

Port of Skamania County
Minutes of the Board of Commissioners
March 25, 2014, 3:00 pm

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

Attendance: Commissioners Kevin Waters and via telephone Tony Bolstad; Executive Director John McSherry, Attorney Ken Woodrich via telephone, Auditor Monica Masco, Executive Assistant Julie Mayfield, Facilities Manager Doug Bill, Facilities Specialist Karl Wilkie, Finance Manager Randy Payne. Guests Paul Spencer (Wind River Biomass), Phillip Watness (*Skamania Co. Pioneer*), Doug McKenzie (Skamania Co. Commissioner).

Public Comment: None.

Meetings and Seminars:

Randy attended the Southwest Washington Ports Finance Group meeting in Woodland.

Julie attended the Aerospace and Defense Conference in Seattle. Julie noted this was a good opportunity to acquaint staff at the WA State Department of Commerce aerospace staff with our area, and get the word out about the UAV industry in the Gorge and share awareness of our properties available. Commissioner Bolstad suggested we market to our local Gorge ports as well.

Minutes Approval:

---MOTION--- *Commissioner Waters moved to approve the **March 11, 2014 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 15569 through 15594 in the amount of \$27,017.48 dated March 25, 2014**. Commissioner Bolstad stepped down and seconded; the motion carried.*

Administrative Approvals: None.

Staff Reports:

Auditor's Report: presented by Monica Masco

February 28, 2014 Cash Balance was \$1,180,836.79.

Total revenue for February was \$68,514.62 and expenditures were \$66,106.78: netting income over expenses for the month in the amount of \$2,407.84.

Commissioner Bolstad requested we look into finding an investment fund that has a better return in the future, when rates get a little better.

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

1. *Tenants update:* John met with Scott Clifford of **Airboat Tours Northwest** to discuss requirements for permitting a vending operation at the Cascade Avenue Boat Launch. The Commission agreed on a temporary agreement as a trial basis, perhaps two months. We need to develop an agreement. It is unlikely all permits will be completed by their April 14, 2014 proposed start date. John is waiting to hear from **Insitu** for the lease extension at the River Point building. A third party, Energy Field Services, will

review the energy use at **Last US Bag** in the Processing Center at Wind River Business Park (WRBP).

2. *Wind River Business Park*: The **Biomass Facility Feasibility Study** draft is being reviewed; input from the Commissioners is requested. Commissioner Bolstad asked what the next steps are. Paul Spencer will be talking to potential investors and looks to move the project forward with incremental developments. John noted the Port will need to know what infrastructure requirements there may be and seek grant funds as needed. John reviewed the Skamania County Commissioner Workshop about WRBP. Doug McKenzie noted that the County directed potential developers to work with the Port since the Port is the manager of the site.
3. *Stevenson Landing Passenger Vessels*: The first docking of the American Queen Steamboat Operating Company's **American Empress**, which will be a practice run, is scheduled for tomorrow.

New Business: John discussed the **Columbia Gorge Economic Development Coalition Charter**. This group is comprised of entities from both Washington and Oregon such as Gorge ports, counties, economic development groups, and businesses who would become a single voice advocating for economic development in the Gorge. This group would take on activities such as pursuing transportation grants for replacing bridges, bi-state agreements for working across borders on such issues as emergency services, etc.

---MOTION--- Commissioner Waters moved to formally endorse the draft version of the Columbia Gorge Economic Development Coalition Charter. Commissioner Bolstad stepped down and seconded; the motion carried.


Executive Session: Commissioner Bolstad called for an Executive Session from 4:17 pm to 4:32 pm for 15 minutes per RCW 42.30.110(c) 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.

The Commission directed John to continue lease negotiations.

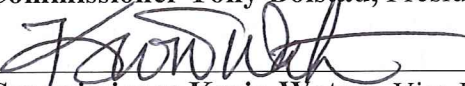
Adjournment: The Chairperson adjourned the meeting at 4:50 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is April 8, 2014 at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.


APPROVED BY:



Commissioner Tony Bolstad, President (District 1)



Commissioner Kevin Waters, Vice-President (District 3)



Commissioner Gail Collins, Secretary (District 2)

ATTEST:



Julie Mayfield, Executive Assistant