

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF PORT COMMISSIONERS
PORT OF CAMAS-WASHOUGAL

The regular meeting of the Board of Commissioners of the Port of Camas-Washougal was held at the Port offices on Monday, August 18, 2008, at 3:00 p.m.

PRESENT: Commissioners Hargrave, Carroll and Ward, Executive Director Ripp, Scot Walstra, Kim Maloney, Mary Murphy, Attorney MacPherson, and members of the public.

From 3:00 p.m. to 4:00 p.m., the Commission recessed into executive session to discuss a matter relating to potential litigation and three matters relating to property disposition. Following the executive session, the Commission reconvened into general open session.

Upon motion duly made, seconded and carried, reading of the minutes of the regular meeting of August 4, 2008 were dispensed with and the minutes of that meeting were approved as written, it being noted that a copy of the minutes had previously been provided to all commissioners.

It was moved by Ward, seconded by Carroll, and unanimously declared to be the Order of the Board to approve general fund vouchers 18968-18970 in the amount of \$13,218.12 and 86-92, 104869-104879, and 18971-19022 in the total amount of \$88,380.16, and to authorize the issuance of warrants in payment thereof.

It was moved by Ward, seconded by Carroll, and unanimously declared to be the Order of the Board to approve a lease for AP-5 with Karen Ferguson for the period of September 1, 2008 - August 31, 2009 at the rate of \$1,000.00 per month, plus leasehold tax.

It was moved by Carroll, seconded by Ward, and unanimously declared to be the Order of the Board to authorize the execution of a Fulfillment Deed given the final payment received on the Real Estate Contract from Steve Carroll.

It was moved by Ward, seconded by Carroll, and unanimously declared to be the Order of the Board to accept the Rail Repair Project as complete and to authorize the release of retainage.

Commissioner Hargrave then announced the discussion of the 2009 marina rates. Materials were distributed by staff which compared marina rates in the vicinity. Commissioner Hargrave announced that at the next meeting the Commissioners will take public comment and make a decision about the 2009 marina rates.

The Commissioners thereafter heard a presentation from Ginger Metcalf of Identity Clark County concerning the Columbia River Crossing Coalition. No decisions were made.

The Commissioners thereafter heard a presentation from a representative of Hagedorn Survey relating to the Marina Area Property Survey. No decisions were made.

The Commissioners thereafter heard a presentation from Roberta Tidland and Doug Lee, Architect, relating to the Chinook Memorial Preliminary Plan. No decisions were made.

As staff reports, Executive Director Ripp provided as follows:

- A) Building No. 14 Update;
- B) Strategic Planning Update;
- C) Request for proposals for East Industrial Park Standards Update;
- D) Demolition of Sixth Street houses;
- E) Airport Layout Plan Meeting;
- F) Float Ramp Project;
- G) Dredging Permit Update;
- H) Tri-Port Meeting;
- I) Staff Retreat.

See attached Executive Director's Report.

Attorney MacPherson then provided an update relating to the status of the Riverwalk litigation.

Under the public input portion of the meeting the Commissioners heard comments from the public regarding the Strategic Planning Process; Marina Area Survey; rezone request for Marina Area; and the Riverwalk litigation matter.

The meeting then adjourned.

PORT OF CAMAS-WASHOUGAL

By: _____

Commissioners

Executive Director's Report
August 18, 2008

Building #14

No real changes from the last Port meeting. The project is moving ahead and I feel that Team Construction is still on task for an October completion. We are still moving ahead with a potential client for 3,750 square foot portion of the building. The Port will be required to construct a demising wall and the tenant will handle its own tenant improvements, as well as constructing a restroom.

2008 Port Strategic Planning

As I mentioned at the last Port meeting, staff was going to meet with a facilitator this last week. After talking with a couple of other ports and having a past history with this facilitator, we meet with JD White. JD White has completed a number these Strategic Planning sessions for other ports and has a good understanding of our process and what we would like to accomplish.

As shown at the last Port meeting, here were some of my thoughts for a possible process:

- We need to indentify our stakeholders (i.e. industrial tenants, marina tenants, etc).
- Develop plan/goals for the entire Port, but also have plan/goals for each division of the Port (Ind. Park, marina, airport).
- Develop a questionnaire for staff, tenants and public that will help the Port

Historical Park

The overview of the entire Port's water front, Marina and Historical Park will be ready for review. Bill Johnson from Hagedorn will be present to answer any questions. I will have the map set up on a Power Point to make it easier for everyone to see.

