

**Port of Skamania County
Board of Commissioners**

**Special Meeting
Agenda—revised 1/13/2014**

January 13, 2014
3:00 pm

Call to Order

Purpose: Swearing in of new Commissioner Gail Collins, District 2; to hold a workshop on future planning and review the Comprehensive Scheme.

Adjournment

Next Regular Meeting: January 14, 2013—3:00 pm

AGENDA—Port of Skamania County, Board of Commissioners
Regular Meeting
January 14, 2014, 3:00 pm

Call to Order

Election of Officers

Public Comment

Commissioners Appointed to Local Boards

- Chamber • MCEDD •...WRIA 29A
- EDC • WPPA Board of Trustees •...City of Stevenson Shoreline Master Plan Update

Meetings & Seminars Reports

Approval of the Minutes

- December 10, 2013 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Resolution 1-2014: Providing for the Signing of Warrants
- Resolution 2-2014: Authorization for pre-issued vouchers
- Resolution 3-2014: Authorizing the Investment of Funds
- Resolution 4-2014 Appointment of Agent to Receive Claims for Damages per RCW 4.96.020
- Resolution 5-2014: Setting Port Commissioner Compensation
- Resolution 6-2014: Selling Surplus Property Less than \$10,000
- Executive Director Cost of Living and Wage Adjustment

Staff Reports

- Auditor's Report—November 2013 Financials
- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- Wind River Business Park (WRBP)

New Business:

- Food during meetings?
- WCH Enterprises Inc.—Wind River Business Park potential tenant

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: January 28, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
January 28, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- January 13, 2014 Special Meeting (planning)
- January 14, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

Staff Reports

- Auditor's Report—December 2013 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- Wind River Business Park (WRBP):
 - Water Well update
 - Residences update
 - Biomass Facility Feasibility Study update

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: February 11, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
February 25, 2014, 3:00 pm--REVISED
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- February 11, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- **American Queen Steamboat Operating Company Agreement ("American Empress")**

Staff Reports

- Auditor's Report—January 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- Wind River Business Park (WRBP):
 - Water update
 - Residences update
 - Biomass Facility Feasibility Study update

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: March 11, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
March 11, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

- Scott Clifford—Airboat Tours Northwest

Meetings & Seminars Reports

Approval of the Minutes

- February 25, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Resolution 7-2014 authorizing submitting application for grant funding assistance for Aquatic Lands Enhancement Account (ALEA) project to the Recreation and Conservation Office (RCO) as provided in Revised Code of Washington (RCW) 79.105.150, Washington Administrative Code (WAC) 286, and subsequent legislative action
- Ratify Cascade Acupuncture Lease for Tichenor Building Suite 40

Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- Wind River Business Park (WRBP):
 - Water update
 - Biomass Facility Feasibility Study update

New Business: Commissioner reimbursement to the Port of health insurance

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: March 25, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
March 25, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- March 11, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

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Staff Reports

- Auditor's Report—February 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- Wind River Business Park (WRBP):
 - Water update
 - Residences update
 - Biomass Facility Feasibility Study update

New Business:

- Columbia Gorge Economic Development Coalition Charter (draft)

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: April 8, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
April 8, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Biomass Facility Feasibility Study Presentation by Wallowa Resources

Meetings & Seminars Reports

Approval of the Minutes

- March 25, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

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Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- Cascade Avenue Improvements update
- River Point Building Improvements Funding
- Wind River Business Park (WRBP)

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: April 22, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
April 22, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- April 8, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Approval Insitu Lease Extension for River Point Building
- Approval of Sandy Vigil Lease—Suite 40, Tichenor Building
- Award Roof Consultant for River Point Re-roof Project

Staff Reports

- Auditor's Report—March 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- Wind River Business Park (WRBP):
 - Water update
 - Biomass Facility Feasibility Study update

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: May 13, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
May 13, 2014, 3:00 pm
Regular Meeting

Call to Order

Biomass Facility Feasibility Study Presentation by Wallowa Resources

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- April 22, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Ratify Wallowa Resources Community Solutions Contract Amendment
- Accept Annual Financial Report—2013: presented by Financial Manager Randy Payne

Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- Cascade Avenue Improvements update
- River Point Building Improvements Funding
- Stevenson Shoreline Restoration and Recreation Enhancement Project
- Wind River Business Park (WRBP)
- Vehicle Camping
- Confirm 50-Year Anniversary Party Date: June 7, 2014—time??

