

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) William Schmitt, and Wayne Vinyard; Executive Director (ED) Marc Thornsby; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. <b>PC/Staff Absent:</b> (PC) James Herman. <b>Guests Present:</b> Tamara Kaufman, Mt Adams Chamber; Paul Koch, Port of Cascade Locks; Marsha Holliston; Jan Breeding, City of Bingen; Joanne Gallagher, Mt Adams Chamber and Fred Simonson, Mt Adams Chamber.	Meeting called to order by PC Vinyard at 4:30pm.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – March 18, 2014  Accounts Payable – March 20, 2014 #25620-25621, \$1,723.00.  Accounts Payable – March 28, 2014 #25622, \$23,604.00.  Payroll Vouchers – April 7, 2014 #D10946-D10961, #25623, \$12,341.30.  Accounts Payable – April 8, 2014 #25624-25644, \$16,379.38.  Accounts Payable – April 17, 2014 #25645-25647, \$1,649.18.  Payroll Vouchers – April 21, 2014 #D10962-D10968, #25646, \$9,819.74.  Accounts Payable – April 25, 2014 #25648-25666, \$25,474.95.  Payroll Vouchers – May 5, 2014 #D10969-D10980, #25667, \$10,762.16.	PC Schmitt M to approve the minutes, PC Vinyard S, MP 2-0.  PC Schmitt M to approve the vouchers, PC Vinyard S, MP 2-0.


<p><b>Administrative Matters cont...</b></p> <p>Resolution 3-2014 Water Loss Credit</p>	<p>Accounts Payable – May 02, 2014 #25668, \$1,231.80.</p> <p>Accounts Payable – May 06, 2014 #25669-25686, \$13,864.22.</p> <p>(ED) Thornsbery described the Resolution for Water Loss Credit for water leaks. Thornsbery explained there has been a customer water loss at DIP, but the Port does not currently have a policy in place. Thornsbery noted that said we looked at three areas for leaks: seeing a leak, high water bill and water used by the Port for repairs or an issue with the water system. Thornsbery talked about the direct variable cost of water is estimated at 20%. PC Schmitt said he would like to change it to 25% because of wear on the water pumps.</p>	<p>PC Schmitt M to authorize (ED) Thornsbery to issue a credit consistent with the proposed modified policy, PC Vinyard S, MP 2-0.</p>
<p><b>Old Business</b></p> <p>DIP Lot 40 Lease Amendment</p>	<p>(ED) Thornsbery presented a copy of the lease amendment that expands the area covered by the Lot 40 lease and extends the initial term of the lease for ten years. Thornsbery asked if the Commission had any questions regarding the amendment. There were no questions.</p>	<p>By consensus, the PC authorized (ED) Thornsbery to proceed with the lease amendment.</p>
<p><b>New Business</b></p> <p>Presentation on Columbia Gorge Economic Development Coalition.</p>	<p>Tammara Kaufman, Mt. Adams Chamber, talked about forming a new group in the Gorge that would bring together private businesses, ports, chambers of commerce, and other entities to engage in state and federal lobbying efforts on behalf of issues affecting the region. Kaufman said the Chamber has a contract with Klickitat County to work on economic development and stated that she has been asked by local businesses to be more involved in economic issues.</p> <p>Paul Koch, Port of Cascade Locks, talked about the Gorge Commission, the issues faced by the City of Cascade Locks, and the problems with the Bridge of the Gods. Koch said the Port of Cascade Locks started looking to others for support and the idea for a coalition was formed. Koch said it will be a voluntary organization that will function as an advocacy group and develop strategies for economic development in the scenic area.</p>	

