


TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsburg; Staff Accountant (SA) Margie Ziegler; and Administrative Assistant (AA) Bonita Snyder. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> James Essig, Granite Construction.	Meeting called to order by PC Vinyard at 12:17 PM.
<b>Budget Workshop</b> Draft 2020 Budget	<p>SA Ziegler presented the projected operating and non-operating income and expenses for the 2020 budget. Ziegler explained lease income is based on an increase of either three percent or an estimated two percent growth in the consumer price index (CPI), depending on the terms of the lease. Ziegler added water system income is a formula-based estimate from the Klickitat PUD and mine and marine terminal income is based on staff estimates using 2018 and 2019 revenues.</p> <p>ED Thornsburg described monies allocated for association membership dues and noted the Pacific Northwest Waterways Association (PNWA) had recently elected to support policies opposed by the PC. Discussion followed concerning continued membership in the PNWA. The PC elected to allocate funds for continued membership in the PNWA in 2020, asked staff to draft a letter to PNWA describing the concerns of the PC and to submit alternate policies negating those opposed by the PC for support by PNWA in 2021.</p> <p>Thornsburg explained funds have been allocated for increased patrols by the Klickitat County Sheriff as has been done in years past, but noted repeated attempts to secure these patrols have been unsuccessful apart from receiving a general statement of agreement by Sheriff Bob Songer the department would be able to conduct them. PC Vinyard stated additional patrols by the KC Sheriff are still important for the Port and</p>	By consensus, the PC approved the draft budget and directed staff to schedule a public hearing to be held November 5 pursuant to RCW 53.35.020.

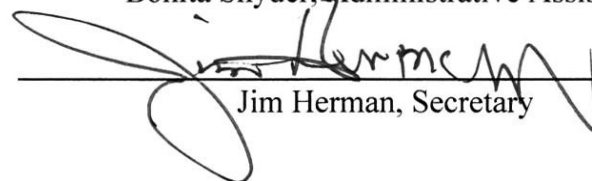
<p><b>Budget Workshop continued....</b> Draft 2020 Budget continued....</p>	<p>expressed support for continued funding for them. PC Schmitt concurred and added increased patrols at the Dallesport Industrial Park are particularly important.</p> <p>Thornsbury presented a budget overview and explained of the \$4.69 million in general funds held by the Port, \$2.12 million are committed to operating reserves and other financial obligations, \$1 million is allocated to existing capital projects, and \$1.22 million would be allocated to proposed capital improvements. He noted with an additional \$0.20 million in excess funds anticipated in 2020, the Port would be left with \$0.55 million in general reserves for future capital projects. Thornsbury added 2020 will be the first year the Port sets aside depreciation funds for future asset replacement.</p> <p>Thornsbury explained of the \$0.27 million in water system funds held by the Port, \$0.06 million are committed to operating reserves and \$0.16 million is allocated to existing capital projects. He noted with an additional \$0.03 million in excess funds anticipated in 2020, the Port would be left with \$0.08 million in water system reserves for future capital projects.</p> <p>Thornsbury reviewed the proposed capital budget for 2020. Discussion followed regarding various projects including repairs to the boat ramp and improvements to the parking area at Marina Park, stormwater management improvements for the waterfront at the Dallesport Industrial Park (DIP), cleaning and repairing the water reservoir, constructing a building at the DIP, demolishing the building on DIP Lot 39, acquiring a truck, snowplow, and rack/cab guards, purchasing shop storage racks, beginning work to fill Bingen Point Business Park lots 1, 2, 7 and 8 north and west of Bingen Lake, pursuing the wetland property exchange, and completing the mine expansion permit.</p>	
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	Vinyard noted constructing and leasing building space generates the most revenue for the Port. Thornsby noted it is also represents the greatest expense to the Port. Schmitt stated repairs to the rail spur should be given greater priority as it does not seem logical to let it fall apart. He also expressed support for continued efforts to construct a building at the DIP.	
	PC Vinyard closed the Budget Workshop at 4:11pm and took a 19 minute recess. PC Vinyard resumed the Port Commission Meeting at 4:30pm.	
<b>Administrative Matters</b> Approval of Minutes	Minutes – October 8, 2019	PC Schmitt M to approve the minutes, PC Herman S, MP 3-0.
Approval of Vouchers	Payroll Vouchers –October 21, 2019, #D12426-D12434, \$13768.14.	PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
<b>Old Business</b>	None	
<b>New Business</b>	None	
<b>Executive Director's Report</b> DIP Aggregate Exporting	<p>ED Thornsby explained the continued economic recovery appears to have, again, put pressure on aggregate supplies in the Portland metropolitan area and prompted renewed interest in the aggregate resources on the Dallesport peninsula. Thornsby reminded the PC of the limited river access in Klickitat County and limited waterfront owned by the Port. He added these limitations will make it difficult to provide access to all parties in a fair and equitable manner.</p> <p>Thornsby stated the Port has been contacted by several aggregate producers expressing interest in exporting material from the Dallesport area. He explained eight of the producers most likely to have a long-term interest in exporting aggregate have been invited by staff to a meeting, the purpose of which is to ascertain the producers' plans, their level of interest, and the Port's potential role. Thornsby reported some</p>	

	<p>entities have already responded to the letter of invitation and expressed his desire to convene the meeting before the holiday season.</p>	
Deicer Assessment	<p>ED Thornsburg stated a review of deicer (aka ice-melt) use has been started as part of staff work on a snow removal policy. He added the concrete sidewalks around port-owned buildings are suffering damage, including pitting and spalling, and expressed his belief this is the result of deicer application. Thornsburg stated the snow removal policy should include a section on deicers applied by the Port and allowed for application by others on leased facilities, with special consideration given to sidewalk longevity. Thornsburg cautioned failure to prevent future sidewalk damage could require premature sidewalk replacement.</p> <p>Thornsburg described deicers historically used (sodium chloride, magnesium chloride, and calcium chloride) and some of the issues associated with each one. He added staff is reviewing the current best science in an attempt to minimize the environmental impact while maintaining sidewalk health. Thornsburg stated additional testing of two or three different deicers may be required to determine which is most effective.</p> <p>PC Schmitt asked if concrete sealants had been explored. Thornsburg noted sealants are addressed in the memo concerning deicers that will be provided to the PC at a future date. PC Vinyard suggested staff investigate sealing the sidewalks before the coming winter season to prevent further damage.</p>	
EDA Meeting	<p>ED Thornsburg noted he is working to arrange a meeting with the Economic Development Administration (EDA) representative for Klickitat County to discuss upcoming projects including development at the Dallesport Industrial Park and fill for the wetland exchange at Bingen Point. He expressed hope the EDA would be able to provide funds for one or more of these projects.</p>	

<b>Commissioners Remarks</b>	PC Schmitt noted he is now the Mid-Columbia Economic Development District (MCEDD) board chair and, as a result, will be traveling to conduct business more frequently. He added he should be reimbursed only for travel to and from actual MCEDD meetings.	
<b>Public Comment</b>	James Essig, Resource Development Manager for Granite Construction expressed interest in the potential development of an aggregate export facility. PC Schmitt expressed concern about the Port's limited dock space and the possible impact on accessibility. PC Vinyard supported that thought and added that there are many interests to consider. Essig said there are challenges, but he was willing to navigate them in cooperation with the Port.	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 4:51 PM.	

Approved on November 5, 2019  
 (Date)  
  
 Marc Thornsbury, Executive Director

Bonita Snyder  
 Bonita Snyder, Administrative Assistant  
  
 Jim Herman, Secretary