


TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: None.	Meeting called to order by PC Vinyard at 4:32 PM.
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – May 21, 2019 Vouchers – June 03, 2019, #27769-27782, \$12,819.49. Payroll Vouchers – June 5, 2019, #D12304-D12319, \$13,900.23. Vouchers – June 11, 2019, #27783-27792, \$2,416.83. Payroll Vouchers – June 20, 2019, #D12320-D12327, \$11,135.12. Vouchers – June 18, 2019, #27793-27796, \$901.92.	PC Schmitt M to approve the minutes, PC Herman S, MP 3-0. PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
Old Business	None	
New Business July Meeting Schedule	ED Thornsburg suggested cancellation of the July 2 meeting given its proximity to the annual Port July 4 event.	By consensus, the PC agreed to cancel the July 2 meeting.
Executive Director's Report Marina Park	ED Thornsburg stated Port maintenance staff had completed a number of improvements to Marina Park including repairing the cable barriers, installing new exterior LED lights on the restroom, applying weed & feed, removing the tree encroaching on the east access road, trimming shrubs, and repairing and repainting several of the picnic tables. He noted the conductor feeding power to the east park lights is direct-bury and appears to have had failed, adding it will be repaired by the Klickitat PUD.	

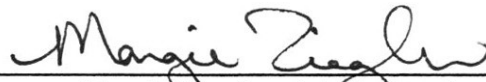
Executive Director's Report cont... Marina Park cont...	Thornsbury explained future work will include removing the old access road asphalt and flag pole from the north end of the park and extending irrigation and lawn to Marina Way. Thornsbury noted asphalt has been found to exist under a layer of packed dirt and gravel in the parking lot and estimated as much as 55% to 65% of the parking area may have intact asphalt. He explained it is being cleared, but the parking area will still need to be paved in the future. PC Vinyard asked if there is still a Pikeminnow buy-back person at the park. Thornsbury stated a person was at the park each morning during the week.	
DIP Water System Contract	ED Thornsbury noted he and Jeff McClain, Port Maintenance Lead, will be meeting with the Klickitat PUD to review the Dallesport Industrial Park Water System operating contract. Thornsbury said the outcome of the meeting might be a renewal of the existing contract language or a modified version.	
Pacific Northwest Waterways Association	ED Thornsbury said he will be doing a presentation along with the ports of Hood River and Cascade Locks at the PNWA summer conference.	
BPT Binding Site Plan	ED Thornsbury stated the Binding Site Plan for Bingen Point has gone to the County Commission for approval. He added the meeting will be held June 25. Thornsbury said once the BSP is final a lease amendment can be executed to expand size of the Custom Interface lot.	
Strategic Plan	ED Thornsbury noted several fundamental sections of the strategic plan have been completed and he expects to present them to the PC later this summer. Thornsbury explained the purpose is to insure the core elements accurately represent the goals of the PC and reminded the PCs they will need to carefully read those sections and consider whether they are prepared to make the difficult decisions necessary to achieve the goals set forth before adopting them. PC Vinyard said he would like to see Byron Hanke (port consultant and 2018 PC retreat facilitator) involved. Thornsbury said Hanke will be at the meeting when the draft sections are presented for review.	

Executive Director's Report cont... Byron Hanke – Consulting Contract	ED Thornsbury noted he will be renewing the consulting contract with Byron Hanke as it will expire before work on the strategic plan is complete.	
Commissioners Remarks	<p>PC Schmitt said a new Mid-Columbia Economic Development District (MCEDD) board member is looking for property to develop a RV park. Schmitt questioned whether the Port should consider providing RV spaces at Marina Park as it once did. He added the Port would not have the staff to manage it, but it might be possible to offer free space to a user in exchange for taking on that responsibility.</p> <p>PC Vinyard cautioned there was a reason the Port stopped providing RV spaces and explained the Port suffered a number of problems when it did so. Schmitt remarked that NW Natural is buying small water systems and suggested staff lower the price of the surplus Ford truck to get it sold.</p> <p>PC Herman said he did not attend the Southwest Washington Regional Transportation Council (SWRTC) meeting as planned.</p>	
Public Comment	None	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:02 PM.	

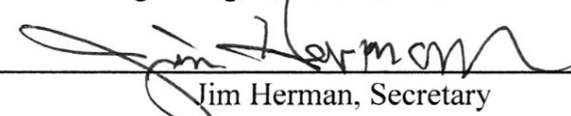
Approved on July 16, 2019
(Date)



Marc Thornsbury, Executive Director



Margie Ziegler, Administrative Assistant



Jim Herman, Secretary