

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) Rodger Ford and James Herman; Executive Director (Exec.D) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: PC Wayne Vinyard. Guests Present: Lee Ast, AST Commercial and Norm Deo.	Meeting called to order at 4:36 pm.
Administrative Matters Consent Agenda	Minutes – January 19, 2010 Payroll Vouchers – January 29, 2010 #23476-23496, \$35,275.39 Vouchers – February 2, 2010 #23497-23517, \$39,445.76	PC Herman M, to approve the consent agenda with corrections, PC Ford S. MP
Executive Director's Report: Park & Pet Rules	(Exec.D) Thornsburg presented information from the Port Attorney regarding the limitations on what the Port can do for animal control enforcement. Thornsburg said if someone is denied privileges at the Port, the Port can site the person for trespassing. Thornsburg said he has not received a response back from the animal control officer in Goldendale. Thornsburg said if an animal control officer is used, then the Port could have court, administrative, and legal costs.	By consensus, the PC directed (Exec.D) Thornsburg to modify the animal control rules and present a draft at a future PC Meeting.
DIP Binding Site Plan	(Exec.D) Thornsburg presented a proposed binding site plan for Dallesport. Thornsburg asked if the PC wanted Tenneson Engineering to do a draft update to the binding site plan. Thornsburg said the update would be used for future planning and infrastructure needs and could also help make the website more useful for prospective tenants. Discussion followed.	By consensus, the PC want to wait for PC Vineyard's input before the binding site plan is updated.
Disaster Recovery	(Exec.D) Thornsburg said he received a request from Custom Interface regarding Disaster Recovery. Thornsburg said the tenant would need an area on a short-term basis to bring in portable buildings that would be used as space for office and production in the event something were to happen to one of their buildings. Discussion followed regarding agreement language, giving Port tenants first priority, time frame, what classifies as a disaster, lease rate, etc.	By consensus, the PC directed (Exec.D) Thornsburg to draft proposed language for a short-term lease during an emergency.

<p>Executive Director's Report: cont.</p> <p>Sole Source Contract – Earthwork</p>	<p>(Exec.D) Thornsburg presented sole source contracts for leveling BPT Parcels 13, 16, and 19 and doing prep work for the Harbor Drive realignment project. Thornsburg also presented contracts for doing exploratory work on DIP Parcel 37 (fill will be placed on DIP Parcel 27). Thornsburg said contracts will be paid from money that is currently budgeted for these projects.</p>	<p>PC Herman M, to accept the sole source contracts for earthmoving at BPT and DIP, PC Ford S, MP.</p>
<p>DIP Power Update</p>	<p>Thornsburg said the PUD has received the remaining materials they need to bring the Dock Rd feed line to Dallesport live. Thornsburg said the overhead lines across Parcels #24, 25, & 26 will then be removed. Thornsburg said the PUD is still working on circuits and making improvements at DIP.</p>	
<p>Advertising</p>	<p>Thornsburg presented the advertising information for the Gorge Guide (a 1/6 of page is \$740.00 dollars). Thornsburg said that advertising in the Gorge Guide might get the attention of someone who is attracted to the Gorge's quality of life. PC Ford it would be a benefit if the Chamber is also including the Gorge Guide in packets they send out. Discussion followed regarding supporting the Chamber on their page of the Gorge Guide if they cannot find anyone else to partner with them.</p> <p>Thornsburg said there is also an opportunity to advertise in the Empire Builder Magazine which is distributed on Amtrack. Thornsburg said Mike Cannon, KC EDA, is willing to partner with the Port and advertise in the Empire Builder. Thornsburg said the Port's portion for the Empire Builder Magazine ad would be \$540.00.</p> <p>Lee Ast, AST Commercial, said that Gorge Magazine is also popular. Ast said it is printed quarterly and is in businesses and restaurants. Ast said he would also like the Port to consider advertising with the Gorge Technology Alliance.</p> <p>PC Herman said the Port's website is going to be a valuable advertising</p>	<p>By consensus, the PC declined to place an ad in the Empire Builder.</p> <p>By consensus, the PC declined to place an individual ad in the Gorge Guide.</p> <p>By consensus, directed (Exec.D) Thornsburg to place a cooperative ad with Chamber of Commerce in the Gorge Guide for \$200.00.</p> <p>By consensus, the PC directed (Exec.D) Thornsburg to investigate advertising in the Portland Business Journal and the Puget Sound Business Journal.</p>

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Executive Director's Report: cont. Airport Update	Norm Deo said he will attend the Airport meetings and give the PC a brief report about the airport meetings. PC Deo said new officers were appointed. Deo said there was discussion regarding the golf course project. Deo said the lease agreement between Klickitat Co. and the City of The Dalles was extended. Deo said the Water Master Plan is 57% complete.	
BPT Water Line Repair	(Exec.D) Thornsburg said that a leak was discovered in the 6" water line on Lakeview Road and the repair has been made.	
WEDA Membership	(Exec.D) Thornsburg said that membership in WEDA has been put on hold because there might be Legislative changes regarding future funding for WEDA.	
Payroll Changes	(Exec.D) Thornsburg said in July 2010 there will be an administrative change to the dates payroll checks will be issued.	
DIP Dock Sign	(Exec.D) presented a draft for a sign at the DIP Dock. Thornsburg said the Port has a sign in storage that was removed from Maple Street. PC Ford said the Port sign on Dow Rd should be repainted.	By consensus, the PC directed (Exec.D) Thornsburg to get quotes to letter the sign for DIP Dock.
Committee Reports	<p>PC Herman: nothing</p> <p>PC Ford: nothing</p> <p>PC Vinyard: nothing</p> <p>The WPPA Commissioners Seminar will be July 25-27, 2010 and PC Herman said he will check his calendar and see if he can attend. PC Herman said the WPPA meeting in Seattle was very beneficial.</p> <p>(Exec.D) Thornsburg said that on February 11th the WPPA will hold another legislative meeting in Olympia regarding the issues that have come out of committee.</p>	

Web Site	(Exec.D) Thornsbury showed the most recent updates to the new website regarding property searches, history photos, past Port Commissioners, and staff. Thornsbury said minutes and agendas can now be accessed from the new website. Thornsbury said he will issue a press release when the website is finished and ask for history information from community members.	
Public Comment	<p>Lee Ast, AST Commercial, said the new website looks great.</p> <p>Norm Deo is impressed with the new website. Deo commented how important it is for the Port to keep updating their binding site plans. Deo said the City of Bingen is working on a program with students from Columbia High School and has made a student honorary councilmember. Deo said the students also attend the Bingen City Council meetings.</p>	
Adjournment	PC Ford adjourned the PC Meeting at 6:54 p.m.	

Approved on FEBRUARY 16, 2010
(Date)

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

/s/ MARC D. THORNSBURY
Marc Thornsbury, Executive Director

/s/ RODGER FORD
Rodger Ford, President