

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman; William Schmitt; and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury; Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler, and Port Consultant Byron Hanke, <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> Brad Roberts, Rivermile 172; Marsha Holliston, Mt. Adams Chamber; Steve Gibson, Business Partners; Bill Werst, Business Partners; Lloyd Dekay, Business Partners; Jeff Pickhardt, Taylor Pickhardt Development; Lee Ast, Ast Commercial Real Estate; Greg Colt; Scott Pimley, Insitu; and Todd Anderson.	Meeting called to order at 4:33pm.
<b>Administrative Matters</b> Consent Agenda	Minutes – July 20, 2010 Minutes – August 10, 2010 Payroll Vouchers – August 16, 2010 #23906-23915, \$8,192.48 Vouchers – August 17, 2010 Void #23876 and Reissue #23916 Vouchers – August 24, 2010 #23917-23927, \$5,611.06  PC Herman requested clarification of the ICE letter. (Exec.D) Thornsbury said a letter went out to ICE at the request of the Commission releasing them from their lease for 1A-D if it can be rented prior to November 2010 and for Bldg 1B once ICE vacates and returns the building to the Port in proper condition.  (Exec.D) Thornsbury said the correction to the minutes for the August 10 <sup>th</sup> meeting stating that the August meeting dates should have been included was in error as the August meeting date changes were part of the July 20 <sup>th</sup> meeting minutes.	PC Schmitt M, to approve the consent agenda, PC Herman S, MP  PC Schmitt M, to revoke amendment of August 10, 2010 minutes and approve as written with no changes, PC Herman S. MP.
Resolution No. 11-2010 Rate Escalation	PC Vinyard explained that the resolution will act as a policy for setting annual escalation rates for tenants based on the Consumer Price Index.	PC Schmitt M, to adopt Resolution 11-2010 Rate Escalation , PC Herman S, MP

<p><b>Executive Director's Report:</b> Development Proposal – Bingen Point</p>	<p>(Exec.D) Thornsbury introduced Jeff Pickhardt, Taylor Pickhardt Development. Pickhardt discussed site selection for a tenant he is working for that is interested in a 35,000 sq.ft. facility that would have about 75 jobs. Pickhardt said the tenant would like to have occupancy by the end of 2011. Discussion followed on Bingen Point lots 1 through 8, and lots 10 through 18 along with current elevations. The Commission commented that a lower lease rate could be charged if infrastructure improvements were made.</p>	
<p>Sailboard Park Improvement Proposal</p>	<p>Steve Gibson, Business Partners, talked about making improvements to the Sailboard Park to improve recreation. Gibson said Sailboard Park was once a popular beach for windsurfing. Gibson said he would like to have a volunteer group remove weeds and blackberries, prune trees, and remove sharp rocks from the beach. Gibson presented letters of support for the improvements to the park from Columbia Gorge Kite Boarding Assn. and from Columbia Gorge Windsurfing Assn. Gibson said there may be funds available to help construct a restroom facility and enhancements. PC Vinyard said improvements were made to the sailboard park and the high level of the Columbia River has eroded the sand from the beach. PC Vinyard said the Port has worked to get a dog resolution and has been maintaining the grass area for years for public and recreation users. PC Vinyard said in 1995 when the Port constructed building 1A the windsurfing community organized opposition to stop the construction of future buildings at the Port (even after the Port had invested funds to improve the sailboard park) because they believed the buildings would affect the wind.</p>	<p>By consensus, the PC would like Steve Gibson to work with (Exec.D) Thornsbury on the improvements of the sailboard park.</p>
<p>BPT Point Photo Shoot</p>	<p>(Exec.D) Thornsbury introduced photographer John Laptad who requested permission to do a photo shoot on Bingen Point Lot 35. Laptad said he would like to shoot a camping scene and would start at dawn and be finished by 9am on 08/26/10. Laptad said he has done photo shoots before at the Port and would like to give the Port an image that can be used on the Port's website.</p>	<p>By consensus, the PC agreed to allow John Laptad to do a photo shoot at the BPT Sailboard Park and provide an image for the Port to use on its website.</p>

