

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, September 15, 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 press and public.

From 3:00 p.m. to 4:00 p.m., the Commission recessed into executive session to discuss one matter relating to potential litigation and four 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 September 2, 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.

It was moved by Ward, seconded by Carroll, and unanimously declared to be the Order of the Board to approve general fund vouchers 101-107, 104893-104905, and 19074-19125 in the total amount of \$108,691.53, and to authorize the issuance of warrants in payment thereof.

It was moved by Carroll, seconded by Ward, and passed by the Board, with Commissioner Hargrave dissenting, to provide for membership in the Columbia River Crossing Coalition for a period of five years at \$1,000.00 per year, with annual review of the Port's obligation in this regard.

It was moved by Ward, seconded by Carroll, and unanimously declared to be the Order of the Board to authorize the execution of a Purchase and Sale Agreement for acquisition of certain real property located near the Grove Field Airport of 1.92 acres in size for a purchase price of \$399,900.00, upon satisfaction of certain conditions and a sixty day closing period.

It was moved by Ward, seconded by Carroll, and unanimously declared to be the Order of the Board to accept the low bid received from Roof Toppers, Inc. on the Building 5 re-roof project and to authorize the Executive Director to execute a contract in the amount of \$39,957.18, including tax.

It was moved by Ward, seconded by Carroll, and unanimously declared to be the Order of the Board to authorize the Executive Director to accept the responsible low bidder on the Building 14 Demising Wall Project on the condition that the bid be no more than the amount of \$15,000.00.

The Commissioners thereafter discussed the meeting schedule and noted that Commissioner Carroll will not be present at the October 20, 2008 regular meeting.

The Commissioners thereafter discussed the Marina area survey. No decisions were made.

The Commissioners thereafter took public input in relation to the proposed 2009 Marina rates and noted that the decision on the Marina rates would be made at the next meeting.

Executive Director Ripp gave the following reports:

1. Summary of Waterfront Development seminar;
2. 3-Ports meeting update - meeting on November 13, 2008 at Port of Camas-Washougal.
3. Strategic planning process proposal - further discussion on September 29 regular meeting.

Scott Walstra then provided a summary of the Waterfront Development Conference he recently attended.

Under the Commissioner reports portion of the meeting Commissioner Ward discussed consultant fees and his attendance at a PLPAC meeting; Commissioner Carroll discussed the progress of the Chinook Indian Federal Recognition and his impressions of other Marinas; Commissioner Hargrave discussed the W & H Pacific presentation he attended on the Grove Field Airport Environmental Assessment.

During the public input portion of the meeting the Commissioners heard comments from the public regarding PLPAC; the Park Rezone; Marina traffic; Hambleton property; RiverWalk Update.

The meeting then adjourned.

PORT OF CAMAS-WASHOUGAL

By: _____

Commissioners

[Note from Port staff: No written Executive Director's Report was prepared; the Executive Assistant's Open Meeting Summary is attached.]

SEPTEMBER 15, 2008 OPEN MEETING SUMMARY

By: Mary Murphy, Executive Assistant

OPEN SESSION

- **CONSENT ITEMS**

- A. Minutes

Minutes from September 2, 2008 were approved.

- B. Claims /Vouchers

Vouchers were approved.

- **ACTION ITEMS**

- A. Membership in Columbia River Crossing Coalition – After discussion, the Commissioners approved membership for a 5-year period and a contribution amount of \$1,000 for this year, with the intention of assessing the Coalition's progress annually to determine the Port's annual contribution. Commissioner Hargrave asked that his preference for a \$2,500 contribution, as a better show of support, be put on the record.

- B. Liehr Purchase & Sale Agreement – After discussion, the Commissioners unanimously approved signing the Purchase & Sale Agreement regarding the Liehrs' property adjacent to Grove Field Airport. The closing on the purchase will take place within the next 12 months after the Port conducts due diligence.

- C. Award of Contract for Bldg. 5 Re-Roof – Director Ripp reported on the results of the request for bids. After discussion, the Commissioners authorized Director Ripp to award the contract to Roof Toppers in the amount of \$39,957.18, which includes tax.

