OF DAMS WITHIN THE FEDERAL COLUMBIA-SNAKE RIVER SYSTEM.

WHEREAS, the dams on the Columbia and Snake Rivers provide navigable waters to sustain the region's marine-dependent economy, irrigation, flood control and recreation for the residents of Washington state and the Pacific Northwest; and

WHEREAS, the Port of **PORT OF SKAMANIA COUNTY** handles cargo shipped on the Federal Columbia-Snake River System ("FCSRS") and exports that cargo globally;

WHEREAS, the Lower Snake River Dams enable irrigation for over 7 million acres of farmland producing \$8 billion in agricultural income; and

WHEREAS, the Lower Snake River Dams enabled barging of approximately 9 million tons of cargo in 2014 valued at over \$3 billion; and

WHEREAS, the FCSRS is the top wheat export gateway in the U.S. handling over half of the country's exported wheat from 11 U.S. states, is the second most important export system in the U.S. for corn and soybeans, and is the west coast's largest export system for wood products and minerals; and

WHEREAS, the 465-mile federal waterway provides access to internal markets for Washington state farmers and farmers as far as the Midwest; and

WHEREAS, over 3.5 million tons of cargo were barged on 244 four-barge tows on the Snake River in 2017, a year when the locks were closed for three months for maintenance. In comparison, it would have taken over 35,140 rail cars or 135,000 semi-trucks to carry this same cargo; and

WHEREAS, annually the river cruise boat industry brings approximately 30,000 passengers and crew up the Columbia River to the Snake River, providing once-in-a-lifetime personal experiences and creating a positive economic impact to the region; and

WHEREAS, high-technology firms have located facilities in **PORT OF SKAMANIA COUNTY**, Stevenson WA and throughout the Pacific Northwest because of the availability of reliable, carbon-free hydropower, creating jobs and boosting local economies; and

WHEREAS, the federal agencies responsible for the management of the Federal Columbia River Power System (FCRPS) (Bonneville Power Administration (BPA), Army Corps of Engineers, Bureau of Reclamation) operate the dams in compliance with the Biological Opinions (BiOps) approved by the National Oceanic Atmospheric Administration (NOAA) Fisheries in 2008/2010 (as supplemented in 2014), and in 2019; and

WHEREAS, BPA has spent nearly \$17 billion on infrastructure and fish mitigation projects since 1978 including projects that address hydroelectric operations, habitat, hatcheries and harvest; and

WHEREAS, those investments, made in accordance with Biological Opinions approved by NOAA Fisheries, have successfully improved fish runs resulting in greater than 96% of young salmon making it past each

of the dams on their down river passage; and

WHEREAS, in 2014, there were more chinook, sockeye, and coho salmon that returned to Bonneville Dam than any year since the dam was built in 1938; and

WHEREAS, reports from NOAA Fisheries indicate that Columbia/Snake River chinook salmon returns increased in 2018; and

WHEREAS, while 2017 and 2018 saw significant declines in overall salmon returns, studies by NOAA Fisheries have attributed those declines to ocean conditions that are expected to dissipate by 2020, leading experts to forecast improved overall salmon returns in that year;

WHEREAS, the most recent Washington State budget set aside \$750,000 to study the economic and social impacts of the potential breaching or removal of the Lower Snake River Dams and the proposed study duplicates a more comprehensive effort that is several years underway by the federal agencies in the Columbia River Systems Operations Environmental Impact Statement (CRSO EIS) process.

WHEREAS, the FCRPS has been, is and will continue to be a critical component of life in the Pacific Northwest; and

WHEREAS, the 31 federal dams on the Columbia and Snake Rivers provide a reliable source of clean energy for millions of residents of Washington state and the Pacific Northwest; and

WHEREAS, the Lower Snake River Dams annually produce 1,000 aMW of carbon free power, enough to serve nearly half a million Northwest businesses, industries and households; and

WHEREAS, the BPA has identified the Lower Snake River Dams as critical components of the FCRPS mission of supporting peak power generation; and

WHEREAS, the Lower Snake River Dams are some of the least expensive to operate and, with the cost of power generated by the dams ranging from \$10 to \$14 per megawatt-hour, provide some of the greatest value for BPA customers; and

WHEREAS, removing over 2,000 megawatts of firm winter capacity generated by the Lower Snake River Dams would add to a forecasted Northwest shortfall in energy capacity; and

WHEREAS, the hydro system is in large part responsible for the clean air, water and lands enjoyed by millions in the Pacific Northwest; and

