

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**June 23, 2015, 3:00 pm**

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

**Attendance:** Commissioners Todd Kingston, Tony Bolstad and Gail Collins; Executive Director John McSherry, Attorney Ken Woodrich, Auditor Monica Masco, Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Facilities Manager Doug Bill. Guests Philip Watness and Richard Rush.

**Public Comment:** Richard Rush noted issues at the Boat Launch: 1) the water has become too shallow for launching and pulling boats out, 2) he'd like the transit docks installed earlier in the season with a windbreaking system, 3) when the docks are removed from the water they take up a lot of parking spaces, he'd like to see them stored elsewhere, 4) he believes swimmers in the boat ingress/egress area are a safety issue, and 5) and parking on the north side is a problem.

John responded discussing the wavebreak that was installed but failed, and the other options the Port proposed to the regulatory agencies including pilings, an "island," riprap. These options were rejected by the agencies (Commissioner Collins requested to see the responses from the regulators) and the Port was directed to install a floating wavebreak, which ultimately failed.

Commissioner Collins requested that the Port add a kayak launch to our projects list and told Richard we will look into what can be done to address these issues. It was noted that in our last meeting the Commission concurred the Port should begin the JARPA process to eventually dredge the Boat Launch area.

**Meetings and Seminars:**

Commissioner Collins, Julie and John attended the EDC's meeting for a presentation by Greater Portland Inc., a site selector and group marketing the Portland MSA. The Port and EDC are joint members.

**Minutes Approval:**

*---MOTION--- Commissioner Bolstad moved to approve the **June 9, 2015 Regular Meeting Minutes**. Commissioner Kingston seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Bolstad moved to approve the **Pre-issued General Fund Vouchers numbered 16494 through 16501 in the amount of \$11,429.55 dated June 17, 2015**. Commissioner Kingston seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 16502 through 16526 in the amount of \$27,400.28 dated June 23, 2015**. Commissioner Kingston seconded; the motion carried.*

### **Administrative Approvals:**

John negotiated a scope of work and fee proposal with CIDA and explained that any revisions CIDA may perform for the new Skye Building Design and Engineering in North Bonneville, outside of the contract, would be on a time-and-materials basis through negotiated change orders. The building will not include air conditioning and is a shell basically—there is no tenant improvement planned.

*---MOTION--- Commissioner Bolstad moved to award the Skye Building Contract for Design and Engineering to CIDA, Inc. for \$100,023. Commissioner Kingston seconded; the motion carried.*

John explained the CERB funding for the new Skye Building in North Bonneville.

*---MOTION--- Commissioner Bolstad moved to authorize John McSherry to sign the CERB Initial Offer of Financial Aid contract of a \$700,000 loan at 2.5 percent interest over 20 years, and a grant of \$300,000, dated May 21, 2015. Commissioner Kingston seconded; the motion carried.*

### **Staff Reports:**

**Auditor's Report:** presented by Monica Masco

May 31, 2015 Cash Balance is \$1,123,766.96.

Total revenue for May was \$87,124.84 and expenditures were \$99,765.75: Netting excess expenditures over revenue in the amount of \$12,640.91; year to date excess expenditures over revenue is \$120,575.84.

Next month's report will include half-year reporting and a quarterly report.

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

1. *Tenants update:* John noted that the Port saved thousands of dollars thanks to Doug installing the new furnaces at the Tichenor Building. John met with Wind River Business Park (WRBP) tenant Last US Bag; they likely will need to relocate before their last year and a half on their lease is over (will assist searching for new tenant). All tenants are current in lease payments. River Point tenant LDB Beverage is processing 1,400 cases per day and running two shifts to fulfill orders; next step will be to produce their own label, and then work on opening their tasting room; the Port continues to work with changes to plans for constructing the restrooms in their office area. LDB has been experiencing difficulty with recreational parking overflowing onto their parking and blocking truck traffic. Karl noted that talking personally with the recreational users usually solves the problems, although there was discussion of painting curbs red and signage of no parking areas. Commissioner Bolstad will work with the kiting community to encourage better parking etiquette. Bruce Nissan of LDB wanted to thank the Commission personally for improving the City waterline to River Point but could not make it to the meeting.

Clark & Lewie's restaurant in the Old Saloon building is open. Silver Star has 120 employees, but is always looking for more talent. John will contact a company that may be able to use the old equipment moved out of Silver Star's space in the River Point building to the Tichenor building.

2. *Cascade Avenue Upgrade Project*: The City of Stevenson's bids came in around \$212,000 over budget. The gap will be made up by TIB (Transportation Improvement Board), Lodging Tax, and city cash. The City awarded the project to Crestline. The Port is working with Sawnet Technologies who will underground our fiber under the railroad beginning on Monday June 29, 2015. Communication among all the affected parties is very important for this project. The first stage has begun with Sawnet undergrounding the fiber and PUD electrical from Russell Street to the end of Cascade Avenue west. There were several incidences of utilities being damaged and area evacuations as a result; affected parties were not notified by the City that this part of the project was beginning.
3. *River Point Building Roof and Improvements*: John and Doug will schedule a preconstruction meeting, which will include the tenants; John will choose a different color than the gray consultant PRC has proposed.
4. *Stevenson Waterfront Enhancement Project*: John, Commissioner Bolstad, or Julie will attend the ALEA funding meeting in Olympia tomorrow; the Legislature still has not passed the budget.

**New Business:** None.

**Executive Session:** None.

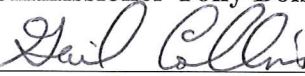
**Adjournment:** 4:31 pm.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is July 14, 2015, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

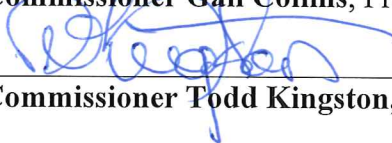
**APPROVED BY:**



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**Commissioner Tony Bolstad**, Vice-President (District 1)



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**Commissioner Gail Collins**, President (District 2)



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**Commissioner Todd Kingston**, Secretary (District 3)

**ATTEST:**



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**Julie Mayfield**, Executive Assistant