

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<p>Attendance</p>	<p>Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsby; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Gene Mildren, Mildren Design Group; Louis Fontenot Jr., Trammel Crow Co; and Julie Korenko, Insitu.</p>	<p>Meeting called to order at 4:32pm.</p>
<p>New Business Lot 24 Plan Review</p>	<p>Gene Mildren, Mildren Design Group and Louis Fontenot Jr., Trammel Crow Co presented changes to the site plan for Lot 24. Mildren talked about traffic flow, views, colors, building entrances, exterior paint, and landscape and lighting plans. Mildren said lighting is governed by the Washington State Energy Code. Mildren pointed out the color of the building has been revised. Mildren explained the concrete panels and the benefit of using reliefs to reduce the appearance of flaws. He also noted that cultured stone will be installed on the walls in the entrance area below the living roof.</p> <p>PC Schmitt joined the PC Meeting via teleconference at 4:57pm. PC Schmitt asked about the use of concrete for portions of the parking and truck areas. Fontenot said they needed to increase the solar reflective index of pavement by using concrete and Korenko said they needed a surface that will hold up to heavy traffic. Fontenot agreed to limit the concrete areas to within ten feet of the lot line and use asphalt aprons.</p> <p>(ED) Thornsby suggested an additional light be installed at the southeast corner. Mildren agreed, provided the extra light does not violate the Washington State Energy Code. PC Schmitt said he reviewed the packet and does not have any other objections to the plan and agrees with (ED) Thornsby's recommendations.</p>	<p>PC Herman M, for approval of the Lot 24 plans, excluding exterior signage, and colors/materials contingent upon corrections to the lighting on the southwest parking area and using asphalt for the approaches to the concrete areas up to 10 feet inside the property line. PC Schmitt S, MP 3-0.</p>

<p>New Business continued... Lot 24 Plan Review continued...</p>	<p>PC Vinyard noted the proposed exterior signage was larger than that allowed under the CC&Rs. (ED) Thornsbury suggested the CC&Rs be adjusted to take into consideration larger buildings. Discussion followed regarding methods for calculating sign size including using maximum height and width and coverage of the mounting surface. (ED) Thornsbury suggested a maximum of 75 sq. ft. based on coverage of the mounting surface. PC Schmitt stated his concern over allowing too big a sign regardless of building size. Mildren noted some municipalities limit signs to a size calculated on the length of the structure. PC Herman suggested 100 sq. ft. based on maximum height and width. Mildren explained the proposed sign would be back lit letters in stainless.</p>	
<p>Administrative Matters Approval of Minutes Approval of Vouchers</p>	<p>Minutes – February 19, 2013 Payroll Vouchers – March 5, 2013, D10657-D10672, #25157-25158, \$11,139.77. Vouchers – March 6, 2013, #25159-25180, \$12,084.57. Payroll Vouchers – March 20, 2013, D10673-D10679, #25181, \$9,030.92. Vouchers – March 19, 2013, #25182-25194, \$10,126.43.</p>	<p>PC Schmitt M to approve the minutes with changes, PC Herman S, MP 3-0. PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.</p>
<p>Old Business Marina Park Parking Plan</p>	<p>(ED) Thornsbury presented a draft parking design that addresses the issues and concerns previously raised by the PC. Thornsbury said if the design is acceptable then it will be posted on the Port website and a press release issued to solicit public comment. Thornsbury stated that after the comment period ended, the PC could formally adopt the design. Thornsbury said one of the problems with this design is the inability to see if there are available trailer parking spaces before launching a boat.</p>	

Old Business continued... Marina Park Parking Plan continued...	Thornsbury said a simple counter could be installed to notify boaters if spaces are available and explained how it would work.	
EPA RAMCo Cleanup	(ED) Thornsbury stated Port Counsel is preparing a response to the EPA demand letter. Thornsbury said he and Port Counsel are looking into options to minimize the cost to the Port. Discussion followed.	
Marina Design	(ED) Thornsbury presented a preliminary Marina Design plan and asked if this plan should be submitted for public comment at this time. PC Herman asked if there is funding available. Thornsbury said the next time the Port could apply for grant funding would be in 2014.	By consensus, the PC approved presenting the preliminary Marina Design Plan for public comment.
Executive Director's Report Building 1A-Suite B	(ED) Thornsbury noted Building 1A-Suite B repairs have been completed and the space is ready to be leased. Thornsbury said he will advertise the space on the Port's website and other industrial property listing sites.	
Well Decommissioning	(ED) Thornsbury said the resource protection wells have been decommissioned and will be documented.	
Utility Relocation Engineering	(ED) Thornsbury said he is finalizing a contract with Tenneson Engineering for the gas and power relocation project along the west side of Bingen Harbor so it can go out for bid.	
Bingen Lake	(ED) Thornsbury said he has received confirmation from the Dept of Ecology stating Bingen Lake is not a state shoreline.	
Ordinary High Water Mark	Thornsbury said information has been submitted to the Dept of Ecology regarding establishment of a presumptive ordinary high water mark at Bingen Point and is under review.	
Commissioners Reports	None	
Public Comment	None	

Adjournment

PC Vinyard adjourned the PC Meeting at 6:04pm.

PC Schmitt M to adjourn the meeting,
PC Herman S, MP 3-0.

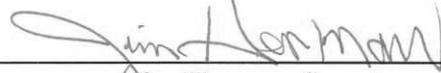
Approved on April 2, 2013
(Date)



Marc Thornsbury, Executive Director



Margie Ziegler, Administrative Assistant



Jim Herman, Secretary