WHEREAS, the State of Washington has passed legislation calling for 100% of all retail energy sales to come from carbon free resources by 2045; and

WHEREAS, the passage of Substitute Senate Bill 5116 included existing hydropower as an eligible resource for utilities seeking compliance with the 100% clean requirement; and

WHEREAS, the Energy & Environmental Economics (E3) study has found that the cost of achieving 100% clean energy "leads to exponential cost increases and is impractical due to massive renewable overbuilds"; and

WHEREAS, the clean and renewable energy generated by the hydro system has made Washington state a national and world leader in responsible environmental stewardship; and

WHEREAS, the removal of the four Lower Snake River Dams would do irreparable damage to Washington and the Pacific Northwest's role as a leader in clean, carbon free energy production;

NOWHEREFORE, the Port Commission of **PORT OF SKAMANIA COUNTY** does hereby resolve as follows:

The **Port of SKAMANIAN COUNTY** supports the continued operation of the dams within the Federal Columbia-Snake River System due to their importance to irrigation, flood control, recreation, fuel-efficient, safe, low-emission cargo transportation, and reliability of the Northwest electric grid as well as for the carbon-free, renewable, reliable, and low-cost energy they provide making them an important component of a clean energy future.

Based on studies and BiOps carried out by NOAA Fisheries, the Commission endorses the position that hydroelectric dams and salmon can coexist.


Given that the CRSO EIS process is well-underway and expected to be concluded in 2020, the Commission believes the \$750,000 allocated to study the impacts of the removal of the Lower Snake River Dams to be duplicative and wasteful and should have been allocated to science-based, high-priority salmon restoration projects in the Puget Sound region that will have a direct impact on Orca survival in their primary habitat.

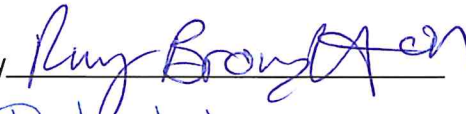
The **Port of SKAMANIA COUNTY** will continue to provide resources toward educating others as to the benefits of the entire Columbia and Snake River System, and of the threats posed to salmon runs by factors such as lost habitat, predation and ocean conditions.

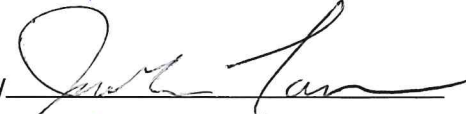
The foregoing Resolution of the **Port of SKAMANIA COUNTY** was duly adopted by its Board of Commissioners at its meeting of the 21st day of January, 2020.

DATED and SIGNED this 21st day of January, 2020.

THE PORT OF SKAMANIA COUNTY
BOARD OF COMMISSIONERS

By 
District 3, President

By 
District 1, Vice President

By 
District 2, Secretary

Port of Skamania County
RESOLUTION 6-2020

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY
AUTHORIZING THE PORT EXECUTIVE DIRECTOR
TO SELL AND CONVEY SURPLUS PROPERTY WITH LESS THAN \$10,000 VALUE

WHEREAS, from time to time it is necessary to surplus items no longer needed for Port District purposes, and;

WHEREAS; RCW 53.08.090 provides that the Port Commissioners may authorize the Port Executive Director to sell and convey property of less than \$10,000 in value;

NOW, THEREFORE, BE IT RESOLVED BY the Commissioners of the Port of Skamania County as follows:

Section 1 The Executive Director is authorized pursuant to RCW 53.08.090, to sell and convey surplus Port District property having a value of less than \$10,000.

Section 2 Prior to the sale or conveyance of property pursuant to this resolution, the Executive Director shall compile an itemized list of the property to be sold, together with the value placed on each item by the Executive Director. The list shall be submitted to the Port Commission, together with the Executive Director's written certification that the listed property is no longer needed for the Port District purposes.

Section 3 The Executive Director shall determine the methods, terms and conditions of sales made pursuant to this resolution. When less than the full purchase price is paid at the time of purchase, the sale shall comply with the limitations of RCW 53.08.091.

Section 4 Except as provided above, all sales made pursuant to this resolution shall be by public competitive sale, through open auction or sealed bids or in another commercially reasonable way (e.g. best offer after newspaper ad, Craigslist posting, eBay listing, etc.). The sale shall be advertised by the Executive Director at least fourteen (14) days prior to its occurrence.

Section 5 Property having a value in excess of \$10,000.00 shall not be divided into components of less than \$10,000 and sold pursuant to this resolution, unless the sale is authorized by the Commission and is by public competitive bid.