East Industrial Park Visioning/Development Standards

As mentioned at the last Port meeting, the Request for Proposals went out at the end of July and they are due back to the Port by August 25. Staff has had several conversations with interested firms and have meet with one company to discuss the project. The goal is to review the proposals and come up with at least 4 to interview. I am hoping to have a firm chosen by our second meeting in September.

Port Projects

The demolition of the 6TH Street houses should take place this week. Green Construction, who is a local contractor, was the low bidder. The bid amount was \$10,765.90.

The Airport Improvement Plan/Environmental Assessment public information kick off meeting will be held at the Camas High School auditorium on September 9th at 7:00pm.

The float ramps have returned from the galvanizers and are looking good. The next phase will be to get them ready for placement and that should take place in the next couple of weeks.

The permitting for the dredging has been moved one step closer to completion. The Department of Ecology has given their approval, with a remaining 21-day public comment period. The only approval the Port is waiting for is from the National Marine Fisheries Service. I am hoping for approval from them in the next 30 days.

Other

We are still working on dates for the next 3-Ports meeting. The meeting will be held at the Port of Camas-Washougal. Mary is currently looking at dates toward mid-November.

Note: Executive Assistant's Open Meeting Summary attached.

AUGUST 18, 2008 OPEN MEETING SUMMARY
By: Mary Murphy

OPEN SESSION

• **CONSENT ITEMS**

A. Minutes

Minutes from August 4, 2008 were approved.

B. Claims /Vouchers

Vouchers were approved.

• **ACTION ITEMS**

C. Approval of Lease for AP-5 – After discussion, the Commissioners unanimously approved a 1-year lease at \$1,000/mo. + LHT, with a \$1,000 security deposit.

D. Deed Execution to Finalize Sale of Property to S. Carroll – Auditor Kim Maloney explained that Mr. Carroll had paid off the balance owing to the Port for the 2003 purchase of 1.16 acres of land. The Commissioners executed the Fulfillment Deed to complete the transaction.

E. Accept Rail Repair Project as Complete – Director Ripp reported on the successful completion of repairs done to the rail in the Industrial Park, and the Board unanimously accepted the job as complete.

• **NEW BUSINESS/DISCUSSION ITEMS**

F. Marina Rate Survey - Debra Itzen presented the survey results from the 2008 Marina Survey. The Board discussed and announced that they would take public input and then make a decision on the 2009 moorage rates at the September 2nd meeting.

G. Columbia River Coalition – Ginger Metcalf, Executive Director of Identify Clark County, gave a presentation to the Board on the Coalition, and invited the Port to become a member. Directed to put on next agenda for discussion and possible decision.

H. Marina Area Survey – Bill Johnson, of Hagedorn, Inc. reported on the latest information from their survey of the Marina area property. No decisions were made.

I. Chinookan Memorial – Doug Lee, Landscape Architect, presented preliminary plans for the design/placement of the Chinookan Memorial in the Historical Park. After lengthy discussion, the Board directed that a meeting be held in

the Park to go over the plans which currently impede on the parking lot. Director Ripp will arrange such a meeting.

- **STAFF REPORTS**

J. Director Ripp's report (attached) included:

- 1) Bldg. 14 Update;
- 2) 2008 Port Strategic Planning
- 3) Historical Park;
- 4) East Industrial Park Visioning/Development Standards;
- 5) Port Projects; and
- 6) Other

Shawn MacPherson, Port Council – reported on the RiverWalk arbitration: hearing set for the week of December 1-5, 2008; and the arbitration panel ruled that (1) the location will be changed from Seattle to Vancouver (location to be announced), and that (2) no public attendance shall be allowed.

- **COMMISSIONER REPORTS** – None.

- **OPEN FORUM / PUBLIC INPUT** -

- ✓ Richard Hamby – Commented on the Marina area survey and the Historical Park.
- ✓ Joe Levesque – Commented on the arbitration.
- ✓ Martha Martin – Commented on the arbitration.
- ✓ Marianne Guetter – Commented on the arbitration.

MEETING ADJOURNED