

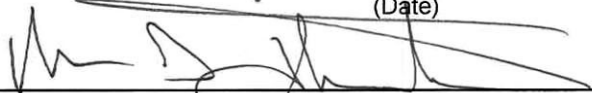
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Jenny Taylor, Insitu.	Meeting called to order at 4:31pm.
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – July 31, 2012. Minutes – August 14, 2012. Payroll Vouchers – August 20, 2012 #24897, #D10504-D10511, \$9,061.73. Vouchers – August 21, 2012 #24898-24901, \$7,061.19. Vouchers – September 4, 2012 #24904-24916, \$117,237.69. Payroll Vouchers – September 5, 2012 #24902-24903, #D10512-D10526, \$12,194.77.	PC Schmitt M, to approve the July 31, 2012 minutes, PC Vinyard S, MP 2-0. PC Herman abstained because he was not present. PC Herman M, to approve the August 14, 2012 minutes, PC Vinyard S, MP 2-0. PC Schmitt abstained because he was not present. PC Schmitt M, to approve the vouchers, PC Herman S, MP 3-0.
Old Business Community Councils	(Exec.D) Thornsby presented the PC with a revised Community Council schedule. Thornsby said he has completed the power point presentation. PC Schmitt said he will try to hold a meeting in Appleton. PC Vinyard wanted to know if we could attend a Rotary meeting. PC Herman said he would like to attend a Chamber of Commerce meeting.	

<p>Old Business continued...</p> <p>Lot 34 Lease</p>	<p>(Exec. D) Thornsbury said the self-insured retention language has been removed because it has been determined that, in fact, Boeing does not have a self-insured retention as previously stated. The lease has been forwarded to Boeing for review. Jenny Taylor, Insitu, said the units should arrive in two weeks.</p>	
<p>Lot 24 Lease</p>	<p>(Exec. D) Thornsbury said we are moving forward but much time has been spent resolving the Lot 34 insurance issue. Thornsbury said some sections have been sent out to Trammel Crow and the vacancy and access sections may be an issue. Thornsbury said he is working with Port Council to get issues resolved. PC Schmitt encouraged keeping this lease review process as simple as possible. PC Herman said because this lease is for a longer term, it needs to be finer tuned than the Lot 34 lease. PC Vinyard wanted to know if the lease is something Thornsbury can get done in the timeframe or if we need to bring in additional help. Thornsbury said this might be done more quickly if more legal resources were available. PC Herman said he agrees that if we have to spend money on an extra attorney to get the lease details correct, then it would be worth the cost. PC Vinyard suggested having an additional attorney in the queue to help if we run into another delay. Thornsbury said it will take time to bring an attorney up to speed on the lease, but if we want to speed up the process then we need to have additional resources to dedicate to the Port's requests. PC Schmitt said we want a quality lease, but we also need it to get it done. Jenny Taylor, Insitu, said she has a deadline she must meet or they need to look elsewhere for a location. PC Herman asked Thornsbury if he can get the lease completed by Insitu's deadline. Thornsbury said only with additional resources at additional expense. Thornsbury said he will go through the lease and do an assessment of what has been completed and what needs to be completed with the lease. Thornsbury said if Trammel Crow can indicate which sections they consider acceptable then that will give us an idea of what is left to do. Thornsbury said if the assessment shows 50% of the lease has been approved then we will continue on, but if less than 50% then we need</p>	<p>PC Schmitt M, to authorize (Exec.D) Thornsbury to seek additional attorney staff to resolve the Lot 24 lease by September 30, 2012, PC Herman S, 3-0, MP.</p>


Old Business continued...	additional attorney staff. The PC and Taylor suggested to Thornsby to have a meeting with Trammel-Crow and the Port Attorney. The PC	
Lot 24 Lease continued...	agreed to call a special meeting if necessary to get the lease completed.	
New Business	None	
Executive Director's Report	(Exec.D) Thornsby said Crestline is screening the material on the former BNSF property in preparation for fill. Thornsby said Nutter will do erosion control first and then start grading Lot 10. Thornsby said that once Lot 10 is leveled then material will be removed from Lot 23.	
BP Infrastructure Project	(Exec.D) Thornsby explained the project and talked about the critical timing of the relocation of utilities. Thornsby said Gorge Networks and Charter Communication are also adding facilities.	
Snow Stops	(Exec.D) Thornsby said snow stops are going to be installed on the Building 1E and 1D roofs to help prevent damage to the vents and gutters following winter snowfall events.	
Bldg 1C	(Exec.D) Thornsby said once the tenant moves out, drip guards will be installed on the bottom of the walls and insulation will be replaced to address the mouse infestation. Thornsby said an overhead garage door will also be installed before the building will be leased again.	
Lot 34 Utilities	(Exec.D) Thornsby talked about relocating the utility vaults and said the project should still have only one power outage. Thornsby said that power outage has become a concern for our tenants. Thornsby said the PUD could do the project on a weekend at an additional cost of \$18,000. Portable generators were discussed.	By consensus, the PC agrees to have the PUD start the outage at noon and reduce the estimated overtime charge to \$9,000.
Marine Facilities	(Exec.D) Thornsby said he has been approached by an individual seeking to tie up a working vessel for repairs. Thornsby asked for more details but has not received them. Thornsby said Maul Foster and Alongi will be doing a walkthrough next week and will also do soundings of the harbor and the mouth of the harbor. Thornsby said this will assist in determining if the Port would have to dredge or limit the depth of vessels. Thornsby said they are also working on the marina parking design.	

Commissioners Reports: Committee Updates	PC Vinyard: Nothing. PC Schmitt: Nothing. PC Herman: Nothing.	
Public Comment	Jenny Taylor, Insitu, explained the Insitu/Boeing lease approval process. Taylor said there is a risk of not having a signed lease in place. Taylor said Lot 34 project will bring 75 jobs to Bingen Point.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:54pm.	

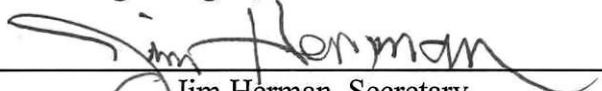
Approved on September 18, 2012
 (Date)



 Marc Thornsbury, Executive Director



 Margie Ziegler, Administrative Assistant



 Jim Herman, Secretary