Section 6 This resolution shall be in force for the 2020 calendar year and shall expire on December 31, 2020.

PASSED IN SESSION THIS 21st day of January 2020.

APPROVED BY:

PORT OF SKAMANIA COUNTY COMMISSIONERS



Commissioner Ray Broughton, Vice Pres (District 1)



Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST:



Pat Albaugh, Executive Director

Port of Skamania County
RESOLUTION 5-2020

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY
SETTING PORT COMMISSIONER COMPENSATION

WHEREAS, the Port of Skamania County Board of Commissioners is a municipal corporation of the State of Washington; and

WHEREAS, the Port of Skamania County is governed by the Revised Code of Washington (RCW) Title 53 for Port Districts; and

WHEREAS, the RCW 53.12.260(2) Port commissioners shall receive additional compensation as follows: (a) Each commissioner of a port district with gross operating revenues of twenty-five million dollars or more in the preceding calendar year shall receive a salary of five hundred dollars per month, as adjusted for inflation by the office of financial management in subsection (4) of this section; and (b) each commissioner of a port district with gross operating revenues of from one million dollars to less than twenty-five million dollars in the preceding calendar year shall receive a salary of two hundred dollars per month, as adjusted for inflation by the office of financial management in subsection (4) of this section. ("...[4] The dollar thresholds for salaries and per diem compensation established in this section must be adjusted for inflation by the office of financial management every five years, beginning July 1, 2008, based upon changes in the consumer price index during that time period. 'Consumer price index' means, for any calendar year, that year's annual average consumer price index, for Washington state, for wage earners and clerical workers, all items, compiled by the bureau of labor and statistics, United States department of labor. If the bureau of labor and statistics develops more than one consumer price index for areas within the state, the index covering the greatest number of people, covering areas exclusively within the boundaries of the state, and including all items shall be used for the adjustments for inflation in this section. The office of financial management must calculate the new dollar threshold and transmit it to the office of the code reviser for publication in the Washington State Register at least one month before the new dollar threshold is to take effect.); and

WHEREAS, the Port of Skamania County's gross operating revenue, as defined by RCW 53.12.005, for the year ended December 31, 2019 was over one million dollars; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Port of Skamania County that, in addition to any per diem compensation allowed, the Port of Skamania County pay the Port Commissioners the \$285 per month salary on the first Staff Pay Day of each month during 2020.

PASSED IN SESSION THIS 21st day of January 2020.

PORT OF SKAMANIA COUNTY COMMISSIONERS

APPROVED BY:



Commissioner Ray Broughton, Vice Pres (District 1)



Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST



Pat Albaugh, Executive Director

PORT OF SKAMANIA COUNTY
RESOLUTION 4-2020

APPOINTMENT OF AGENT TO RECEIVE CLAIMS FOR DAMAGES
(RCW 4.96.020)

WHEREAS, pursuant to the provisions of RCW 4.96.020 the governing body of each local governmental entity shall appoint an agent to receive any claim for damages made under RCW 4.96; and

WHEREAS, the identity of the agent and the address where he or she may be reached during the normal business hours of the local governmental entity are public records and shall be recorded with the auditor of the county in which the entity is located; and

WHEREAS, all claims for damages against a local governmental entity, or against any local governmental entity's officers, employees, or volunteers, acting in such capacity, shall be presented to the agent within the applicable period of limitations within which an action must be commenced; and

WHEREAS, the failure of a local governmental entity to comply with the requirements of this section precludes that local governmental entity from raising a defense under RCW 4.96.

NOW THEREFORE, BE IT RESOLVED, that the Board of the Port of Skamania County appoints the agent listed below to receive any claims for damages made under RCW 4.96.

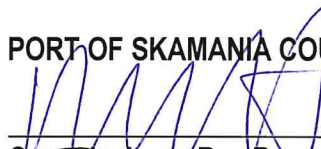
Agent Appointed:	Pat Albaugh
Office Address:	212 SW Cascade Avenue Stevenson, WA 98648
Business Hours:	Monday – Friday; 8 am – 5 pm

BE IT FURTHER RESOLVED, by the Board of the Port of Skamania County, the Finance Manager of the Port of Skamania County shall record this document with the Skamania County Auditor.

PASSED IN SESSION THIS 21st day of January 2020.

