

Agenda for Tuesday, April 02, 2002
Klickitat County Port District
1st Regular Monthly Meeting
April 2, 2002 - 4:30 P.M. - PORT OFFICE

AGENDA

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

COUNSEL'S REPORT

ADMINISTRATIVE MATTERS

Minutes - March 5, 2002
Vouchers
Resolution 4-2002 - Med/Dental Benefits
Financial Report - February
Gorge Teleconsortium
Port of The Dalles Board of Commissioners Request

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Gorge Delights Update
North Sports Vacancy
Property Inventory

DALLESPORT INDUSTRIAL PARK:

Infrastructure Cost Estimates
Riley Bros. Concrete
• Consent
• Realignment

MISCELLANEOUS

Corps In-lieu Site Purchase
Committee Updates

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

ADJOURNMENT

PORT OF KLUCKITAT BOARD OF COMMISSIONERS MEETING MINUTES April 2, 2002 REGULAR SESSION		
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford and S. Wayne Vinyard, Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant (AA) Vickie Drew. PC/Staff Absent: Port Counsel (Counsel) Teunis J. Wyers Guests Present: Matt & Jim Riley (Riley Bros. Concrete), Marc Harvey (Lyle) and Mike Smith (Dallesport)	
<u>PUBLIC COMMENT</u>	Chair Vinyard opened the public meeting at 4:41. There was no public comment.	
<u>COUNSEL'S REPORT</u>	Counsel's presence not requested.	
<u>ADMINISTRATIVE MATTERS</u> <u>! Minutes - March 5, 2002</u>	The minutes of March 19 were discussed.	<i>PC Deo moved to approve the minutes of March 19 as written; seconded by PC Ford -- motion carried.</i>
<u>! Vouchers & Checks</u>	Vouchers approved: <ul style="list-style-type: none"> • #17320 - \$5,960.25 • #17321-17333 - \$7,756.67, Payroll & Taxes • #17334-17351 - \$20,258.89 Check approved: <ul style="list-style-type: none"> • #164 - \$15,832.33 	<i>PC Deo moved to approve the vouchers and check as presented; seconded by PC Ford -- motion carried.</i>
<u>! Resolution 4-2002 Med/Dental Benefits</u>	Exec.D Sherwood discussed the resolution which is a clarification of the intent of Resolution 2-1996 to provide medical/dental coverage for all Port employees and commissioners. It will not supercede the prior resolution's intent to provide coverage if insurance is lost outside of the Health Care Authority's open enrollment window.	<i>PC Deo moved to approve Resolution 4-2002 as presented; seconded by PC Ford -- motion carried.</i>

<p><u>! Financial Report - February</u></p>	<p>AA Drew discussed the cash balances memo noting total liquid funds of \$356,748.07. The State Pool General Investment account has a balance of \$354,271.00.</p> <p>AA Drew discussed the financial statement ending February 28. The balance sheet shows the deficit cash receipts over expenditures at (\$88,255.47). This is due to the fact that we have paid CIP expenses this year with grant funds that were received and recorded last year and we are awaiting reimbursement of approximately \$126,635. (67% of current expenditures) from the Port's IAC Grant for expenditures made on the Dock/Ramp project. She discussed revenue and expense account percentages (actual vs. budget) against the target of 17%. Marine Terminal revenues are at 21% of budget, Sale of Water</p>	
<p><u>! Financial Report - February, cont.</u></p>	<p>revenues are at 14%, and Property Rental revenues are at 47% due to receipt of the OR Cherry Growers' yearly payment, Riley Bros. yearly royalty payment and receipt of the Pac Rock royalty. Total revenues are at 14%. Marina Expenditures are at 14%, Water System Expenditures are at 29% due to a valve replacement and Property Rentals Maintenance is at 14%. Port Counsel Expense is at 9% and Office Expense-Supplies is at 21%. Total expenditures are at 28% overall leaving a net loss of \$88,255.47.</p>	
<p><u>! Gorge Teleconsortium</u></p>	<p>Exec.D Sherwood discussed the letter from the Gorge Teleconsortium asking for support and an appointed representative. The group meets two to three times a quarter, depending on need and interest. They provided a draft resolution to show support for the group for PC consideration. PC Deo volunteered to attend and Exec.D Sherwood will be the alternate if he can not attend. Chair recognized Jim Riley who pointed out that the BPA high-speed line crosses Port property at DIP. He suggested that the Port could be an asset to the project and might be listened to.</p>	
<p><u>! Port of The Dalles Board of Commissioners Request</u></p>	<p>Exec.D Sherwood reported that a request for a joint meeting has come from the Board of Commissioners of the Port of The Dalles. Discussion followed regarding possible dates and times for a meeting. It was decided to try and meet as the workshop portion of a future meeting.</p>	
<p><u>! Bingen Point CC&Rs</u></p>	<p>Exec.D Sherwood reported that a planner from CIDA is working on the CC&Rs. He has already identified several areas that need to be reworked or deleted. PC Deo inquired if there any conflicts with Gorge Delights regarding the CC&Rs. Exec.D Sherwood felt it was imperative to have them adopted or at least an understanding that Gorge Delights must comply with them. A revised draft document may be ready for PC review by the next meeting on April 16.</p>	

