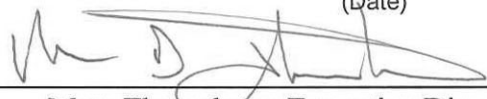


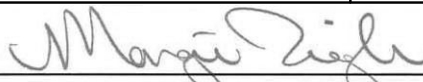
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (Exec.D) Marc Thornsburg and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> None.	Meeting called to order at 4:50pm.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – October 2, 2012.  Vouchers – October 4, 2012 #24954, \$7,281.68.  Vouchers – October 16, 2012 #24955-24975, \$157,573.83.	PC Schmitt M, to approve the October 2, 2012 minutes, PC Herman S, MP 3-0.  PC Herman M, to approve the vouchers, PC Schmitt S, MP 3-0.
<b>Old Business</b>  Lot 24 Lease	(Exec.D) Thornsburg said changes with the exception of vacancy have gone out. Thornsburg presented the 35 comments received from Trammel Crow and his response. Thornsburg said there will be a conference call tomorrow and asked if the PC had any comments. PC Schmitt agreed with Thornsburg's response. PC Herman asked about the reporting requirement for the cost of the improvements. Thornsburg said the Port is asking for the cost of the improvements as it did with Underwood Fruit when they built in Dallesport. Thornsburg said the conference call will provide an opportunity to talk about why the items need to be changed and to shed some light on any underlying concerns. Discussion followed.	
<b>New Business</b>	None.	
<b>Executive Director's Report</b>  BP Infrastructure Project	(Exec.D) Thornsburg said the project is moving forward and gave an update on the utility work. Thornsburg said progress has slowed because the contractor hit rock and at the East end of Marina Way. Thornsburg talked about the lift station and how it was built with capacity to handle	


<b>Executive Director's Report cont...</b>	Bingen Point when it is built out. Thornsbery said the gas line service should be complete by Thursday and gas restored to the tenants.	
BP Infrastructure Project continued...	Thornsbery said the biggest challenge is going to be telco fiber that will need to be shifted while live. Thornsbery said the weather has turned and they are working hard to get everything completed by the first week of November.	
Community Meetings	(Exec.D) Thornsbery said he attended the Snowden and Trout Lake Community Council meetings with PC Vinyard and attended the Appleton Fire Commission and Dallesport Community Council meetings with PC Schmitt. Thornsbery said he will attend Bingen this evening and White Salmon tomorrow night with PC Herman. Thornsbery said he will also be attending the Lyle and Klickitat Community Council meetings with PC Schmitt.	
101 Parallel Building	(Exec.D) Thornsbery said he met with Randy Salisbury, DSP Architecture, and they talked about the best ways to utilize the space and meet EDA's requirements. Thornsbery said Salisbury will come up and take measurements and then develop make a rough design for further consideration.	
Lot 34	(Exec.D) Thornsbery said the utilities are in and the Port will not have any further involvement.	
<b>Commissioners Reports:</b> Committee Updates	<p>PC Vinyard said the community meetings in Snowden and Trout Lake were well attended and they had positive questions.</p> <p>PC Schmitt said the Appleton Fire Commission meeting attendees were curious and positive about what the Port is doing. PC Schmitt said the Dallesport meeting was well attended. PC Schmitt said some people were happy with what the Port is doing and a couple people want to see more going on at DIP and they are right that the DIP looks the same as it did 30 years ago. PC Schmitt stayed after and talked with the people who had concerns. PC Schmitt said the community meetings are great and the outreach is good. (Exec.D) Thornsbery said he did not feel people were dissatisfied with the Port as much as generally frustrated that businesses</p>	

<p><b>Commissioners Reports: continued...</b></p> <p>Committee Updates continued...</p>	<p>have not wanted to locate at DIP. Discussion followed regarding the changes that have taken place at DIP over the years.</p> <p>PC Herman said he feels the Port is very lucky to have PC Vinyard because he knows so much history. PC Herman said he wants there to be a period of time set for leaving portions of Building 1A vacant and available. (Exec.D) Thornsberry said he has had someone inquire about the space already, but the space was too large. Thornsberry said from an economic development standpoint, a rule of thumb is that you should have 15% to 20% of your total space available for new tenants. PC Vinyard said he has also heard that if you have less than 5% vacant, it may be a sign that your rates are too low. PC Vinyard said the Port has worked hard for so many years to bag the big tenant, and now that we've done that, we need to be happy with our success and start working on diversification. Property east of the DIP barge dock was discussed.</p> <p>(Exec.D) Thornsberry said he will be attending the WPPA Small Ports October 25-26, 2012 in Leavenworth.</p>	
<p><b>Public Comment</b></p>	<p>None.</p>	
<p><b>Adjournment</b></p>	<p>PC Vinyard adjourned the PC Meeting at 5:59pm.</p>	

Approved on November 6, 2012  
 (Date)

  
 Marc Thornsberry, Executive Director

  
 Margie Ziegler, Administrative Assistant

  
 Jim Herman, Secretary