

Port of Skamania County
Minutes of the Board Commissioners
May 17, 2022
Regular Meeting
Zoom Meeting

In attendance: Commissioner Todd Kingston, Commissioner Jennifer Taylor (Zoom), Commissioner Ray Broughton (Zoom), Executive Director Pat Albaugh (Zoom), Port Attorney Ken Woodrich (Zoom), Port Auditor Monica Masco , Facilities Manager Doug Bill, Finance Manager Cindy Bradley, Minute Taker Wanda Scharfe

Guests: None

Call to Order: Commissioner Kingston called the meeting to order at 5:00 p.m.

Public Comment: Tabled until later in the meeting

Consent Agenda: The following items were presented for Commissioners' approval. (Consent agenda items are intended to be passed by a single motion to approval all listed actions. If discussion of an individual item is requested by a commissioner, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.

1. Approval of the Minutes

- Regular Meeting Minutes of April 19, 2022

2. Pre-Issued Voucher Approvals

- \$47,801.97 (5/5/2022)
Vouchers # 21262-21283
4 EFT
- 3. General Fund Vouchers
\$49,865.06 (5/20/2022)
Vouchers #21284-21295
5 EFT

--MOTION—Commissioner Taylor made a motion; Commissioner Kingston stepped down and seconded the motion to approve the consent agenda items 1 though 3 as presented. All voted in favor and the motion carried unanimously.

Commissioner Updates:

Commissioner Kingston noted that the Blues & Brews Festival will be on June 24 & 25th.

Director's Report: Director Albaugh noted that Green Assets has acquired a contractor to assist them in the process of filing the City of North Bonneville's (CUP) Conditional Use Permit which the City requires prior to allowing the license transfer. He reported that the Port currently has no vacancies. Director Albaugh reported that he has been working with Knuckle Busters who would like to potentially lease the Skye Building after Cochinto Corporation leaves.

Facilities Report: Manager Doug Bill informed the Commission that the docks were out. He made repairs but indicated that they are due for replacement or upgrade. He presented information on several electric carts that are presently available from the Dallesport Airport.

Finance Report: Manager Cindy Bradley reviewed the April Financial Report and highlighted the notables for receipts and expenses. She has been working with Green Assets to receive their lease payments via their local Umpqua bank. Skunk Brothers has indicated they will bring their account current in May.

Public Comment: Director Albaugh presented written public comment from resident Bernard Versari regarding the City's pending transportation improvement plan which includes closing the Cascade Ave from boat launch to Hwy 14 to vehicle traffic. After a brief discussion, the Commission was unified in the strong opposition to restricting the egress/access point to the waterfront. It was the Commission's direction to have the director write a letter of opposition to any plans to restrict egress/access to the waterfront.

Colliers Valuation & Advisory Services Professional Agreement: Director Albaugh presented an agreement with Colliers to conduct a waterfront appraisal for use in negotiations of a lease for the commercial lots on the waterfront for the proposed motel.

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to authorize Executive Director Pat Albaugh to enter into an agreement with Colliers Valuation and Advisory Services in the amount of \$5,000 to conduct a waterfront property appraisal.

Teitzel Building Lease Addendum #1 in North Bonneville AWL or Nothing LLC: Director Albaugh presented a lease addendum adding an office space to the Awl or Nothing LLC lease.

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the Awl or Nothing LLC Lease Addendum #1 to the month to month lease a presented for the non-windowed Suite C-1 in the Teitzel Building in North Bonneville. As per the original lease the monthly lease rate for this non-windowed suite will be \$150.00 plus Washington State Leasehold tax. The Commission acknowledges that the no additional security deposit will be received and said deposit is less than the 1-year statutory requirement.

Discovery Building, North Bonneville – High One LLC: Director Albaugh presented the lease for High One, LLC. The purpose of this lease is to allow the transference of the license held by High One, LLC to the building location.

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the High One LLC lease as presented for the Discovery Building in North Bonneville thru August 31, 2022, with a lease extension contingent on the permits and licenses necessary to operate as a Tier 3 cannabis grow and production facility. The renewal term would allow for 1 five-year extension. The monthly lease rate shall be \$5,064.04 through August 31, 2022. September 1, 2022, through February 2023 the monthly lease rate will be \$9,000.00 with the leasehold tax based on the full lease rate of \$12,684.00, and beginning March 1, 2023, the monthly rate shall increase to \$12,684.00. The Commission acknowledges that the security deposit is less than the 1-year statutory requirement.

Stevenson Landing Water Meter Upgrade: Director Albaugh presented a request to purchase an upgraded water meter for Stevenson Landing due to the increase in scheduled dockings.

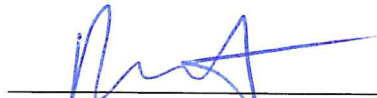
--MOTION—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the purchase of a digital automatic water meter quoted at \$6,500 and materials, not to exceed a total of \$7,500 for the purpose of remotely monitoring and recording cruise ship water usage for billing purposes.

Other Business: None

Executive Session: None

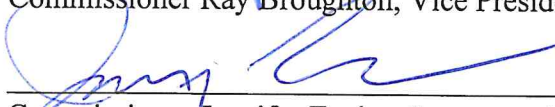
Commissioner Kingston adjourned the meeting at 5:40 p.m.

APPROVED BY:

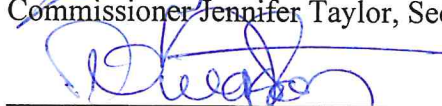


Commissioner Ray Broughton, Vice President (District 1)

ATTEST: 
Wanda Scharfe, Minutes Taker



Commissioner Jennifer Taylor, Secretary (District 2)



Commissioner Todd Kingston, President (District 3)