New Business: Melges 24 North American Championship 2015

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: May 27, 2014—3:00 pm

AGENDA

Port of Skamania County, Board of Commissioners May 27, 2014, 3:00 pm Regular Meeting

Call to Order

Carl Hopple Presentation

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- May 13, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

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Staff Reports

- Auditor's Report—April 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- ALEA Grant Application for Stevenson Shoreline Restoration and Enhancement project
- EDA Grant Application for River Point Building Roof Replacement

New Business:

- Horse-drawn carriage taxi service during passenger vessel tour boat season
- Storage/Staging Area at WRBP for Wind River Biomass LLC

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: June 10, 2014—3:00 pm

Legal Notice

Port of Skamania County

Special Meeting

There will be a Special Meeting on June 5, 2014, at 3:00 pm in the Port office at 212 SW Cascade Avenue, Stevenson, Washington 98648. The purpose of the meeting is to evaluate the performance of a public employee and the commissioners will enter into an executive session under RCW 42.30.110(1)(g).

Contact: Randy Payne, Interim Executive Director, accounting@portofskamania.org

509-427-5484

AGENDA
Port of Skamania County, Board of Commissioners
June 10, 2014, 3:00 pm
Regular Meeting (amended)

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- May 27, 2014 Regular Meeting
- June 5, 2014 Special Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Funding Update
- Stevenson Shoreline Restoration and Recreation Enhancement Project Funding Update

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: June 24, 2014—3:00 pm

Legal Notice
Port of Skamania County
Special Meeting

There will be a Special Meeting on June 19, 2014, at 3:00 pm in the Port office at 212 SW Cascade Avenue, Stevenson, Washington 98648. The purpose of the meeting is to evaluate the performance of a public employee and the commissioners will enter into an executive session under RCW 42.30.110(1)(g).

Contact: Randy Payne, Interim Executive Director, accounting@portofskamania.org

509-427-5484

AGENDA
Port of Skamania County, Board of Commissioners
June 24, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Paul Spencer—Wind River Biomass LLC Storage Space Request

Meetings & Seminars Reports

Approval of the Minutes

- June 10, 2014 Regular Meeting
- June 19, 2014 Special Meeting--evaluate the performance of a public employee

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

Staff Reports

- Auditor's Report—May 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- Location of iron ranger fee collection box—East Point Camping
- EDA Grant Application Update—Plan B alternative funding
- ALEA Grant Application Update
- Carriage Ride Service
- CGRA Berthing at Boat Launch

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: July 8, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
July 8, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- June 24, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Lane Stettler Lease Wind River Business Park
- Chamber Board

Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Funding Update
- Stevenson Shoreline Restoration and Recreation Enhancement Project Funding Update

New Business: Change Commission meetings to once a month?

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: July 22, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
July 22, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- June 24, 2014 Regular Meeting
- July 8, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Chamber Board
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Staff Reports

- Auditor's Report—June 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Funding Update
- Stevenson Shoreline Restoration and Recreation Enhancement Project Funding Update
- Underinsured Motorist Insurance Coverage
- Change Commissioner Meetings to Once a Month?

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: August 12, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
August 12, 2014, 3:00 pm
Regular Meeting

Amended

Call to Order

Public Comment

Meetings & Seminars Reports

TONIGHT: GTA Summer Party—The Dalles, Integrated 3D Manufacturing 5:30

Approval of the Minutes

- July 22, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Chamber Board Vote
- Greene & Associates—River Point Building Appraisal Contract Ratification

• *SIGN LEASE w/ US CELLULAR / OREGON RSA #2, INC.*

Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Funding Update
- Stevenson Shoreline Restoration and Recreation Enhancement Project Funding Update
- WRBP Biomass Facility Update—Paul Spencer
- Change Commissioner Meetings to Once a Month?

