

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford and Wayne Vinyard (in attendance via conference call 4:32pm to 4:42pm); Executive Director (Exec.D) Marc Thornsburry; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Matt Riley, Rapid Ready Mix.	Meeting called to order at 4:30 pm.
Public Hearing 2010 Budget and Comprehensive Scheme of Harbor Improvements Res. No. 4-2009 PC Compensation Res. No. 5-2009 Declaration of Special Need Tax Levy Res. No. 6-2009 Regular Tax Levy Res. No. 7-2009 Declaration of Special Need IDD Levy Res. No. 8-2009 IDD Tax Levy Res. No. 9-2009 Adoption of 2010 Budget	PC Deo opened the Public Hearing at 4:31pm. (AA/PA) Ziegler said the 2010 budget consists of a forecast of \$823,669.00 in operating revenue based on current leases with 3% rental rate increases, \$764,000.00 in non-operating revenue, \$99,000.00 in Grant Revenue and utilizing \$76,377.00 in reserve funds. Operating expenses were based on the 2009 expenses with a 5% increase in utilities for a total of \$732,800.00, Non-operating expenses were budgeted for \$134,371.00, principal debt payments are \$166,247.00, and \$150,000.00 of the IDD Tax collections will be set in reserve for the repayment of the 06 Bonds. Capital Projects total \$579,628.00. Grand total Resources are budgeted at \$1,763,046.00 and expenses \$1,763,046.00. (Exec.D) Thornsburry described the capital projects. There were no public comments. PC Deo closed the Public Hearing at 4:39pm.	

Res. No. 8-2009 IDD Tax Levy		PC Ford M, to adopt Resolution No. 8-2009 approving the Regular Tax Levy. PC Vinyard S. MP
Res. No. 9-2009 Adoption of 2010 Budget		PC Ford M, to adopt Resolution No. 9-2009 adopting the 2010 Budget. PC Vinyard S. MP
Res. No. 10-2009 Amendment of Comprehensive Scheme of Harbor Improvements and Industrial Developments		PC Ford M, to adopt Resolution No. 10-2009 amending the Comprehensive Scheme of Harbor Improvements and Industrial Developments. PC Vinyard S. MP
	PC Vinyard is no longer in attendance via conference call as of 4:58pm	
Administrative Matters Consent Agenda	Minutes – November 3, 2009 Minutes – November 5, 2009 Payroll Vouchers – November 13, 2009 #23315-23321, \$7,587.51. Vouchers – November 17, 2009 #23322-23339, \$3,079.49.	PC Ford M, to approve the consent agenda, PC Deo S. MP
Executive Director's Report: DIP Quarry Operating Agreement	PC Deo suggested having Dean's pay \$50,000 advance royalty each year for the first five years of the agreement. PC Deo said then the advance royalty could be based on five years of sales. (Exec.D) Thornsbury said he will meet with Port Attorney Bill Eling and discuss options.	
Strategic Plan	(Exec.D) Thornsbury asked the PC to think about what the Port should look like in 50 years and with further discussion to occur at a future meeting.	
Miscellaneous	Holding the 2 nd PC Meeting of the month on December 22 nd and not December 15 th was discussed. The meeting dates will be set after confirming with PC Vinyard.	

Committee Reports	<p>PC Deo: PC Deo said there will be an Airport meeting on November 20th.</p> <p>PC Ford: PC Ford none</p> <p>PC Vinyard: PC Vinyard - absent</p> <p>(Exec.D) Thornsby said he attended a federal funding symposium with representatives from the offices of Senators Maria Cantwell and Patty Murray. Thornsby said there was encouraging discussion regarding potential ear marks for projects.</p> <p>(Exec.D) Thornsby said PC Elect Jim Herman will be attending the WPPA New Commissioner seminar. Thornsby said he will attend the WPPA Annual Meeting.</p>	
Public Comment	None	
Executive Session	<p>PC Deo called for an Executive Session to consider the purchase of real estate pursuant to RCW 42.30.110 (1)b discuss property acquisition. PC Deo adjourned the open public meeting at 5:24pm for a period of 30 minutes.</p> <p>PC Deo adjourned the executive session at 5:54pm. No action was taken during the executive session.</p>	
Property Acquisition	PC Deo resumed the open public meeting at 5:54pm. PC discussed the possible acquisition of property adjacent to Port property.	PC Ford M, to authorize (Exec.D) Thornsby to negotiate with the private landholder on behalf of the Port to acquire the adjacent property under consideration. PC Deo S, MP

Adjournment	PC Deo adjourned the PC Meeting at 6:02 p.m.	
--------------------	--	--

Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsby, Executive Director

Norman Deo, President