<p><b>Executive Director's Report: cont.</b> Building 1B – Prospective Tenant</p>	<p>(Exec.D) Thornsbery presented a proposal from Ast Commercial for a proposal for leasing Building 1B. Discussion followed on the items in the proposal.</p>	<p>By consensus, the PC directed (Exec.D) Thornsbery to arrange a walk through of Building 1B and agree to the terms of the proposal with the following modifications: Rental rate of .55 per sq. ft; Sub-lease only within the parent company; No broker's commission to be paid by the Port; and state law prohibits meeting the confidentiality request.</p>
<p>Harbor Drive Improvement Project</p>	<p>(Exec.D) Thornsbery said a preconstruction meeting was held today and the construction start date will be September 7<sup>th</sup>.</p>	
<p>Deposit/Performance Guaranty Policy</p>	<p>(Exec.D) Thornsbery said he wanted to clarify from last meeting that the PC would like to require three months rent as a security deposit in cash or cash bond and the PC will review each lease to determine the amount for a performance guaranty.</p>	
<p>Tenant Improvements- Building 1D</p>	<p>(Exec.D) Thornsbery said Scott Pimley, Insitu, has no information to discuss tonight.</p>	
<p>Dallesport Terminal Operating Policy</p>	<p>(Exec.D) Thornsbery items for the Log Yard Lease:</p> <p>Wharfage will be increased by CPI plus 1% each year until 2040.</p> <p>Tenant shall be responsible for controlling road and yard dust with the exception of dust created when loading bark for removal.</p> <p>Bark loading structure is owned by the Dallesport Log Yard and is not the responsibility of the Port. Tenant must move the structure if another party is going to use parcel 45 (the barge dock area).</p> <p>Scheduling is not required at this time unless another party is using</p>	

<p><b>Executive Director's Report: cont.</b> Dallesport Terminal Operating Policy</p>	<p>parcel 45 (the barge dock area).</p> <p>An estimate is needed of the cost to repair the metal edge along the dock face and the holes in the asphalt so that a budget for repairs can be developed.</p>	
<p>Future Development</p>	<p>(Exec.D) Thornsby said he sent an email to Jason Spadero at the request of the Port Commission and reported that Spadero had not responded back. Discussion followed.</p>	<p>PC Vinyard M, to withdraw offer to sell property to SDS due to lack of progress and interest and direct (Exec.D) Thornsby to send a letter to SDS. PC Herman S. MP</p> <p>By consensus, the PC directed (Exec.D) Thornsby to contact Pickhardt and discuss BPT parcels 14 and 15 for possible development.</p>
<p>WPPA Environmental Seminar</p>	<p>(Exec.D) Thornsby said WPPA will be holding an Environmental Seminar on Oct 7<sup>th</sup>. Thornsby said there will be discussion on storm water guidelines and policies affecting Ports on the Columbia River.</p>	<p>By consensus, the PC would like (Exec.D) Thornsby to attend the WPPA Environmental Seminar.</p>
<p>EPA Salt Cake Clean Up</p>	<p>(Exec.D) Thornsby said that the EPA clean up of the Salt Cake site is finished and Washington Dept of Ecology will continue with testing.</p>	
<p><b>Miscellaneous</b> Committee Updates</p>	<p>Herman: PC Herman said he will be gone from September 14<sup>th</sup> to October 1<sup>st</sup>.</p> <p>Schmitt: PC Schmitt said he will be gone the week of September 13<sup>th</sup>.</p> <p>Vinyard: PC Vinyard said his next EDA meeting will be September 9<sup>th</sup>.</p> <p>PC Vinyard wanted to know if there were any improvements that need to be made on Lot #46 for the people of the Queen of the West to improve the site where they land.</p>	

