

Port of Skamania County
Minutes of the Board of Commissioners
March 22, 2016, 3:00 pm

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

Attendance: Commissioners Fran Breeding, Gail Collins, and Todd Kingston; Executive Director John McSherry, Attorney Ken Woodrich, Finance Manager Randy Payne, Facilities Manager Doug Bill, Auditor Monica Masco, Executive Assistant Julie Mayfield.

Public Comment: None.

Meetings and Seminars: Commissioner Kingston and John attended the Bridge of the Gods Toll Increase meeting at the Hegewald Center March 21, 2016. They reported some of the comments included suggesting an all-day locals pass for those who have to cross the bridge many times in one day and that the Port of Hood River is seeking grant funding to replace their bridge; John commented he would like to see the Bridge of the Gods and Hood River Bridge tolls equal. The meeting was well attended by local interests. The Commission asked John to send a letter to the Port of Cascade Locks about our concerns of the increase affecting our tenants and tourism and offering to support their efforts to obtain funding.

Minutes Approval:

*---MOTION--- Commissioner Kingston moved to approve the **March 8, 2016 Regular Meeting Minutes**. Commissioner Breeding seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Breeding moved to approve the **General Fund Vouchers numbered 17093 through 17119 in the amount of \$29,563.47 dated March 22, 2016**. Commissioner Kingston seconded; the motion carried.*

Administrative Approvals:

Skamania Acupuncture leased one more office in the Tichenor building.

*---MOTION--- Commissioner Kingston moved to **ratify the Skamania Acupuncture Lease Amendment 1 for Tichenor Suite 40-ABCD at the new rate of \$972.41 including state leasehold tax, utilities, insurance, and janitorial service**. Commissioner Breeding seconded; the motion carried.*

Staff Reports:

Auditor's Report: presented by Monica Masco

February 28, 2015 Cash Balance was \$1,014,302.09.

Total revenue for February was \$149,593.84 and expenditures were \$94,619.96: netting income over expenses for the month in the amount of \$54,973.88.

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

1. *Planning Workshop:* The Commission decided on **April 26, 2016, at 11:00 am** for the workshop, before the regular meeting at 3:00 pm. John presented the capital projects list from the 2016 budget, and a list of other projects. He asked the Commission what they would like to get out of the workshop—what's the goal. Commissioner Breeding suggested grouping the projects by location, and then by jobs/revenue goals, and to provide existing information such as site plans. John noted

the Columbia River Research Lab is renewing its effort to relocate from Willard to Cascades Business Park. John said he'd like to discuss the Commission's view on supporting tourism activities and the level of Port resources in that regard. There was discussion on how the Port plans regionally with our Skamania County EDC (Economic Development Council) and MCEDD (Mid-Columbia Economic Development District).

2. *Tenants update:* John presented a building layout for Windy River Research LLC at Wind River Business Park (WRBP). The County approved the zoning ordinance, quit claim deed, and boundary line adjustment required for cannabis processing there. The Port will pay the administrative and recording fees. The Port received a few complaints about the odor coming from Backwoods Brewing. John visited the site and met with some tenants; Doug and John and Backwoods developed a remedy plan. Facilities staff is still working at Beacon Rock Golf Course (BRGC) cleaning up from winter storms tree damage.
3. *Wind River Business Park (WRBP):* Tenneson Engineering is working on the water well development and distribution system design and engineering; the project is scheduled for completion in July.
4. *Park and Docking Fees:* Randy and Julie presented facilities use fees comparisons of similar-sized ports locally and in the region; there was a wide range. Our docking fees and parks use fees are comparable.
5. *Review of Port Director John McSherry Personal Improvement Plan:* see Executive Session below.

New Business: None.


Executive Session: Commissioner Collins called for an Executive Session, including the Commission and Ken Woodrich, from 4:30 pm to 4:45 pm for 15 minutes and from 4:45 pm to 5:00 pm for 15 minutes, and from 5:06 pm to 5:16 pm for 10 minutes and, including John McSherry from 5:16 pm to 5:26 pm per RCW 42.30.110(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

The Commission said they made no decisions.

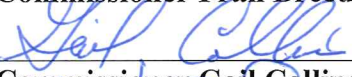
Adjournment: 5:26 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is April March 12, 2016, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

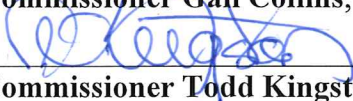
APPROVED BY:



Commissioner Fran Breeding, Secretary (District 1)



Commissioner Gail Collins, President (District 2)



Commissioner Todd Kingston, Vice-President (District 3)

ATTEST:



Julie Mayfield, Executive Assistant