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, March 4, 2014, at 5:00 p.m.

PRESENT: Commissioners Bill Macrae-Smith, Mark Lampton and Bill Ward; Executive Director David Ripp; Finance Director & Auditor Kim Noah; Executive Assistant Mary Murphy; the Goodstein Law Group; and members of the press and public.

At 5:00 p.m., following the Pledge of Allegiance, Commission President Bill Macrae-Smith called the Open Session public meeting to order.

- **CONSENT ITEMS**
- **Minutes**
  The reading of the Minutes from the regular meeting of February 18, 2014 was dispensed with, it being noted that a copy of the Minutes had been provided previously to all Commissioners. After brief discussion, upon motion by Commissioner Ward, seconded by Commissioner Lampton and carried unanimously, the Minutes from the February 18, 2014 regular meeting were approved as presented.

- **Claims/Vouchers**
  After review and discussion, upon motion by Commissioner Lampton, seconded by Commissioner Ward and carried unanimously, general fund vouchers 1620-1633, 105695-105698 and 25026-25084 in the total amount of $219,746.89 and the issuance of warrants in payment thereof, were approved.

- **NEW BUSINESS / DISCUSSION ITEMS**
- **Presentation by Portland State University’s Convergence Community Planning Project**
  Finance Director Kim Noah stated that following award of a grant through Portland State University’s Urban Studies Program, she has been working with PSU students whose goal is to develop a plan to connect the waterfront development project with downtown Washougal. She referenced a handout entitled “Washougal Waterfront: A Community Connected” prepared by these students from the Master of Urban and Regional Planning program at Portland State University. (The handout is available on the Port website.) She added that the students are working with the Port and City of Washougal on the plan, and introduced PSU students Shannon Jamison, Project Manager, and Julieta Metz, Engagement Coordinator, leading the project entitled ‘Convergence Community Planning Project.’
  Shannon Jamison explained that there are six members on the PSU project team. She listed three challenges with the project: (1) lack of access to the waterfront site as it now stands; (2) a lack of connectivity between the downtown and the waterfront; and (3) concern about competition between downtown businesses and those which may site on the waterfront. She explained that their goal is to work together to create a community vision that will connect and complement the downtown, as well as support the creation of a local and regional identity for the City of Washougal. Julieta Metz reviewed the plans to involve the public in the entire process which will involve research, public engagement, data analysis and recommendations, and a final Waterfront Vision Plan.

A brief Q&A session followed:
Martha Martin, Washougal business owner:  Q: How will business owners be involved?  A: Door-to-door canvassing and one-on-one dialogue with business owners.
Richard Hamby, Washougal: Q: Commented on bringing in outside resource for project. A: Gain fresh ideas and new perspectives on how to connect the waterfront and downtown Washougal. Joyce Lindsey, Washougal Councilwoman, expressed positive comments about the PSU project. Larry Keister, Washougal: expressed importance of connecting downtown with waterfront development; asset to entire community. Marianne Guetter, Washougal business owner: Q: Concerned that Camas is not represented. A: The PSU project team is including Camas in stakeholder interviews and will soon be attending a downtown Camas First Friday event to gather public input. It was noted that the application to have PSU conduct this study was submitted by the Port and the City of Washougal, and the project is specifically geared to ensure connectivity between downtown Washougal and the Port’s waterfront development. No decisions were made.

- **Pump Station Engineering**
  Project Manager Jeramy Wilcox reported that upgrades are needed to the 1965 pump station and that the work should be done in phases. He explained the timeline and limited work window, reviewed the proposals received, and recommended moving forward with Meier Engineering whose scope of work was most practical and would not impact the necessary running of the pumps. Wilcox stated that the first step would be electrical engineering and design, and Meier will determine the sequence of operation and equipment to be updated. He added that the pumps are one of the most important pieces of equipment given the value of the pumps in flood prevention, and that a quality upgrade at this time will save the Port money in the future. Discussion followed. Director Ripp added that a contract with Meier Engineering will be presented for approval during Action Items. No decisions were made.

- **PUBLIC COMMENT #1**
  None.

- **ACTION ITEMS**
  - Accept the Marina Projects as Complete
    Project Manager Jeramy Wilcox reported that Legacy Contracting, Inc. has completed their portion of the Marina Projects begun in 2013, which are: piling replacement; H-Dock reconfiguration; and installation of new headwalks. He added that the Port’s maintenance crew will be working on utilities and other miscellaneous tasks to bring the Marina to 100% operation, but Legacy’s responsibilities have been fulfilled, and requested that the commission accept the Marina Projects as complete. Upon motion by Commissioner Lampton, seconded by Commissioner Ward and carried unanimously, the Marina Projects done by Legacy Contracting were accepted as complete, effective March 4, 2014.
  - Approve Contract for Pump Station Engineering
    Director Ripp requested approval of a contract with Meier Engineering for engineering and design work in connection with upgrade of the Pump Station, as presented during Discussion Items. After discussion, upon motion by Commissioner Lampton, seconded by Commissioner Ward and carried unanimously, the Executive Director was authorized to execute a contract with Meier Engineering, as presented, effective March 4, 2014.

- **STAFF REPORTS & COMMENTS**
  Director Ripp’s verbal report included:
  - Public/Private Partnership Conference February 23-25, 2014 in Dallas TX
  - Bldg. 15 Update

- **COMMISSIONER REPORTS**
  Commissioner Lampton commented on the P3C conference, opportunities with “New Market Tax Credits” and recommended a future presentation to inform the commission and staff.
Commissioner Ward commented on Pacific NW Waterways Association seminar and a gathering at Kiggins Theatre on the proposed oil terminal at Port of Vancouver. He proposed inviting a Gramor Development representative to a commission meeting to give a presentation and to acquaint Gramor with Port properties. He also commented on title of the Convergence Work Plan.

- **PUBLIC COMMENT #2**
  Joyce Lindsey, Washougal City Councilwoman, commented on local train traffic affecting Washougal access and grade-separated crossings.
  Martha Martin, ECFR Commissioner, commented on liability of BNSF and training for emergency personnel in towns along train route.
  Larry Keister, Washougal, commented on need to stop exporting natural resources, i.e., coal and oil.

  At 6:03 p.m., the Commission recessed into executive session to discuss five matters relating to property disposition pursuant to RCW 42.30.110(c).

  Following executive session, the Commission reconvened into general open session and Commission President Macrae-Smith immediately adjourned the meeting at 6:20 p.m.