

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	<p>Commissioner/Staff Present: Port Commissioners (PCs) James Herman and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Excused: PC Rodger Ford. Guests Present: Brad Roberts, Rivermile 172 and Scott Pimley, Insitu.</p> <p>PC Vinyard stated the PC Rodger Ford is not in attendance due to medical reasons.</p>	<p>Meeting called to order at 4:38pm.</p> <p>PC Vinyard M, to excused PC Ford per RCW 53.12.140, PC Herman S. MP.</p>
Administrative Matters Consent Agenda	<p>Minutes – February 16, 2010 – PC Vinyard withdrew the minutes and said they will be approved when PC Ford is in attendance.</p> <p>Minutes – March 16, 2010 Wire Transfer – March 30, 2010, BNSF Property Acquisition \$36,704.96 Payroll Vouchers – March 31, 2010, \$11,254.30 Vouchers – April 6, 2010, #23609-23637, \$34,710.70</p>	PC Herman M, to approve the consent agenda, without the February 16 th minutes, PC Vinyard S. MP
Executive Director's Report: Web Site Deployment	(Exec.D) Thornsburg said he is postponing rolling out the new website due to the State Auditor's Office recommendation that all changes to agency web sites available to the public be tracked and recorded. Thornsburg said he wants to wait until the website is closer to completion so as to avoid this additional overhead.	
Building 1E Tenant Improvements	Scott Pimley, Insitu, presented proposed tenant improvements to Building 1E. (Exec.D) Thornsburg requested electronic copies and said he will have the designs reviewed and get back to Pimley.	
Fire Alarm Contract Award	(Exec.D) Thornsburg presented an analysis from the four responses to the RFP for fire alarm monitoring. Thornsburg made his recommendation to hire Performance Systems Integration.	By consensus, the PC agreed to have (Exec.D) Thornsburg hire Performance Systems Integration for fire alarm system monitoring.

Executive Director's Report: cont.. BPT Binding Site Plan Update	(Exec.D) Thornsburg presented information regarding addressing BPT properties and proposed road name changes. Thornsburg said this binding site plan update is driven by the changes to Harbor Drive. The proposed road name changes are: Shore Dr. to South Maple St, Lakeview Dr. to East Marina Way, North Harbor Dr to South Lakeview St, and South Harbor Dr to South Shortt St, the latter as a tribute to a former Executive Director Brian Shortt who was instrumental in getting the Bonneville Dam Nav Lock spoils for Bingen Point. Thornsburg said the proposed addressing grid is consistent with the City of Bingen's current addressing plan. Thornsburg also explained lot line changes.	By consensus, the PC approved the overall binding site plan update.
Equipment Rental Resolution	(Exec.D) Thornsburg said this resolution is being prepared from early discussion at a PC meetings. Thornsburg said this resolution would give our tenants the opportunity to lease Port equipment that will be used on Port property. Thornsburg said the rates will be adjusted according to market rates. Discussion followed.	
Animal Control Resolution	(Exec.D) Thornsburg said the Animal Control Resolution will be discussed when PC Ford is back.	
Cross-Connection Control Resolution	(Exec.D) Thornsburg is working on a revision to the current cross-connection control resolution and it will be presented at a future meeting. Discussion followed.	
Disaster Recovery Resolution	(Exec.D) Thornsburg presented a draft resolution regarding allowing tenants to site temporary buildings at the Port if a disaster were to occur at their current location. Discussion followed. Thornsburg asked the PC for any input and changes. Resolution will be adopted at a future meeting.	
Water Rates Resolution	(Exec.D) Thornsburg said the resolution has the correct rates for 2010 and a change in the standpipe and hydrant charges. Thornsburg said the fees have been modified to correspond to the PUD's fees. Thornsburg asked the PC for any input and changes. The resolution will be adopted at a future meeting.	