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: August 26, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
August 26, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- August 12, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Washington Public Port District Omnibus Mutual Aid Interlocal Agreement

Staff Reports

- Auditor's Report—July 2014 Financials

Unfinished Business/Manager's Report

- Paul Spencer—Update Wind River Biomass
- Bridge of the Gods Update
- Tenant Updates
- River Point Building Improvements Funding Update
- Port's 50 Years Celebration—September 23?

New Business: Wind River Biomass LLC \$200,000 State of Washington Grant Announcement August 27, 2014, 2:00 pm, Insitu building in Bingen

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: September 9, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
September 9, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- August 26, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

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Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Funding Update
- Stevenson Shoreline Restoration and Recreation Enhancement Project Funding Update

New Business: Budget Planning 2015/Reschedule November 11, 2014 regular meeting

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: September 23, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
September 23, 2014, 3:00 pm
Regular Meeting (revised)

Call to Order

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- September 9, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Authority to Sign EDA Contract for River Point Re-Roofing Project

Staff Reports

- Auditor's Report—August 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Funding Update
- Capital Improvements Workshop 2015 Budget
- Port 50 Years Celebration moved to December Open House

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: October 14, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
October 14, 2014, 3:00 pm
Regular Meeting

Call to Order

Joint meeting with Skamania County: Wind River Business Park Workshop

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- September 23, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Ratify US EDA Contract: River Point Industrial Job Center Building Upgrade Project Grant

Staff Reports

- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Funding Update
- Salaries/Personnel Workshop 2015 Budget

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: October 28, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
October 28, 2014, 3:00 pm
Regular Meeting

Call to Order

Amanda Hoey—MCEDD Update Presentation

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- October 14, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

First Preliminary Draft Review 2015 Budget

Administrative Approvals

- Ratify Wind River Biomass Lease

Staff Reports

- Auditor's Report—September 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Update

New Business:

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: November 10, 2014—3:00 pm—NOTE: This meeting is on a **MONDAY**, rescheduled from November 11, since it is a holiday.

AGENDA
Port of Skamania County, Board of Commissioners
November 10, 2014, 3:00 pm
Regular Meeting (rescheduled from Veterans Day)

Call to Order

Port of Cascade Locks Manager, Paul Koch: One Gorge

Public Comment

Meetings & Seminars Reports

Approval of the Minutes

- October 28, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

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Staff Reports

- 2015 Budget Review
- Facilities Report
- Attorney's Report

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Update
- Cascade Avenue Improvements

New Business: Coal/Oil Trains Increased Activity

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: November 25, 2014—3:00 pm

AGENDA
Port of Skamania County, Board of Commissioners
November 25, 2014, 3:00 pm
Regular Meeting

Call to Order

Public Comment

2015 BUDGET HEARING

Meetings & Seminars Reports

Approval of the Minutes

- November 10, 2014 Regular Meeting

Voucher Approvals

- Approval of Pre-issued General Fund Vouchers
- Approval of General Fund Vouchers

Administrative Approvals

- Resolution 8-2014 Adopting 2015 Tax Levy
- Resolution 9-2014 Adopting 2015 Budget
- Ratify LDB Beverage contract for River Point Building
- Hotel/Motel Funding Requests:
 - △ Cascade Avenue Improvements
 - △ Leavens Point Water Access

Staff Reports

- Auditor's Report—October 2014 Financials

Unfinished Business/Manager's Report

- Tenant Updates
- River Point Building Improvements Update

New Business: Schedule joint meeting with Port of Cascade Locks

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: December 9, 2014—3:00 pm; NOTE: Special Meeting at 1:30 Skamania County Commissioner Board Room. There will be only one meeting in December.

Legal Notice

Port of Skamania County

Special Meeting

There will be a Special Meeting on December 19, 2014, at 1:00 pm at the Port office 212 SW Cascade Avenue, Stevenson, Washington. The purpose of the meeting is to hold an executive session 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, per RCW 42.30.110(c).

Contact: John McSherry, john@portofskamania.org
509-427-5484