

Agenda for Tuesday, April 20, 2004
Klickitat County Port District
2nd Regular Monthly Meeting
April 20, 2004 - 4:00 P.M. - PORT OFFICE

AGENDA

PUBLIC COMMENT - Limited to 10 minutes total; (2-3 minutes per person)

COUNSEL'S REPORT

ADMINISTRATIVE MATTERS

Consent Agenda:

March 16, 2004 Minutes
Vouchers

Financial Statement - February
PUD Billing
DIP CC&Rs Update

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Building 1D Update
• Insitu Modular Units
• Elevations
Infrastructure/Sprint

DALLESPORT INDUSTRIAL PARK:

MISCELLANEOUS

Gorge Games - July 10-18
Committee Updates
• SR 35 Funding

PUBLIC COMMENT - Limited to 10 minutes total; (2-3 minutes per person)

5:00 BUILDING 1D RIBBON CUTTING CEREMONY

ADJOURNMENT

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES April 20, 2004 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, Port Counsel (Counsel) Teunis J. Wyers, Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew.</p> <p>PC/Staff Absent: PC S. Wayne Vinyard</p> <p>Guests Present: Matt Riley (Rapid Ready Mix).</p>	
<u>PUBLIC COMMENT</u>	<p>Chair Ford opened the public meeting at 4:02. There was no public comment.</p>	
<u>! COUNSEL'S REPORT</u>	<p>Counsel reported that he and Exec.D Sherwood are proceeding with due diligence inquiry regarding the Gorge Harbor Marina project. Responses are starting to come in from Washington State Bar Associates regarding their experience with marinas and of ports that have had positive experiences with privately run marinas. Two questions had been posed to the PC: how long a term should the agreement run, and would they consider the project with a positive cash flow, a limited cash flow or a negative cash flow. These two fundamental policy decisions were made by the PC, and if the PC decide to pursue the project, they should come up with a list of conditions that have to be met in order for the port to proceed. Exec.D Sherwood has requested the security deposit from the Insitu Group. They are working on an irrevocable assignment of account which will be in place by week's end.</p>	
<u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u>	<p>Items approved:</p> <ul style="list-style-type: none"> • Minutes of March 16, 2004 • Vouchers #18897-18911; \$8,942.40 • Vouchers #18912-18914; \$567.88 - Proj. Fund • Check #188; \$17,185.21 • Vouchers #18915-18944; \$14,164.74 • Voucher #18945; \$238,625.23 - Proj. Fund • Vouchers #18946-18948; \$3,796.19 • Vouchers #18949-18956; \$1,358.09 • Vouchers #18957-18959; \$28,028.32 - Proj. Fund • Check # 189; \$239,193.11 	<p><i>PC Deo moved to approve the Consent Agenda as presented; seconded by PC Ford -- motion carried.</i></p>
<u>! Financial Statement - February</u>	<p>The PC had no questions regarding the financial statement for February.</p>	

<p><u>! PUD Billing</u></p>	<p>Exec.D Sherwood reported that the PUD has recently discovered a billing error regarding the port's power bill for the Bingen Lake pump. It seems that an incorrect multiplier was entered in their utility billing system resulting in the electric billing being calculated at one-fourth what it should be. The PUD is allowed to bill the recalculation for the previous three years. Ron Schultz, White Salmon Branch Manager, brought up the issue at a Senior Staff meeting on March 29, to make everyone aware of the issue and determine if some help is available regarding the \$1,657.00 bill. AAA Drew reported that the recent bill for Feb/Mar power was \$190.00 compared to \$72.89 for the same period last year.</p>	
<p><u>EXECUTIVE DIRECTOR'S REPORT</u> <u>*Bingen Point*</u> <u>! Building 1D Update</u></p>	<p>Exec.D Sherwood reported that an occupancy permit for the new building has been received. The cargo doors were painted today, so there may be some lingering odor. Insitu's cubicles are being installed today, and their low-voltage people are on sight installing those systems. Insitu will actually move in on Saturday. Counsel asked if anyone had discussed with Exec.D Sherwood what sorts of homeland security issues may come with a military contract (no).</p> <ul style="list-style-type: none"> • Insitu Modular Units: Insitu is considering a mezzanine and in plant office system for their production area. They have not yet selected a supplier, nor have they obtained engineered loading information. The port supplied them with the soils report and additional slab settlement information from GeoEngineers. 	
<p><u>*Dallesport Industrial Park* (DIP)</u> <u>! Crane Boom</u></p>	<p>PC Deo had noticed on a visit to DIP that the crane's boom had swung out over the water and one of the restraining ropes was in disrepair. Matt Riley was hired, along with his crane, and brought the boom back to its normal position and secured it with new rope. A large compressor was discovered in the crane that will be reconditioned for use in the port's shop.</p>	
<p><u>MISCELLANEOUS</u> <u>! Gorge Games - July 10-18</u></p>	<p>Exec.D Sherwood reported that she attended an informational meeting regarding the Gorge Games. She has not been officially contacted for use of port property (perhaps for parasailing).</p>	
<p><u>! Committee Updates</u></p>	<p><u>AIRPORT</u>: PC Deo attended a meeting Friday the 16th. He doesn't think there will be drag races this year. <u>MCEDD</u>: PC Ford's next meeting will be tomorrow night. There will be a telecommunications meeting weekend after next in The Dalles. <u>BRIDGE/HWY 35</u>: Exec.D Sherwood reported that \$800,000 will be allocated by the House Transportation Bill for the final Environmental Impact Statement for a new Hood River bridge. Counsel stated that the President has not signed the bill, so it is not a done deal. PC Ford stated that they may have one more meeting. <u>KC EDA</u>: PC Vinyard absent.</p>	
<p><u>PUBLIC COMMENT</u></p>	<p>There was no public comment.</p>	
<p><u>ADJOURNMENT</u></p>	<p>The meeting adjourned to attend the Building 1D Ribbon Cutting Ceremony which begins at 5 p.m.</p>	<p><i>PC Deo moved to adjourn at 4:41; seconded by PC Ford – motion carried.</i></p>

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Approved on: _____
submitted _____
(Date)

Respectfully

Vickie L. Drew, Administrative Assistant

Dianne Sherwood, Executive Director

Rodger Ford, Chairman