

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury; Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler, and Maintenance Supervisor (Maint.Sup) Terry Wroe. PC/Staff Absent: none. Guests Present: Marsha Holliston, Mt. Adams Chamber; Lee Ast, Ast Commercial Real Estate; Scott Pimley, Insitu; and Brad Roberts, Rivermile 172.	Meeting called to order at 2:24pm
Budget Workshop Draft 2011 Budget Draft 2011 Capital Improvement Plan	(AA/PA) Ziegler presented the projected revenue and expenditures for the 2011 budget. (Exec.D) Thornsbury presented the capital projects budget for 2011. Discussion followed regarding projects for 2011.	By consensus, the PC reviewed the budget and directed staff to make modifications. The 2011 Budget Public Hearing will be November 2, 2010 at the Port Commission meeting, pursuant to RCW 53.35.020.
Administrative Matters Consent Agenda	Minutes – October 5, 2010 Vouchers – October 19, 2010 #24027-24040, \$14,288.88. Payroll Vouchers – October 20, 2010 #D10001-D10005 & #24041-24044 \$8.098.24	PC Schmitt M, to approve the consent agenda, PC Vinyard S, MP
Executive Director's Report: Tenant Improvements-Building 1D	(Exec.D) Thornsbury said the Tenant Improvement Agreement for Building 1D has been signed by Insitu.	
Harbor Drive Improvement Project	(Exec.D) Thornsbury said the wastewater line installation is 75% complete. Thornsbury said the water tap on Lakeview Blvd was completed today and the water line will be installed next week. Thornsbury said paving is estimated to happen November 10 th or 12 th .	
Building 1B	(Exec.D) Thornsbury presented the Building 1B draft lease and said the draft lease is based on the Port's standard lease language. Discussion followed. Thornsbury said a draft lease with the discussed modifications would be provided to Insitu the following day.	

Executive Director's Report: cont. WPPA Legislative Agenda	(Exec.D) Thornsbery asked if there were any comments regarding the Port related legislative issues summary. There were no comments.	
Miscellaneous Committee Updates	<p>Herman: PC Herman nothing.</p> <p>Schmitt: PC Schmitt nothing.</p> <p>Vinyard: PC Vinyard said the next EDA meeting will be November 18th. PC Vinyard suggested that PC Herman be the Port Commission Representative to negotiate with Insitu. PC Vinyard said that PC Herman represents the voters of the BPT area and he has developed a working relationship with key people at Insitu. PC Vinyard said PC Herman is to bring any issues to the PC for discussion.</p> <p>PC Herman said he asked (Exec.D) Thornsbery write a letter to County Commissioner Ray Thayer to encourage him to work towards an additional access at Bingen Point. PC Herman said a copy of the letter will go to Representatives Chandler, Representative Taylor, Senator Honeyford, and Insitu.</p>	
Public Comment	Brad Roberts, Rivermile 172, said his crane has been tagged and asked the Port to be on the look out.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:42pm.	

Approved on NOVEMBER 2, 2010
(Date)

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

/s/ MARC D. THORNSBURY
Marc Thornsbery, Executive Director

/s/ JIM HERMAN
Jim Herman, Secretary