

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting and 2013 Budget Hearing
November 27, 2012, 3:00 pm**

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

The **2013 Budget Hearing** was opened at 3:00pm; there was no public comment; closed 3:01 pm.

Attendance: Commissioners WD Truitt, Kevin Waters, and Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Finance Manager Randy Payne, Facilities Specialist Karl Wilkie, Facilities Manager Doug Bill, Auditor Monica Masco, Executive Assistant Julie Mayfield. Guests Chris Brong, Robert Waymire.

Public Comment: Guests Mark and Megan Johnson reported on their hope to re-lease the Old Saloon building, explained their professional backgrounds pertinent to restaurant management, what investments they've recently made in the current business, and what their plans are, if allowed, with future operations at the facility. Several current employees and visitors of the 130 Bar & Grill attended in support of Mark and Megan (left 3:21 pm).

Meetings and Seminars:

Julie and John attended the webinar *20 Ingredients of an Outstanding Downtown* by Destination Development's Roger Brooks at the Hegewald Rock Creek Center. It was hosted by the Port, the Chamber, and the Stevenson Business Association. About 15 people attended.

Commissioner Truitt attended the Community Reception for the library's new Executive Director Nancy Tessman.

Minutes Approval:

*---MOTION--- Commissioner Truitt moved to approve the **November 13, 2012 Meeting Minutes**. Commissioner Bolstad seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **Pre-issued General Fund Vouchers numbered 14572 through 14578 in the amount of \$8,862.58 dated November 21, 2012**. Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 14579 through 14600 in the amount of \$83,217.11 dated November 27, 2012**. Commissioner Truitt seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Bolstad moved to **approve Resolution 10-2012 Accepting and Approving the 2013 Property Tax Levy**. Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to **approve Resolution 11-2012 Accepting and Approving the 2013 Budget**. Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to **ratify Amendment #1 of the Interlocal Agreement between Skamania County and the Port of Skamania for the Wind River Business Park**. Commissioner Bolstad seconded; the motion carried.*

Staff Reports:

Auditor's Report: Presented by Monica Masco

October 31, 2012 Cash Balance is \$1,365,062.74.

Total revenue for October was \$718,748.92 and expenditures were \$333,680.08; netting excess of revenue over expenditures in the amount of \$385,068.84; year-to-date excess revenue over expenditures \$299,140.88.

The Port received the 2nd and 3rd state grant reimbursements totaling \$386,842.75 and the \$170,000 EDC loan for Coyote Ridge Road Project (Cascades Business Park).

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

1. *Tenants update:*

Normandeau will move out of the Tichenor building by the end of the week. They have been a very appreciated tenant. Sawnet will rent the vacated portion of the Red Barn. John showed tenant Slingshot Sports's promotional video to the Commission, which features the Teitzel Building as home to their "made in the USA" products. A WRBP tenant continues to be behind in lease payments. There was discussion about the roof leaks at the River Point building. Doug noted an estimate of \$8.50 to \$12 per square foot for replacement cost.

There was discussion on the current leasee of the Old Saloon Building (One-Thirty Bar and Grill). The Commission agreed they don't want to see jobs lost; they agreed the Port would like to keep the facility open but that there are a lot of details to work out.

2. *Wavebreak:* no update.

3. *Beacon Rock Golf Course:* Responses to the Port's request for proposals are due December 3, 2012, 4:00 pm. Responses will be evaluated by a review committee (Commissioner Bolstad will participate in reviewing the financials; Commissioner Truitt will participate in reviewing other documents).

Commissioner Truitt reported the North Bonneville "Men's Club" expressed concern about the course staying open for play with flags/cups in place and electricity in January. Randy reported an expenses estimate of \$4,000 to \$5,000 in January, including staff wages, mowing and fungicide treatment services, consultant, and utilities fees; revenues from cart storage and honor play will offset expenses.

4. *Wind River Business Park*: John gave an update on the test water well/sewer project. The archaeologist needs to complete the survey work before construction can begin. Ken reported the PUD is reviewing its Bear Creek water system to determine future capital improvement expenses noting an opportunity working with the Port and County Task Force moving forward. The PUD has hired a new manager. The sewer engineer determined a pump station is necessary since the current septic system is too deep. Our goal for the water well is 500 to 1,000 gallons per minute.

New Business:

John noted receiving notice from ALEA of \$24,500 in funding available, from our 2010 application for the Stevenson Waterfront Enhancement Project, which can be used for stand-alone project elements of the 2010 application, or that can be put toward any potential more funding coming in. (Aquatic Lands Enhancement Account)

Julie will set date for the Port's Holiday Open House and let everyone know.

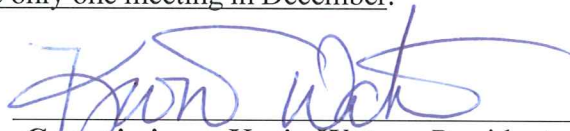
Executive Session: Commissioner Waters called for an Executive Session from 4:40 pm to 4:55 pm for 15 minutes per RCW 42.30.110 (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

*---MOTION--- Commissioner Truitt moved to **authorize Port Attorney Ken Woodrich to file a lawsuit to evict a tenant in default.** Commissioner Bolstad seconded; the motion carried.*

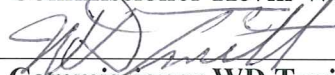
Adjournment: The Chairperson adjourned the meeting at 5:10 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is December 11, 2012, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington. There will be only one meeting in December.

APPROVED BY:



Commissioner Kevin Waters, President (District 3)



Commissioner WD Truitt, Vice-President (District 2)

Commissioner Tony Bolstad, Secretary (District 1)

ATTEST:



Julie Mayfield, Executive Assistant