Executive Director's Report: cont.. Target Tenant Types (Market Rates)	(Exec.D) Thornsby asked the PC if they want to hire a consultant to do a market rate analysis. Thornsby wanted to know if the PC wants an analysis to be done in-house, with neighboring Ports, or regionally. Discussion followed. Brad Roberts, Rivermile 172, said when he had a market analysis done, they went with Portland information because there were not enough comparable industrial properties to work with here. Roberts also said by the Port leasing space for a lower price than the private sector brings other support businesses to the area and benefits the community.	By consensus, the PC directed (Exec.D) Thornsby to find out the cost of hiring a consultant to do a market analysis.
Property Leveling Project	(Exec.D) Thornsby said the property leveling project is completed. Thornsby said the projected took longer to complete than projected and cost more than what was budgeted. Thornsby said he will start working with Tenneson Engineering on the bid documents for the Harbor Drive Realignment Project.	
DIP Water System Analysis Building Type and Location	(Exec.D) Thornsby presented the report from John Grim with four options regarding the DIP Water System modifications. Discussion followed. Thornsby asked the PC if the booster pump station should be abandoned, in light of the report. Thornsby said that DIP building owners would have to provide their own booster pump at their building if it needed a higher pressure that what the Port can provide. PC Vinyard would like to see money spent on a back-up generator. Thornsby talked about the current location of the booster pump station and the current road configuration. Thornsby talked about the benefits of tablet chlorination versus liquid.	By consensus, the PC approved moving ahead with plans to abandon the booster pumps and add a new structure, tablet chlorination, and generator at DIP Well #2.
Local Match Funds for SR 35 Project	(Exec.D) Thornsby said that because PC Ford is not present, there is no need for further discussion and the previous PC vote stands.	
Cemex Lease	(Exec.D) Thornsby said that information necessary for discussion was not available as expected.	
Prospective Tenant at DIP	(Exec.D) Thornsby said there is a prospective tenant who would like to lease space for six months at DIP on Parcel #46.	
Underground Specialties Lease	(Exec.D) Thornsby presented a draft addendum for extending	

	Underground Specialties lease.	
Executive Director's Report: cont.. BNSF	(Exec.D) Thornsby said the BNSF property has been acquired.	
Water Right	(Exec.D) Thornsby presented a letter from WA State Dept of Ecology regarding a water right application. Thornsby said the original application was applied for in 1994 for domestic and industrial water. Thornsby said that the DOE is asking for information regarding applications that are for domestic use and the Port has to respond back by April 15, 2010. Discussion followed. Thornsby said he will talk with John Grim and Dept of Ecology and find out the best way to respond to DOE.	By consensus, the PC does not want to give up the water right application that was applied for in 1994.
Street Stripper	(Exec.D) Thornsby said the street stripper agreement with Bingen and White Salmon is ready for signature and a bid will go out soon.	
Infrastructure	(Exec.D) Thornsby said the Port may have an opportunity to acquire some state funds for infrastructure. Thornsby asked the PC if they would like to push back the Harbor Drive Project by one month to allow time to pursue the funds to bring water and franchise utilities down Harbor Drive.	By consensus, the PC directed (Exec.D) Thornsby to pursue additional funds for Harbor Drive water and franchise utilities.
Committee Reports	<p>PC Herman: nothing</p> <p>PC Ford: nothing</p> <p>PC Vinyard: nothing</p> <p>Scott Pimley, Insitu, said there is a three-day anti-war seminar that will be held April 16, 17, and 18 at the Hood River Inn. Pimley said there maybe a march on April 19th at the Port of Klickitat.</p> <p>Brad Roberts, Rivermile 172, said he would be interested in partnering with the Port if water and franchise utilities are installed along Harbor Drive. Roberts also said that the waiting list for boat slips at the Port of</p>	

	Hood River is very large. Thornsburg said he talked with people from the State Parks in Olympia about funding some marina infrastructure.	
Public Comment	None presented.	
Adjournment	PC Ford adjourned the PC Meeting at 7:17p.m.	

Approved on 4-20-10
(Date)

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

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

/s/ JIM HERMAN
James Herman, Secretary