PORT OF SKAMANIA COUNTY COMMISSIONERS

APPROVED BY:



Commissioner Ray Broughton, *Vice President* (District 1)




Commissioner Jennifer Taylor, *Secretary* (District 2)



Commissioner Todd Kingston, *President* (District 3)

ATTEST:



Pat Albaugh, Executive Director

Port of Skamania County

RESOLUTION 3-2020

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY
AUTHORIZING THE INVESTMENT OF FUNDS**

WHEREAS, the Port periodically has funds that are available for investment, and

WHEREAS, it is in the best interest of the Port to invest such funds and receive interest thereon, and

WHEREAS, under RCW Chapter 39.59 Port Districts are given investment authority for their funds and monies in their custody, and

WHEREAS, the Treasurer of Skamania County is the Treasurer of the Port of Skamania County, and

WHEREAS, the Treasurer is authorized, with limitations, under RCW Chapter 39.58, to make investment deposits of any public funds available for investment when directed in writing by the Port, and

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Skamania County:

1. That all prior resolutions authorizing the investment of funds are hereby repealed; and
2. That Cindy Bradley, Finance Manager, and Monica Masco, Auditor, and Ray Broughton Commissioner District 1, and Pat Albaugh Executive Director are hereby authorized to order the Treasurer to make deposits and withdrawals of Port funds and monies for the purpose of investment and to receive interest thereon, effective immediately.

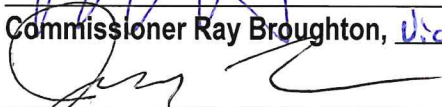
PASSED IN SESSION THIS 21st day of January 2020.

PORT OF SKAMANIA COUNTY COMMISSIONERS

APPROVED BY:



Commissioner Ray Broughton, Vice President (District 1)



Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST:



Pat Albaugh, Executive Director

Port of Skamania County
RESOLUTION 2-2020

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY
PROVIDING FOR THE ISSUANCE OF WARRANTS BEFORE APPROVAL BY THE COMMISSIONERS**

WHEREAS, prior approval of the Port of Skamania County Board of Commissioners for the expenditure of funds for certain operating expenses and other purposes (claims) is frequently made necessary by Federal and State statutes, contractual agreements, and other requirements; and

WHEREAS, the prepayment of such claims is specifically authorized by RCW 42.24.180 subject to certain conditions; and

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Skamania County that prepayment of claims in the amount of \$750,000 is approved for the calendar year 2020, subject to the following conditions:

1. The Executive Director and the Officer(s) designated to sign the warrants must have an official bond;
2. Contracting, hiring, purchasing, and disbursing policies that implement effective internal controls shall be maintained;
3. Documentation supporting claims paid and all checks issued in payment of claims shall be made available for review by the Port of Skamania County Board of Commissioners at its next regularly scheduled public meeting; and
4. If, upon review, the Port of Skamania County Board of Commissioners disapproves a paid claim, the Executive Director and/or other persons who signed the check shall jointly cause the disapproved claim to be recognized as a receivable of the Port and to pursue collection diligently until the amount disapproved is collected or until the Commission is satisfied and approves the claim.

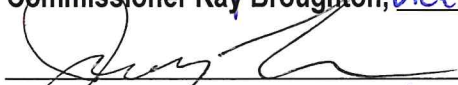
PASSED IN SESSION THIS 21st day of January 2020.

PORT OF SKAMANIA COUNTY COMMISSIONERS

APPROVED BY:



Commissioner Ray Broughton, Vice President (District 1)



Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)

ATTEST:



Pat Albaugh, Executive Director

PORT OF SKAMANIA COUNTY
RESOLUTION 1-2020

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF SKAMANIA COUNTY
PROVIDING FOR THE SIGNING OF WARRANTS**

WHEREAS, Pat Albaugh, Executive Director is currently authorized to sign warrants for the Port of Skamania County; and

WHEREAS, Todd Kingston Commissioner, District 3 is currently authorized to sign warrants for the Port of Skamania County; and

WHEREAS, To ensure efficiency in Port District operations the Port of Skamania County desires to continue to have two authorized signatories for warrants, and

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Port of Skamania County:

1. That all prior resolutions providing for the signing of warrants are hereby repealed; and
2. That Pat Albaugh, Executive Director, and Todd Kingston, Commissioner, District 3, are hereby authorized to sign warrants for the Port of Skamania County effective January 21, 2020.

PASSED IN SESSION THIS 21st day of January 2020.

PORT OF SKAMANIA COUNTY COMMISSIONERS

APPROVED BY:



Commissioner Ray Broughton, Vice President (District 1)




Commissioner Jennifer Taylor, Secretary (District 2)

ATTEST:



Commissioner Todd Kingston, President (District 3)



Pat Albaugh, Executive Director