

Agenda for Tuesday, August 16, 2005  
Klickitat County Port District  
2nd Regular Monthly Meeting  
August 16, 2005 - 4:30 P.M. - PORT OFFICE

## AGENDA

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

COUNSEL'S REPORT

ADMINISTRATIVE MATTERS

Consent Agenda:

August 2, 2005 Minutes

Vouchers

Financial Statement - June

Port/KC Inter-local Agreements - Signatures

Teleconference Reimbursement Policy

PUBLIC HEARING - Revised 2005 Budget

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

PSC - Geotech; GN Northern

Building 1E

DALLESPORT INDUSTRIAL PARK:

Western Meat Processors

MISCELLANEOUS

Xventure Resort

Committee Updates

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

ADJOURNMENT

<b>PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES August 16, 2005 REGULAR SESSION</b>		
<b><u>TOPIC</u></b>	<b>DISCUSSION/ASSESSMENT/FINDINGS</b>	<b>ACTION/FOLLOW UP</b>
<b><u>ATTENDANCE:</u></b>	<b>Commissioners/Staff Present:</b> Port Commissioners (PCs), Rodger Ford & Wayne Vinyard; Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew. <b>PC/Staff Absent:</b> PC Norm Deo, Port Counsel Teunis J. Wyers <b>Guests Present:</b> Matt Riley (Riley Bros. Concrete).	
<b><u>! PUBLIC COMMENT</u></b>	Chair Vinyard opened the public meeting at 4:31. There was no public comment.	
<b><u>! COUNSEL'S REPORT</u></b>	Counsel's presence not requested.	
<b><u>ADMINISTRATIVE MATTERS</u></b> <b><u>! Consent Agenda</u></b>	Items approved: <ul style="list-style-type: none"> <li>• Minutes of August 2, 2005</li> <li>• Vouchers #19950-19953; \$3,785.07</li> <li>• Vouchers #19954-19971; \$28,393.13</li> </ul>	<i>Motion Ford/Vinyard to approve the Consent Agenda as presented. Motion carried.</i>
<b><u>! Financial Statement - June</u></b>	AAA Drew discussed the financial statement ending June 30. The balance sheet shows the excess cash receipts over expenditures at \$142,401.49. Revenue and expense account percentages (actual vs. budget) were included on the income statement. The target percentage for June is 50%. Total revenues are at 64%. Total expenditures are at 42% leaving a net income of \$142,401.49. A trend report was included through June.	<i>Motion Ford/Vinyard to approve Resolution 4-2005 as presented. Motion carried.</i>
<b><u>! Port/KC Inter-local Agreements - Signatures</u></b>	Exec.D Sherwood discussed the two inter-local agreements with KC. The first is for the engineering costs for Lot #53. The second is for the grant of \$300,000 for the Building 1E project.	<i>Motion Ford/Vinyard to approve Inter-local Agreement #C18205 for \$21,000 for engineering costs for Lot #53. Motion carried.</i> <i>Motion Ford/Vinyard to approve Inter-local Agreement #C19505 for a \$300,000 grant for Building 1E. Motion carried.</i>
<b><u>! Teleconference Reimbursement Policy</u></b>	Exec.D Sherwood talked with other ports at the WPPA Executive Director's Meeting and found that no other port presently has a teleconference reimbursement policy. The PC elected not to pursue formulating one at this time.	

<b><u>PUBLIC HEARING - Revised 2005 Budget</u></b>	PC Vinyard opened the public hearing. Exec.D Sherwood went through the draft revised budget explaining the changes that are proposed. The revised budget would result in a net income of \$2,992.37. The PC are concerned about not budgeting for office help, but at this time we do not have office space available for another employee. There was no public comment. PC Vinyard closed the public hearing.	<i>Motion Ford/Vinyard to approve the 2005 Revised Budget. Motion carried.</i>
<b><u>EXECUTIVE DIRECTOR'S REPORT</u></b> <b><u>*Bingen Point*</u></b> <b><u>! PSC - Geotech; GN Northern</u></b>	Exec.D Sherwood discussed entering into a personal services contract with GN Northern for geotech services for Building 1E, not to exceed \$11,435.	<i>Motion Ford/Vinyard to execute a Personal Services Contract with GN Northern for geotech services for the Building 1E Project. Motion carried.</i>
<b><u>! Bldg 1E</u></b>	Exec.D Sherwood reported that she is meeting tomorrow with Tara Stewart (Insitu) and Randy Salisbury (DSP) to discuss layout for Building 1E. Insitu has not had a need for 14 ft. cargo doors in their current building, but the PC prefer to install 14 ft doors instead of 12 ft doors in the new building in anticipation of possible future needs.	
<b><u>! Brad Roberts</u></b>	Exec.D Sherwood received from Counsel a first draft of the agreement with Brad Roberts. They discussed some changes that were determined to be appropriate. Counsel will be out of his office for 10 days so Exec.D Sherwood will make the changes to the agreement and then send it to Brad Roberts for review/signature.	
<b><u>*Dallesport Industrial Park* (DIP)</u></b> <b><u>! Western Meat Processors</u></b>	Wayne Wooster will be the point of contact for the Western Meat Processors project. Discussion followed regarding Mary Zemke's request for information and the Port Commissioners letter dated August 9.	
<b><u>! Weyerhaeuser Consent to Assignment</u></b>	Exec.D Sherwood received the assignment document from the Herbrand Co. (Dallesport Log Yard). Counsel has reviewed the document and found it satisfactory.	<i>Motion Ford/Vinyard to authorize execution of the assignment. Motion carried.</i>
<b><u>MISCELLANEOUS</u></b> <b><u>! Xventure Resort</u></b>	Exec.D Sherwood attended a presentation at the Discovery Center for Xventure Resort, a Hotel/Conference Center/Spa/Indoor and Outdoor Adventure Park. They are looking at three possible locations; Port of The Dalles, NW Aluminum and Port of Hood River.	
<b><u>! Committee Updates</u></b>	<b><u>AIRPORT:</u></b> PC Deo absent. <b><u>MCEDD:</u></b> PC Ford attended two MCEDD meetings, one on August 4 and one on August 5. Thayne Cockrum was selected as the new Project Manager. <b><u>KC EDA:</u></b> PC Vinyard had no report.	

<b><u>PUBLIC COMMENT</u></b>	Jim Riley has been contacted by several people who are against the meat processing plant. Jim has explained to them that this proposal is not a done deal and the public would certainly have the opportunity for comment if it gets as far as applying for a conditional use permit.	
<b><u>ADJOURNMENT</u></b>		<i>Motion Ford/Vinyard to adjourn at 5:54. Motion carried.</i>

Approved on: \_\_\_\_\_  
submitted \_\_\_\_\_  
(Date)

Respectfully

Vickie L. Drew, Administrative Assistant

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Dianne Sherwood, Executive Director

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S. Wayne Vinyard, Chairman