<p><u>! EXECUTIVE DIRECTOR'S REPORT</u> <u>*BINGEN POINT*</u> <u>! Gorge Delights Update</u></p>	<p>Exec.D Sherwood reported that she was requested by Norm Klamm of Bethlehem Construction to set up a pre-construction meeting which was held on March 28. It was discovered at the meeting that Mr. Klamm (contractor) has not yet signed a contract with Gorge Delights and neither has Bell Design (engineer). Exec.D Sherwood spoke with Gary Willis today questioning those facts and with concerns that a pre-construction meeting was called without a representative from Willis Family Farms or Ron Wherry present. Lacey (Gorge Delights) was present, but she had no information to offer. Gorge Delights has moved forward in getting an appraisal. Their appraiser visited the Port office last week and has called as recently as yesterday for additional information. Gary Willis stated that the preliminary report indicated a price that was substantially lower than the Port's appraisal of the property which was done by John Wooden. Discussion followed regarding grade level of the proposed building. Apparently Ron Wherry (Gorge Delights) wants to build at the present elevation of 83' to 87'. The 100 year flood plain elevation is under investigation; Tenneson says it's 87' and Kennedy/Jenks says 89'. Exec.D Sherwood will not proceed in hiring an engineer for the infrastructure improvements until a signed agreement with Gorge Delights has been executed.</p>	
<p><u>! North Sports Vacancy</u></p>	<p>North Sports has given notice that they will be vacating their space in the SBDC by April 16. Insitu is interested in expanding into that space. They would eventually like to move to Building 1C when a new building is obtained for I.C.E.</p>	
<p><u>! Property Inventory</u></p>	<p>Maps of Bingen Point and Dallesport Industrial Park were included in the packet. Exec.D Sherwood asked the PC to think about what properties they would never consider selling, those they might consider selling and those they would like to sell. The PC did not feel they were ready to discuss the matter without some advice as to on what basis those determinations should be made. Exec.D Sherwood thought that maybe this would be a good discussion to have with the Port of The Dalles as they have a totally different philosophy as they tend to sell their property. Discussion followed. PC Vinyard was concerned that in selling the Port's property, the income would cover maintenance and upkeep of the infrastructure but would not provide income to accomplish other goals as well. The Port is unique in that we have a limited land base available for industrial development; we can't just buy more property. PC Ford preferred to consider offers of purchase on a case by case basis. Exec.D Sherwood stated that some times the only way to stimulate economic development is to sell the property, as a lot of firms don't want to develop unless they can own the property. PC Deo would like to identify those parcels that should never be sold. More discussion.</p>	<p><i>Exec.D Sherwood will contact Scott Hege regarding information on the Port of The Dalles' property philosophy.</i></p>

<p>! Entry Landscaping</p>	<p>Exec.D Sherwood discussed the entryway work that has been done on Lakeview Blvd. George Mersereau cleaned up the brush on the site and Marty Hudson has sprayed the blackberry bushes. George will grade the site in a couple weeks after the topsoil has had a chance to dry out. Once graded, planting will be done. Exec.D Sherwood has received bids from three nurseries for trees, with Alpine Nursery the apparent low bidder. Underwood Conservation will supervise planting of the trees. \$10,000 has been allocated for this project. Discussion followed regarding care during transportation and the survival rate of various size trees.</p>	
<p>! Servpro</p>	<p>Exec.D Sherwood reported that a demising wall is needed between the Port and Servpro. Bids are being received for the project.</p>	
<p>*DALLESPORT INDUSTRIAL PARK* ! Infrastructure Cost Estimates</p>	<p>Exec.D Sherwood discussed the cost estimates for DIP infrastructure improvements which were provided by Kennedy/Jenks. She asked for a quote on the improvements that they felt were absolutely necessary. This brought the cost down from \$2MM to \$1.5MM. She asked for the items to be in sections in the event the Port could accomplish them in phases. Kennedy/Jenks will begin draining the reservoir for inspection on April 12 and there will be no water available to tenants on Saturday, April 13. Notification letters have been sent to the tenants. Chair recognized Jim Riley who reported that after the trenching was done on Parallel Ave., the layer of gravel was not replaced to the previous level (12"). He suggested that it be looked at.</p>	<p><i>Exec.D Sherwood will contact Kennedy/Jenks.</i></p>
<p>! Riley Bros. Concrete</p>	<ul style="list-style-type: none"> • <u>Consent</u>: Exec.D Sherwood reported that Jim Riley and his attorney, Ross Rakow, signed the consent to the Port/Pac Rock agreement on Monday, March 25. • <u>Realignment</u>: Exec.D Sherwood displayed a survey of the proposed realignment of the 50 acre boundaries of the Riley Bros. operating agreement. Discussion followed regarding dropping the lower boundary also to ensure that the watchman's trailer is included within the operating agreement; dropping the upper boundary to compensate. Jim did not want to extend the boundary in that direction because there is barely any material there. He also felt that the Port should participate in the watchman's trailer. Discussion followed. Exec.D Sherwood has requested that the engineer provide a survey of the actual open pit area as well. It was determined to adjust the lower boundary as close as possible to enclose the watchman's trailer and to minimize the adjustment at the north end. 	
<p>MISCELLANEOUS ! Corps In-lieu Site Purchase</p>	<p>Exec.D Sherwood discussed her memo regarding the Corps in-lieu site situation. The MALA property is "on the shelf" pending contamination clean-up, however, it is not off the consideration list. The Corps has executed an agreement for the Kim property; 9 acres of industrially zoned property east of the Bridge RV Park in White Salmon.</p>	