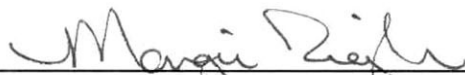
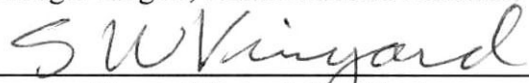
<p><b>New Business cont...</b></p>	<p>Kaufman talked about the meeting that was held in White Salmon on April 16 and stated that some entities may choose not to participate in the coalition. She expressed her hope that if the Port does not choose to join the group, it will attend future meetings regarding education and housing. Kaufman said the overpass project at Bingen Point is important and the coalition would like to help get that project completed. Kaufman said the overpass is the top priority in the Mid-Columbia Economic Development District's Comprehensive Economic Development Strategy (CEDS).</p> <p>PC Vinyard said there are no boundaries between the communities in the Gorge and noted that while there are personal needs people have, the Port Commission has to do what is best for the Port. He added that he has been on the Port Commission for twenty years and it has taken considerable discipline, and the support of Klickitat County, to get the Port to where it is today. Vinyard reminded those in attendance that the Port has a limited budget and staff and must be mindful of staff involvement and what that costs the Port.</p> <p>Kaufman said Mary Margret Evans, Insitu, is part of a smaller group that is working on developing fact sheets that will assist in presenting Columbia Gorge region issues to lobbyists and legislators.</p> <p>Koch stated the Port of Hood River and the Port of Cascade Locks will spend approximately \$100,000 on lobbying and they would like to leverage that value for all of the members of the group. Koch talked about problems with the Hood River Bridge and the Bridge of the Gods. Koch said the Port is always invited to attend any coalition meetings and that the primary focus of the coalition at this point will be on advocacy and putting pressure on Olympia, Salem, and Washington D.C.</p> <p>Vinyard noted that the Hood River Bridge is important to the Port and in 2005 the Port passed a resolution in support of a bridge toll increase to be</p>	
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<p><b>New Business cont...</b></p>	<p>dedicated to a bridge replacement fund.</p> <p>Jan Brending, City of Bingen, talked about her involvement in MCEDD and said much of the work being contemplated by the new group is already being done by MCEDD. She noted that anyone can engage with legislators and felt confident that they would prefer to hear from a representative of an organization over a paid lobbyist. Brending expressed support for developing a consistent regional message but urged use of existing organizations rather than creating a new one. Brending noted that there will always be a natural tension because each community and organization would like to see their projects move forward.</p> <p>Vinyard stated that the Port is not in a position to commit resources to a new group, but the Commission is willing to continue monitoring development of the coalition. He expressed appreciation for the voluntary nature of the group and noted that organizations are going to have differences of opinion and each should focus on putting their best foot forward. Vinyard thanked everyone for their comments.</p>	
<p>DIP Lot 5 Fire Line Removal Change Order</p>	<p>(ED) Thornsby explained the change order and noted that the contractor has requested payment in excess of the amount accepted by Port staff and the Port's engineer. Thornsby requested that the contractor appear before the Port Commission to request approval of the additional payment. PC Schmitt asked how comfortable Thornsby was with the change order. Thornsby said he discussed the details with the Port's engineer and the change order amount is believed reasonable for the work performed.</p>	
<p>Signage Standard</p>	<p>(ED) Thornsby presented samples of a proposed layout for building identification and wayfinding signs as well as a life-size prototype of a sign using a proposed design. Thornsby described the design, materials, and typeface used and noted that the intent was to create an inexpensive, readable sign with a nice, clean appearance that could be</p>	

Signage Standard cont...	easily built and repaired. Joanne Gallagher, Mt. Adams Chamber, said it was the first time she had been to the Port Office and the sign was clear and helped her find her way. Gallagher suggested more white space between the names and bullet points before the names. PC Schmitt said the design is nice and clean. PC Vinyard said the signs fits in and is not overwhelming. (ED) Thornsby estimated the cost of each sign at less than \$250 in materials.	
<b>Executive Director's Report</b>  DIP Lot 40 Development	<p>(ED) Thornsby noted the new building shell is up and the ceiling joists are being installed. Thornsby said the building is targeted for completion is June 2014.</p> <p>Thornsby said the fill work on Lot 27 resulting from the Lot 40 development has been completed and explained that additional material to finish filling Lot 27 to grade may be available on the adjacent BPA easement. Thornsby said he will be contacting the Port's engineer to obtain an estimate of the quantity of material available and will talk with the BPA.</p>	
154/1211 Building Flooring	(ED) Thornsby said new linoleum flooring would be installed in Suites B and D of Building 1A and in Building 1C (aka 1211 Bingen Point Bldg.) the following day. Thornsby noted that a new entry door and roll-up door are the only remaining improvements to be made to the 1211 Building.	
Tour Boat Dockage	(ED) Thornsby said the American Empress has requested permission to dock at Lot 46 in Dallesport. PC Schmitt asked if there is anything that can be done to improve the lot. Thornsby said the property is already level with little vegetation other than the blackberries along the shoreline, except for the docking area. PC Vinyard expressed concern regarding visitors wandering into the adjacent log yard area. Thornsby said the cruise line is responsible for the safety of its passengers under the terms of the docking agreement and noted that, in addition, blackberries and the geography of the adjacent lot would make doing so difficult.	

<b>Commissioners Reports</b>	PC Schmitt said he had previously attended two meetings regarding the proposed coalition and noted that tonight's presentation was very different from what was said at the prior meetings.	
<b>Public Comment</b>	<p>Marsha Holliston, Community Pride, thanked the Port for allowing the use of Lot 4 for parking.</p> <p>Joanne Gallagher, Mt. Adams Chamber, said it is nice to know what happens at the Port.</p>	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 5:50pm.	

Approved on June 17, 2014  
 (Date)  
  
 Marc Thornsbury, Executive Director

  
 Margie Ziegler, Administrative Assistant  
  
 Wayne Vinyard, President