

Agenda for Tuesday, January 04, 2005
Klickitat County Port District
1st Regular Monthly Meeting - January 4, 2005 - 4:30 P.M. - PORT OFFICE

AGENDA

WORKSHOP - Gorge Harbor Marina Project - Term (15-30 mins)

PUBLIC COMMENT - Limited to 10 minutes total; (5 minutes per person)

COUNSEL'S REPORT

ADMINISTRATIVE MATTERS

Election of Officers

Consent Agenda:

November 16, 2004 Minutes

Vouchers

Financial Reports - October & November

Resolution 1-2005 - Delegation of Authority

2005 Mileage Reimbursement Rate

Port Employee Insurance

PUBLIC HEARING - BINGEN POINT BINDING SITE PLAN UPDATE

- KC BOC Hearing, Jan. 18

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Building 1D Elevations / GeoEngineers

KC Letter of Commitment - USFS Matching Funds

Landscape CC&Rs Update - Elderberries

DALLESPORT INDUSTRIAL PARK:

Dallesport Foundry Waterline Design - Tenneson Eng.

Pump #2

MISCELLANEOUS

White Salmon Swimming Pool Closure

Committee Updates

PUBLIC COMMENT - Limited to 20 minutes total; (5 minutes per person)

ADJOURNMENT

PORT OF KLUCKITAT BOARD OF COMMISSIONERS MEETING MINUTES January 4, 2005 REGULAR SESSION		
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	<p>Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford, Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew.</p> <p>PC/Staff Absent: Port Counsel (Counsel) Teunis J. Wyers, PC S. Wayne Vinyard.</p> <p>Guests Present: Byron Hanke (Port Consultant), Steve Tessmer (Gorge Assoc.), Anthony Stout (Dallesport Foundry).</p>	
<u>WORKSHOP - Gorge Harbor Marina Project - Term</u>	<p>Chair Ford opened the public meeting at 4:37 p.m. Exec.D Sherwood discussed some of the current issues. Steve needs to have a term longer than 20 years, predominantly due to the financing issues for the town homes and the uncertainty of the unit when the 20 year term is up. A letter from Dean Cameron of Columbia River Bank containing his perspective of how financing would work on this kind of deal was included. Steve offered that if the PC would grant a longer term there could be built-in opportunities every five years to renegotiate all terms of the agreement. Exec.D Sherwood reported that the KC Assessor would follow King County's lead and consider the floating town homes as personal property structures that would be taxed as any upland home, not as a vessel. Steve stated that from a structuring and property rights perspective, the county and the state consider them as a vessel, so you don't have the property rights as a homeowner like you would in a regular house. PC Deo asked if the Coast Guard or Maritime regulations would apply to the homes. Byron stated it's possible that they would be surveyed by a marine surveyor rather than a building inspector. Steve stated that the KC Building Dept. treats them as a vessel; no inspections needed, no permit. Steve stated he would build to code anyway and contract with KC to do inspections. Steve's main concern is the length of the term. He proposes that the initial term be 35 years with review every five years. Once the review was completed, the whole lease would be rewritten for 35 years, so that there was always a 30 year term. Exec.D Sherwood was concerned about the legality of that, since what he is really asking for is a perpetual lease. (This is a question for Counsel.) Byron asked what the PC would like to see in order to be comfortable with a longer term. PC Deo was concerned about port property tied up with a use not as valuable as potential uses in the future. Steve stated that the parking areas can be placed in the setback areas and be share, and he proposes to build storage units vs. garages. The upland construction area would be on a shorter term lease and would create jobs. PC Deo stated that it sounds like his issues could be addressed, however, it is important to get PC Vinyard's input on this issue. PCs want a viable option presented and would be flexible on the term of the in-water area.</p>	
<u>PUBLIC COMMENT</u>	There was no public comment.	

<p><u>! Dallesport Foundry Waterline Design - Tenneson Eng.</u></p>	<p>Topic moved forward. Exec.D Sherwood presented a plan prepared by Taylor Engineering to get water to Dallesport Foundry's eastside building that would allow sufficient chlorination time of the water. PC Deo felt the plan was acceptable. Anthony Stout (Dallesport Foundry) stated that Ellett Construction is working up a quote for the project. Discussion followed. Anthony stated that the mysterious vault near their building contains a sewer valve. Exec.D Sherwood stated it is important to get its location on the as-built drawings.</p>	
<p><u>! COUNSEL'S REPORT</u></p>	<p>Counsel was unable to attend. Exec.D Sherwood reported that he is working on: a licensing agreement with Ross Island Sand & Gravel; a lease amendment for the Insitu Group for Bay C in Building 1A and a backfill ordinance.</p>	
<p><u>ADMINISTRATIVE MATTERS</u> <u>! Election of Officers</u></p>	<p>In the customary rotation of officers, PC Vinyard would become Chair, PC Deo would become Vice-chair and PC Ford would become Secretary. Vice-chair Deo presided over the remainder of the meeting.</p>	<p><i>PC Deo moved to appoint PC Vinyard as Chair, PC Deo as Vice-chair and PC Ford as Secretary; seconded by PC Ford – motion carried.</i></p>
<p><u>! Consent Agenda</u></p>	<p>Items approved:</p> <ul style="list-style-type: none"> • Minutes of November 16, 2004 • Vouchers #19423-19438; \$8,527.07 • Wire Transfer - 2003 LTGO Bond Pmt. • Vouchers #19439-19467; \$11,109.99 • Vouchers #19468-19470; \$3,520.12 • Vouchers #19471-19484; \$7,703.45 • Vouchers #19485-19489; \$12,769.36 • Vouchers #19490-19506; \$9,011.59 • Vouchers #19507-19523; \$31,406.81 • Check #197; \$7,497.76 	<p><i>PC Ford moved to approve the Consent Agenda as presented; seconded by PC Deo -- motion carried.</i></p>