- D. Authorize Award of Contract for Bldg. 14 Demising Wall – Director Ripp informed the Commissioners that the Port was out for bid on installation of a demising wall in Bldg. 14, to accommodate a tenant in Suite 4. The bids are due September 19th. He requested advance authority to award a contract to the lowest responsible bidder, so the work could begin as soon as possible after the bid opening. After discussion, the Board authorized Director Ripp to award a contract for Bldg. 14 demising wall, not to exceed \$15,000.

- E. Meeting Schedule – After brief discussion, during which Jim Carroll's scheduled absence for the October 20th meeting was announced, the Board made no changes to the October meeting schedule.

- **NEW BUSINESS/DISCUSSION ITEMS**

- F. Marina Area Survey Update – Director Ripp presented the most recent map from Hagedorn to the Board. After review and discussion, Director Ripp said he would report at the Sept. 29th on the process for (1) lot line adjustments; (2) street vacation; and (3) rezone procedures.

- G. Marina Rates for 2009 – With input from Kim Maloney, Finance Director/Auditor, and Debra Itzen, Accounts Payable Manager, the Board reviewed data on rate history, operating revenues, and current and projected operating costs for the Marina. They also heard information from staff regarding the potential impacts of changing the minimum 2-mo. moorage requirement and offering seasonal rates.

Next, the Commissioners invited public input, which consisted of a single comment that 'any increase above 3% would penalize the Marina tenants.'

Commissioner Hargrave announced that a decision on the 2009 Marina rates would be made at the September 29th meeting. The effective date will be January 1, 2009.

- **STAFF REPORTS**

- H. Director Ripp's oral report:

- Director Ripp and Scot Walstra, Director of Planning & Development, attended a Waterfront Development seminar September 10-12. Director Ripp stated that Bremerton's waterfront is a good example of a successful public/private development. Mr. Walstra commented that the seminar was very informative and that those Ports doing more recreational development than before are still promoting economic development by including the revenue-generating side of the recreational element.
- The 3-Ports meeting is scheduled for Thursday, November 13th here at the Port of C-W, from 6:00 to 8:00. Dinner for the attending Ports will be included.
- Regarding the strategic planning process, JDWhite's spreadsheet proposal was compared to one provided by Commissioner Ward, which is a linear plan with specific results spelled out for each step. Director Ripp encouraged the Board to review both and bring their own

proposals/suggestions to the Sept. 29th regular meeting, and he will do likewise.

- **COMMISSIONER REPORTS**

- Commissioner Ward:

- At the Sept. 2nd meeting, the audience commented on the Port's use and cost of consultants. Commissioner Ward explained that the Port needs public involvement at every step on projects, and has to use outside resources to get that. The cost of public outreach is part of the cost of a project.
- Reported on his attendance at the Sept. 11th PLPAC meeting, and the discussion about the Chinookan Memorial. Stated the need for a 'long-range' plan for the Marina Park and the Historical Park.

- Commissioner Carroll commented on the efforts of the Chinookan Tribe to gain recognition. He recommended that the Port look at other Ports' costs when evaluating moorage rates.
- Commissioner Hargrave commented positively on the Sept. 9th Public Information Meeting facilitated by W&H Pacific, and said he's looking forward to seeing the project move forward.

- **OPEN FORUM / PUBLIC INPUT -**

- ✓ Roberta Tidland & Ceil Kirchner – Thanked the Port for approving the re-configured design for placement of the Chinookan Memorial in the Historical Park, and announced plans for a Groundbreaking to be held either Sept. 19th or Sept. 26th; the final date will be announced shortly. They have already contacted the Post-Record about the upcoming event. They then noted that a walnut tree in the path of the Memorial will need to be transplanted, and plan to consult with Doris Tillman, Lead Landscaper for the Port, regarding the appropriate site.
- ✓ Richard Hamby – Clarified that the rezone request for the park area came from a larger group than the PLPAC. Commented that the public input meeting doesn't need to wait for the process (street vacation, lot line adjustment, etc.) to be resolved.
- ✓ John Wagoner – Commented on traffic and parking issues in the Marina's parking lot over the weekend; on the sale of Hambleton Bros.; and the RiverWalk arbitration.

MEETING ADJOURNED