

**Port of Skamania County
Minutes of the Board of Commissioners
November 8, 2011
Regular Meeting 3:00 pm**

Call to Order: Commissioner Bolstad called the meeting to order at 3:06 pm.

Attendance: Commissioners WD Truitt (arrived 3:40 pm), Kevin Waters, and Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Finance Manager Randy Payne (left 5:05 pm).

Public Comment: None—closed 3:36 pm.

Meetings and Seminars:

Commissioner Waters attended the Chamber Board meeting.

Commissioner Truitt and Ken attended the Wind River Valley water rights meeting at the Department of Ecology in Vancouver.

Minutes Approval:

*---MOTION--- Commissioner Waters moved to approve the **October 25, 2011 Regular Meeting Minutes**. Commissioner Bolstad stepped down and seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 13811 through 13819 in the amount of \$36,310.39, dated November 8, 2011**. Commissioner Bolstad stepped down and seconded; the motion carried.*

Administrative Approvals:

Commissioner Bolstad requested that the Port have a professional surveyor verify that the legal description of the commissioners districts matches the district boundaries shown on the map, as a precautionary measure.

*---MOTION--- Commissioner Truitt moved to approve **Resolution 13-2011 Accepting Re-defining Port Commissioner Districts**. Commissioner Waters seconded; the motion carried.*

Staff Reports:

- **Facilities Report:** Presented by Karl Wilkie.

Karl reported on a docking at Stevenson Landing by the Sea Scouts; the Kubota mower is getting repaired in Hood River; Karl and Doug continue work on the list of improvements as a result of a recent walk throughout the waterfront with John; the Rigging Loft maintenance shop remodel continues; Karl put new padlocks on 126 SW Cascade (“LBH”); gravel was added to the north Tichenor parking area;

irrigation has been drained for the season except for the restrooms; Karl replaced the flag pole lanyard and flag at the Tichenor building in preparation for Veterans day; Karl performed the monthly fire/safety inspection. The City of Camas approved the Port's offer of purchase for their dump truck with plow.

- **Attorney's Report:** Presented by Ken Woodrich.

Meeting with Vancouver Department of Ecology. Representatives from the Forest Service, the Skamania County Public Utilities District (PUD), Skamania County and the Port met with Mike Gallagher, the Water Resource Manager of the Southwest Division of the Department of Ecology (DOE) to discuss the transfer of water rights to serve the public health and safety and to pursue economic development opportunities in the Wind River Valley. Some points of discussion:

- A transfer of water rights is essential to the feasibility of the project for near-term development.
- The Port/County/PUD (the Agencies) intend to work with Wallis Engineering to prepare a feasibility analysis of the project, including a "phased" approach to use existing facilities and water rights to the greatest extent possible and in a manner that satisfies the interests of all parties, while establishing a solid foundation from which to realize future long-term development goals (both job related development and water supply).
- The Agencies will work with the DOE and the Forest Service as this plan is developed to ensure it meets each agency's needs.
- The Forest Service will be reviewing its existing water rights for the Nursery site including the Pacific Crest Field.
- The Port and County will need to work with the Forest Service and Department of Health to address any wastewater system needs.
- Ken emphasized that this is a long-term project, with 6 to 10 years to develop the entire plan.

PUD Meeting on Memorandum of Understanding (MOU). The MOU between the PUD/County/Port is fully signed. MOU acknowledges the need to pursue water rights on the former Wind River Nursery site for public health and safety and to pursue economic development opportunities in the Wind River Valley.

Director's Report/Unfinished Business:

1. *Tenants Update:* Tabled.
2. *Wind River Business Park (WRBP):* see Attorney's report.
3. *2012 Budget Review:* John presented a chart showing the ratio of Port revenues to wages; there was a discussion on the Cost of Living Adjustment and Consumer Price Index; Ken explained that entities such as port districts/PUDs are proprietary agencies, meaning we generate revenues to operate our organizations and that we are unlike cities and counties who rely heavily on tax revenues to operate. John noted the Port's two main functions are to operate and maintain (O&M) existing facilities and to build new infrastructure (projects) to enable business development and growth. To that end, our lease revenues support our O&M and our tax revenues support projects. Commissioner Bolstad requested that Commissioners plan to keep

meeting attendance to a total of four: three meetings per month to support O&M functions and one meeting per month to support projects. Commissioner Bolstad requested an update to the performance indicator graphs that John prepares each year.

4. *126 SW Cascade Avenue (“LBH”) Demo*: John discussed the City of Stevenson’s current Critical Areas Ordinance and how the demolition of the LBH would require offsite mitigation in the future when the site is redeveloped. John presented a handout with graphics showing the size and potential offsite mitigation areas that will be required if LBH is demolished and not immediately redeveloped (replaced with a new structure).

John informed that the City of Stevenson will be revising its Shoreline Master Program and Critical Areas Ordinance in 2012; he stressed the importance of the Port’s input into this planning process to protect the high economic value of our waterfront property. John remarked that the County and private land owners also need to be involved. Ken noted that the ability of the Port to develop the waterfront is vital to the economic viability of the city and that the Port could request that the City of Stevenson “grant credit” for the area occupied by the LBH giving us time to rebuild without having to mitigate.

Strategic Planning:

2012 Capital Projects Budget Planning. It was decided to pursue construction of “Discovery III” in North Bonneville to support expansion requirements of existing tenants instead of purchasing a property for the purpose of a small business development center in Stevenson. (See Unfinished Business for remainder of budget planning)

Direction: Port Goals—Continuing work on Comprehensive Scheme of Harbor Improvement—postponed to next meeting.

New Business: It was suggested we have a “call in” meeting for the second December meeting (27th); will consider again at November 22 meeting.

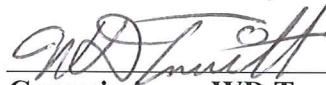
Executive Session: None.

Adjournment: The Chairperson adjourned the meeting at 6:27 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is November 22, 2011, **3:00 pm** (Final 2012 budget hearing) at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

Commissioner Tony Bolstad, President (District 1)



Commissioner WD Truitt, Vice-President (District 2)



Commissioner Kevin Waters, Secretary (District 3)

ATTEST:



Julie Mayfield, Executive Assistant