<p><u>! Financial Reports - October & November</u></p>	<p>AAA Drew discussed the financial statement ending October 31. The balance sheet shows the deficit cash receipts over expenditures at (\$216,607.73). She discussed revenue and expense account percentages (actual vs. budget) against the target of 83%. Marine Terminal revenues are at 85% of budget, Sale of Water revenues are at 78%, and Property Rental revenues are at 83%. Total revenues are at 85%. Marina Expenditures are at 121%, Water System Expenditures are at 86% and Property Rentals Maintenance is at 76%. Port Counsel Expense is at 74% and Office Expense-Supplies is at 89%. Total expenditures are at 80% overall leaving a net loss of \$216,607.73.</p> <p>AAA Drew discussed the financial statement ending November 30. The balance sheet shows the deficit cash receipts over expenditures at (\$77,929.90). She discussed revenue and expense account percentages (actual vs. budget) against the target of 92%. Marine Terminal revenues are at 96% of budget, Sale of Water revenues are at 107%, and Property Rental revenues are at 93%. Total revenues are at 98%. Marina Expenditures are at 130%, Water System Expenditures are at 88% and Property</p>	
<p><u>! Financial Reports - October & November, cont.</u></p>	<p>Rentals Maintenance is at 87%. Port Counsel Expense is at 82% and Office Expense-Supplies is at 94%. Total expenditures are at 81% overall leaving a net loss of \$77,929.90.</p>	
<p><u>! Resolution 1-2005 - Delegation of Authority</u></p>	<p>This is the annual resolution to delegate authority to staff.</p>	<p><i>PC Ford moved to approve Resolution 1-2005; seconded by PC Deo – motion carried.</i></p>
<p><u>! 2005 Mileage Reimbursement Rate</u></p>	<p>AAA Drew reported that the 2005 Federal mileage reimbursement rate is 40.5 cents per mile.</p>	
<p><u>! Port Employee Ins</u></p>	<p>Although the port has always paid for insurance coverage for an employee’s family, family coverage is not mentioned in the personnel policy or insurance resolutions. PC consensus to update the personnel policy.</p>	
<p><u>! Husum Water System Request</u></p>	<p>Exec.D Sherwood reported that she was approached by the chair of the Husum water district. Steve Troendle of USDA Rural Development asked if the Port would consider being the administrative agency if the Fordyce water system were to update their water system plan so that they could assimilate the Husum water district and received grant money to do it. Exec.D Sherwood explained that there are 19 people on the Husum water district which is being operated by a private individual with a private well who no longer wants the liability. Husum could tie in to the Fordyce system. The situation is complicated. The port would not want to offend the City of White Salmon, City of Bingen or KC. Do the PC want to approve staff time to administer the grant? There is no benefit to the port other than helping a very small water district. PC Deo stated that we need more details of this endeavor. The Cities are OK with the idea. Exec.D Sherwood will gather more information.</p>	

