

**MINUTES OF THE REGULAR COMMISSION MEETING
PORT OF CAMAS-WASHOUGAL
MAY 2, 2017**

By: Yvette Blum, Executive Assistant

A regular meeting of the Commissioners of the Port of Camas-Washougal was held at the Port Offices, 24 South 'A' Street, Washougal WA on Tuesday, May 2, 2017, at 5:00 p.m.

PRESENT: Commissioners John Spencer, Bill Ward and Larry Keister; Executive Director David Ripp; Executive Assistant Yvette Blum; Finance Director Kim Noah; Project Manager Jeremy Wilcox; Kyle Chinn, Accounts Payable; the Goodstein Law Group via phone; and members of the public.

At 4:30 p.m., the commission recessed into Executive Session to discuss two matters pertaining to potential litigation, two matters pertaining to property disposition and one matter pertaining to personnel evaluation, pursuant to RCW 42.30.110(c) (g) and (i)).

At 5:00 p.m., following the Pledge of Allegiance, Commission President John Spencer called the Open Session public meeting to order.

- **CONSENT ITEMS**

- Minutes

Executive Assistant Blum presented Minutes from the April 18, 2017 regular meeting. Reading of the Minutes was dispensed with, it being noted that copies had been provided previously to all Commissioners. After brief discussion, upon motion by Commissioner Ward, seconded by Commissioner Keister and carried unanimously, Minutes were approved as presented.

- Claims / Checks

Kyle Chinn, Accounts Payable, presented the current payables. After brief discussion, upon motion by Commissioner Keister, seconded by Commissioner Ward and carried unanimously, the electronic payments and the issuance of general fund checks 10018-10019 and 3466-3491 in the total amount of \$129,643.88 were approved as presented.

- **NEW BUSINESS / DISCUSSION ITEMS**

- Condemnation Update

Director David Ripp updated the Commission on the negotiations with 6th Street property. The property is needed for safety and straightening/widening of a public roadway necessary to serve the Port's economic development plan for the surrounding properties that will create public and private investment and uses, business and commercial opportunity, and enhanced public access. No agreement has been negotiated nor has a hearing date been set yet. Negotiations to come to terms on property value are continuing. No decisions were made.

- 2017 First Quarter Report

Finance Director and Auditor Noah presented a report on the first quarter of 2017, which included the following:

- ❖ Power Point Graphs:
 - Operating Revenues 5 Year Trend;
 - Operating Expenditures 5 Year Trend;
 - Airport Revenues and Expenditures 5 Year Trend;
 - Marina Revenues and Expenditures 5 Year Trend;
 - Moorage Revenues 5 Year Trend;
 - Moorage Occupancy Rate 5 Year Trend;
 - Real Estate/Industrial Park Lease Revenues and Expenditures 5 Year Trend; and
 - Parks and Trails Revenues and Expenditures.

- ❖ Detailed Reports:
 - Five-Year Trend comparing first quarter date from 2013-2017;
 - First Quarter Revenue and Expenses;
 - 2017 Budget vs First Quarter; and
 - Capital Improvement Projects – shows completed and ongoing projects.

Brief discussion followed. No decisions were made.

- Delegating Bond
Finance Director and Auditor Noah presented 2017 Revenue Bonds draft. This bond allows Ripp or Noah to purchase bonds based on the specifications outlined within the document. Discussion followed on if investing partial funds for a higher rate of return would be an option. Noah advised that the funds will be required for projects before any investment could come to term. Final draft of the Revenue Bonds will be presented at the next meeting for approval. No decisions were made

- **PUBLIC COMMENT #1**
Todd Tkach, Washougal, inquired about dock business requirements and if the Port will be expanding the Marina. Ripp advised that we are not expanding currently but in the future, up river or Lady Island may be an option.

- **ACTION ITEMS**
None

- **STAFF REPORTS & COMMENTS**
Director Ripp reported:
 - Commission Planning Retreat Agenda, scheduled for May 12, is ready for review. [NOTE: During discussion Retreat was rescheduled until after the WPPA Spring Conference and will now take place MAY 26, 2017]. An option to updating the Strategic Plan by using a “Vision” to set goals will be evaluated.
 - WPPA Spring Conference is May 17-19, 2017 in Cle Elum, WA.
 - A special thank you to Angelina Anderson for her hard work and great planning of the Earth Day Event. Over 500 plants were planted and we had a great turnout for the event.

Jeremy Wilcox reported that the permits for C-Row should be in hand by tomorrow. Tapani, Inc. is on site preparing to start. Testing new cameras in the marina currently to assure quality.

- **COMMISSIONER REPORTS**

- Commissioner Ward commented on the Waterfront Development study including the PSU Study and the Hansen Study, which all point to commercialization. Recent studies showing a decline in retailing because of the on-line market. Would like to have further discussion on a Corporate Center similar to Banfield Pet Hospital or Fisher Investments as an option for commercial and residential development. Invited Mike Bomar of CREDC to speak at the next meeting to explore what drew Banfield Pet Hospital to its current location as a Corporate Center. The Waterfront is an area under development where livability meets profitability.

Commissioner Keister congratulated Kim Noah on her acceptance as Board Member of the Friends of Columbia Gorge Commission. Commented that he liked Bill’s idea about a Corporate Center and that it ties into the “Live - Work - Play” idea for the area.

Commissioner Spencer commented on the East County Development meetings as being beneficial and offering information as to what the community wants and can come together as a community to provide. The goal being to get discussion going to form a community wide coalition.

- **PUBLIC COMMENT #2**

- Richard Hamby, Washougal, commented on being supportive of doing the Waterfront Development the right way, not the quick way.

Gideon Seeds, Washougal, commented on adding food carts to parking areas of Waterfront.

- The meeting adjourned at 6:15 p.m.

PORT OF CAMAS-WASHOUGAL COMMISSION

Commissioners