<p><u>! Committee Updates</u></p>	<p><u>MCEDD:</u> PC Ford reported that he attended a very good meeting on the Sternwheeler at Cascade Locks. Goal setting was the topic of discussion.</p> <p><u>Airport Board:</u> PC Deo will attend an airport meeting on Friday. He did send a letter to the KC BOC pertaining to some issues he was concerned about regarding the joint agreement between KC and the City of The Dalles.</p> <p><u>KC PEDA:</u> PC Vinyard reported that apparently, KC and the City of The Dalles came to some kind of agreement. Exec.D Sherwood stated that the local newspapers reported that five years has been allotted to making the golf course project workable. If that doesn't happen, the property will then be back on the table. Jim Riley (also a KC PEDA board member) recalled that KC and the City of The Dalles agreed to each own half of the airport, will share the expenses equally and the present board will run the airport. PC Deo felt that a manager spending 20 hours a week will not be sufficient; that issue must be addressed. Further discussion of this issue will take place at the airport meeting on Friday. The KC PEDA adopted a strategic plan which included many of the Port's projects as priorities.</p>	
<p><u>PUBLIC COMMENT</u></p>		
<p><u>! Marc Harvey</u></p>	<p>Marc encouraged the PC to put a lot of time into the issue of where the Port should go; whether they want to sell property or lease it. Whatever the PC do right now, sell or not, they are setting the precedent and he felt it was better to put a lot of thought into it. Having saleable parcels clearly identified would serve the Port better than going through the process every time a new client comes to the Port. This policy wouldn't have to be written in stone. If an exceptional client came in, the flexibility would be there to allow individual discussion. Marc felt that talking to the other local Ports was a good idea.</p>	
<p><u>! Jim Riley</u></p>	<p>Jim felt that no proposal should be turned down simply because a particular parcel was labeled "not for sale". He thought establishing criteria for selling of property, such as number of jobs created, is a good idea. He said that the PC, just tonight, made the statement that they "don't want to sell property unless it's worth it". He felt it was important to listen to all proposals and judge each one on its own merits. He feels that we don't want just minimum wage jobs which have a certain burden on the rest of society. It's important to establish a wage level within the criteria.</p>	

<p><u>! Mike Smith</u></p>	<p>Mike felt that it would be wrong to look down on minimum wage jobs. Not everyone has the skills to obtain a higher paying job and they need to make a living too. If someone wants to come in and provide 100 minimum wage jobs, that will take care of 100 minimum wage families. PC Vinyard felt that it was important that businesses that come in here are compatible with our knowledge base and work force. A business that provides a number of high wage jobs, but they are all guys that commute from Portland and work all morning and surf all afternoon, is not really helping our employment base. Jim clarified that he was referring to new jobs that would cause people to move in. He has no reservation to minimum wage jobs that would take up the slack of people that are already here. Exec.D Sherwood felt that any job is a good job when the unemployment rate is at 17%.</p>	
<p><u>ADJOURNMENT</u></p>		<p><i>PC Ford moved to adjourn at 6:50; seconded by PC Deo - motion carried.</i></p>

Approved on: _____
 submitted _____
 (Date)

Respectfully

Vickie L. Drew, Administrative Assistant

 Dianne Sherwood, Executive Director

S. Wayne Vinyard, Chairman