

Agenda for Tuesday, May 03, 2005
Klickitat County Port District
1st Regular Monthly Meeting
May 3, 2005 - 4:30 P.M. - PORT OFFICE

AGENDA

PUBLIC COMMENT - Limited to 10 minutes total; (5 minutes per person)

COUNSEL'S REPORT

ADMINISTRATIVE MATTERS

Consent Agenda:

April 19, 2005 Minutes

Vouchers

Financial Statement - February & March

2005 Budget Discussion

Open Filing Period for Candidacy - Port Comm.

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

DALLESPORT INDUSTRIAL PARK:

Crane - Video

MISCELLANEOUS

Joint Mtg - KC BOC/PC - May 26, June 2, 9, or 30, 4pm

Committee Updates

PUBLIC COMMENT - Limited to 20 minutes total; (5 minutes per person)

ADJOURNMENT

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES May 3, 2005 REGULAR SESSION		
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	Commissioners/Staff Present: Port Commissioners (PCs), Norm Deo, Rodger Ford & Wayne Vinyard; Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew. PC/Staff Absent: Port Counsel (Counsel) Teunis J. Wyers Guests Present: Matt Riley (Rapid Readymix), Wayne Wooster (KC Econ. Dev.)	
<u>PUBLIC COMMENT</u>	Chair Vinyard opened the public meeting at 4:32.	
<u>! COUNSEL'S REPORT</u>	Counsel's presence not required.	
<u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u>	Items approved: <ul style="list-style-type: none"> • Minutes of April 19, 2005 • Vouchers #19726-19744; \$28,555.13 • Vouchers #19745-19761; \$6,639.71 PC Ford asked if the Port's engineering costs for the saltcakes could be included in DOE's budget. Exec.D Sherwood will investigate.	<i>Motion Deo/Ford to approve the Consent Agenda as presented. Motion carried.</i>
<u>! Financial Statement - February & March</u>	AAA Drew discussed the cash balances memo noting total liquid funds of \$600,257.67. She discussed the financial statement ending February 28. The balance sheet shows the excess cash receipts over expenditures at (\$10,411.28). She discussed revenue and expense account percentages (actual vs. budget) against the target of 17%. Marine Terminal revenues are at 13% of budget, Sale of Water revenues are at 30%, and Property Rental revenues are at 23%. Total revenues are at 20%. Marina Expenditures are at 10%, Water System Expenditures are at 79% and Property Rentals Maintenance is at 14%. Port Counsel Expense is at 8% and Office Expense-Supplies is at 50%. Total expenditures are at 18% overall leaving a net income of \$10,411.28. She also discussed the financial statement ending March 31. The balance sheet shows the excess cash receipts over expenditures at (\$36,657.32). She discussed revenue and expense account percentages (actual vs. budget) against the target of 25%. Marine Terminal revenues are at 20% of budget, Sale of Water revenues are at 30%, and Property Rental revenues are at 32%. Total revenues are at 28%. Marina Expenditures are at 16%, Water System Expenditures are at 84% and Property Rentals Maintenance is at 22%. Port Counsel Expense is at 17% and Office Expense-Supplies is at 59%. Total expenditures are at 22% overall leaving a net income of \$36,657.32.	

<p><u>! 2005 Budget Discussion</u></p>	<p>AAA Drew discussed the budget spreadsheet error that was discovered in the purchase of fixed asset section on the adopted 2005 budget. The total formula did not include one of the line items. The budget amounts for engineering activities need some adjustment as well, so we will look at revising the budget in June or July.</p>	
<p><u>! Open Filing Period for Candidacy - Port Comm.</u></p>	<p>Exec.D Sherwood noted that the open filing period for candidacy is July 25 through July 29. Discussion followed.</p>	
<p><u>EXECUTIVE DIRECTOR'S REPORT</u> <u>*Bingen Point*</u> <u>! Potential Project</u></p>	<p>Exec.D Sherwood discussed a potential project that would be located at the entry to Bingen Point. The project would use 6.45 acres and provide 14 jobs. Discussion followed. PC Vinyard was in favor of getting the cash flow generated from a leased piece of property that is likely to sit vacant for a long time. PC consensus for Exec.D Sherwood to continue discussion of the project.</p>	
<p><u>! CERB Application - Bldg 1E</u></p>	<p>Exec.D Sherwood reported that Thursday, May 19 is the presentation date for the CERB application in Olympia. She has asked for a grant of \$475,000 and a loan of \$525,000 for a 15,000 sq. ft. building. The remaining \$400,000 would come from port cash and other financing. Insitu would occupy 10,000 sq. ft. and Mtn. Home would occupy the remaining 5,000 sq. ft. of the proposed building. These moves would free up almost 8,000 sq. ft. in Bldg 1A for new tenants.</p>	
<p><u>*Dallesport Industrial Park* (DIP)</u> <u>! Sheep Grazing</u></p>	<p>Sheep grazing for noxious weed control will be occurring at DIP again this year. Tentatively, the sheep will arrive at Dallesport May 10 or 11. It is hoped that by starting earlier this year (1 month), better control of the weeds will be achieved.</p>	
<p><u>! Salt Cakes</u></p>	<p>Exec.D Sherwood discussed the information regarding the salt cakes. Mutual understanding between the port and DOE as to what testing will be done has not yet been achieved. Discussions continue.</p>	
<p><u>! Crane - Video</u></p>	<p>Exec.D Sherwood recorded the collapse and tipping of the crane last week. The project was successfully accomplished by Gary Longfellow, dba Slim's Recycling. She played the video for the PCs and guests.</p>	
<p><u>MISCELLANEOUS</u> <u>! Property Taxes vs. Community Services</u></p>	<p>Exec.D Sherwood discussed a handout she received at the CTED Community Survivor's Conference in March. It presents a comparison of property taxes paid vs. community services received between industrial/commercial and residential uses. Industrial/commercial uses receive \$0.27 in services for every dollar of taxes paid; residential uses receive \$1.17 in services for every dollar in taxes paid.</p>	
<p><u>! Joint Mtg - KC BOC/PC - May 26, June 2, 9 or 30</u></p>	<p>PC Vinyard is available May 26; PC's Deo & Ford will check their calendars.</p>	<p><i>AAA Drew will poll the PC next week.</i></p>

<p><u>! Committee Updates</u></p>	<p><u>AIRPORT</u>: PC Deo had no report. <u>MCEDD</u>: PC Ford attended a meeting April 20. MCEDD will make major changes soon. They will be re-structuring; re-branding and determining in what direction they are going and may hire more personnel. A new goal will be to make more efforts in WA. At the meeting, Steve Sliwa reported that Insitu had just signed two contracts for \$10MM. <u>KC EDA</u>: PC Vinyard had no report.</p>	
<p><u>PUBLIC COMMENT</u></p>	<p>Wayne Wooster introduced himself and briefly discussed his background as working for Golden NW. He was recently hired by the KC Economic Development office and will be working with Dana Peck.</p>	
<p><u>ADJOURNMENT</u></p>		<p><i>Motion Ford/Deo to adjourn at 5:39. Motion carried.</i></p>

Approved on: _____
 submitted _____
 (Date)

Respectfully

Vickie L. Drew, Administrative Assistant

 Dianne Sherwood, Executive Director

 S. Wayne Vinyard, Chairman