<p><u>PUBLIC HEARING - Bingen Point Binding Site Plan Update</u></p>	<p>PC Deo opened the public hearing. Exec.D Sherwood presented the Binding Site Plan Update, prepared by Bell Design, which aligns with the port's master plan adopted in 1999. All easements are included and legal descriptions prepared for each lot. There was no public comment. PC Deo closed the public hearing.</p>	<p><i>PC Deo moved to approve the Binding Site Plan Update; seconded by PC Ford – motion carried.</i></p>
<p><u>EXECUTIVE DIRECTOR'S REPORT *Bingen Point* ! Building 1D Elevations / GeoEngineers</u></p>	<p>Exec.D Sherwood reported that she had Tenneson Engineering do a final check of the Building 1D elevations, which indicated that the building has not moved substantially since the prior check. Bob Westermann (Port Consultant) and Counsel agreed that the bill from GeoEngineers for their oversight should be paid, with the provision that it does not release them from future liability. Other than sales tax, this payment will close the project out.</p>	
<p><u>! KC Letter of Commitment - USFS Matching Funds</u></p>	<p>Exec.D Sherwood received the letter of commitment from Klickitat County regarding the matching funds for the USFS grant for Bingen Point infrastructure improvements.</p>	
<p><u>! Landscape CC&Rs Update - Elderberries</u></p>	<p>Mo Miles requested the addition of Elderberries to the Landscape Master Plan. PC Deo had no objection, but suggested getting PC Vinyard's input on the matter. PC Ford stated that they are good cover also.</p>	
<p><u>! Sprint Transformer</u></p>	<p>Exec.D Sherwood was surprised to learn that Sprint needed an electric transformer at the location of their switch cabinet. Sprint will have to pay \$1,500 to have the PUD install a transformer next to their existing switch cabinet.</p>	
<p><u>*Dallesport Industrial Park* (DIP) ! Pump #2</u></p>	<p>Exec.D Sherwood reported that a soft start has been installed for pump #2. It was powered up today and checked out well. A 500 gallon double-walled diesel tank has been ordered and will be here in about 6 weeks.</p>	
<p><u>! Freeborn Project</u></p>	<p>Exec.D Sherwood met with Tom Fuller and a commissioner from Jefferson Co. regarding the Freeborn project. Private investment in the project is \$3MM from Chinese restaurateurs and Mr. Freeborn has personal investment in the project of \$100,000.00. Tom Fuller (Freeborn advisor) has \$75,000.00 in fees due if the project moves forward. This leaves \$25MM remaining to be funded. She will keep the PC updated on the project.</p>	
<p><u>! Salt Cakes</u></p>	<p>Exec.D Sherwood has received two calls from the Dept. of Ecology (DOE) regarding the salt cakes stored in the BPA right-of-way at Dallesport Industrial Park (DIP). DOE thought the site may need to be monitored as a landfill. Exec.D Sherwood requested any information that Tenneson Engineering might have, and she received a very comprehensive packet of information on the subject and now understands it very well. DOE may, at some point, decide that the site needs to be cleaned up. Someone has shot the capped monitoring pipe to bits. Tenneson Engineering recommends cutting off the pipe at ground level and capping it. Exec.D Sherwood will see that the repair is made.</p>	

<p><u>! Crane</u></p>	<p>Exec.D Sherwood has been in contact with a gentleman who is interested in the crane and who sent his insurance information today. He has been here twice to look at the crane and would like to tip it over and chop it up with a shear.</p>	
<p><u>! Proposal for WSDOT</u></p>	<p>Exec.D Sherwood received the information requesting responses for the grave yard for the Puget Sound bridge project, but the port would not be able to meet the criteria.</p>	
<p>MISCELLANEOUS <u>! Cancel January 18 PC Meeting</u></p>	<p>Due to Exec.D Sherwood's vacation, Jan. 10-26, she is recommending cancellation of the January 18 meeting. PC consensus to cancel the meeting.</p>	
<p><u>! White Salmon Swimming Pool Closure</u></p>	<p>Exec.D Sherwood reported that initially the White Salmon pool was slated for closure in 2005 due to lack of operating funds. The recent levy had been defeated and their budget reflects that the pool operates at a loss of about \$20,000.00. John Gotts donated \$17,000, another person donated \$5,000 and monetary concessions were made by some council members so the pool will open this year. Exec.D Sherwood was concerned that if the pool closed, more local kids would come to the marina to swim. She wants to write a letter to the City of White Salmon stating the ports concerns regarding any future closure of the pool and to urge that they find a long-term solution to the problem. The PC concur.</p>	
<p><u>! Committee Updates</u></p>	<p><u>AIRPORT:</u> PC Deo attended a meeting on December 17. A proposal regarding a Casino is now out in the open. One of Ty Ross's sons submitted a proposal to lease 60 acres to build a casino with possible tribal involvement. The airport layout plan has been completed and is pending approval. Once approved they can move forward with the CC&Rs. <u>MCEDD:</u> PC Ford attended a meeting on December 15. Steve Sliwa discussed Insitu's planes in Iraq. Insitu needs to hire 20 more people right away. There was talk that KC may not fund for the Cities to belong to MCEDD. <u>BRIDGE/HWY 35:</u> PC Ford had no report. <u>KC EDA:</u> PC Vinyard not present.</p>	
<p>PUBLIC COMMENT</p>	<p>There was no public comment.</p>	
<p>ADJOURNMENT</p>		<p><i>PC Ford moved to adjourn at 7:24; seconded by PC Deo – motion carried.</i></p>

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Approved on: _____
submitted _____
(Date)

Respectfully

Vickie L. Drew, Administrative Assistant

Dianne Sherwood, Executive Director

S. Wayne Vinyard, Chairman