

**PORT OF COLUMBIA**  
Regular Monthly Meeting Minutes  
July 8, 2015

Commissioner Warren opened the meeting at 10:00 am at the Port office. Those present were Commissioners Warren, Crowe and Marvin, Manager Dickinson, Auditor Shochet, EDC McMasters, members of the press Chloe Allmond, Michelle and Mike Smith.

The minutes to the June meeting were discussed.

**MOTION** was made by Commissioner Marvin, seconded by Commissioner Crowe to approve the June minutes as written. Motion carried with no further discussion.

Inquiry summary was reviewed. Commissioners noted that BMS website hits continue to increase.

Dickinson reviewed the budget report. Quarterly taxes were done. An annual land payment (0% interest) for the Bell Farm was paid in June. A tenant who was sent to collections was discussed briefly. Dickinson reported that there is one more task before the Port is reimbursed for the solar panels at BMS. A usage monitor needs to be installed in the market. The solar energy production/consumption can also be viewed from a website. The panels are already generating power. Shochet noticed a \$170 saving on the most recent electric bill that can be attributed to the solar.

Dickinson opened a discussion about whether or not to post the Port budget on the Port website. Some port districts do, some do not. It was agreed that to protect tenant privacy, the 2016 budget would be on the website, without the tenants' names.

Dickinson reported that the directors of the Washington Public Ports Association will be touring the Port of Columbia on July 16<sup>th</sup>. The directors will tour BMS and have dinner at the Weinhard Café. About 40 people are expected. It's a big honor that the Port of Columbia was selected for the tour.

McMasters reported that Foodstock is to take place on Alumni Weekend, July 18<sup>th</sup> after the parade. There will be food, live music, a bounce house and a tie-dye T-shirt table. He is marketing the event heavily via social media, the press and NPR. The FABREO tradeshow in Pasco was very beneficial to the BMS tenants who participated. They made good contacts. Dickinson and McMasters met a prospective BMS tenant (phase 2) at the event. McMasters shared new post-construction BMS brochures with the commissioners.

Commissioner Warren inquired about growth data for Dayton. Dickinson explained that except during census years, the projections come from the Office of Financial Management and their figures do not match the trend witnessed by the community. Dickinson noted that Dayton has been growing since 2000, a first since 1910. Growth can be attributed to the wind industry, and in the future we expect growth due to Columbia Pulp. Dayton's unemployment is comparatively low at 6.4%. Dayton is trending with the stronger counties.

Dickinson reported on her meeting with 4 Point Construction. They are interested in constructing the next building for BMS when a suitable tenant(s) is found. The builder would build double the square footage requested by initial tenants to allow for growth. The builder would lease the land from the Port and be the landlord for future tenants.

McMasters mentioned the new banners placed in front of BMS. Dickinson reported that Lyons Ferry Marina had a fireworks show for the 4<sup>th</sup>, and all is well. Industrial Park had a few AC service calls during the hot weather.

Dickinson reported that Jim Stenkamp took several prospective contractors through the USDA/GSA building at 531 Cameron. He expects 3-4 bids and they will be opened at the July 14 special meeting at 2:00. The bond will close the week of July 20<sup>th</sup>. The schedule for closing signatures was discussed.

There was a discussion about rail operator Watco, and a potential new operator. A 270K grant was awarded to replace and repair existing bridges that have fallen into disrepair. Additional discussion followed about the possible future of the railroad.

Dickinson reported that we have a new 2 year contract with SEWEDA. Columbia Pulp continues to grind through the legal and bond process.

McMasters reported that a BMS tenant (scholarship recipient) attended a 5 day "Be the Entrepreneur Boot Camp" and was very inspired by the classes. McMasters met with a fruit person who may be a good fit for the next phase at BMS. He reported that an enhanced Columbia County recreation study is being done. It will focus on the infrastructure needed for recreation. McMasters informed the group that Manila Bay will close on August 1<sup>st</sup>. He's been recruiting candidates to take over the business. He's met with 3 so far, and is optimistic that Dayton will be able to retain the restaurant. A furniture maker from Milton Freewater is looking for a 1,500 square foot space for his business. The Port has no vacancies; however, McMasters will help him look in town. Commissioner Crowe asked if there is a list of available properties. The Port's is listed on our website, of course, but there is one at the Chamber that it isn't publicized. McMasters may take this on.

Dickinson stated that the Port website needs to be redesigned in 2016. The present site is 8 years old and the navigation needs to be improved.

McMasters reported that all four of the B&O Façade Improvement grant applications were approved and funded. He also mentioned that the SEWEDA ADOs plan to write a grant that would promote the use of dryland farming crops, and keeping the product regional, not exporting by finding value-added uses.

At 10:48 a short executive session was called to discuss a Real Estate matter. No action was taken. The session finished at 10:59.

Next meeting will be the special meeting on July 14<sup>th</sup> at 2:00 to open the construction bids. Next regular meeting will be on August 12<sup>th</sup> at 7:30. Both meetings will be held at the Port office.

11:00 Adjourned.

The following vouchers were presented for approval of payment:

Payroll	\$15,517.89	Stenkemp Architecture	\$12,175.23
WCIF	\$658.43	CenturyLink	\$246.51
Banner Bank GO Bond	\$2,266.07	Sun Pest Management	\$53.95
Banner Bank Ind Bldg 6 N/P	\$4,680.32	Darrell Chapman	\$43.24
Cardmember Services	\$721.65	Marketing Solutions NW	\$435.00
Total Office Concepts	\$121.74	Incidental Fund	\$30.00
Pacific Power	\$667.47	Dallas Dickinson	\$43.08
City of Dayton	\$704.22	Stalzer and Associates	\$1,019.11
Chapman Heating and Air	\$562.12	Department of Revenue	\$4,958.64
US Linen and Uniform	\$75.68	Walla Walla Electric	\$336.54
Steve Shochet	\$24.13	Department of L&I	\$312.94
Cathy Shochet	\$14.38	Dept. of Commerce	\$53,333.33
NPR	\$512.00	Armil	\$3,148.18
Dayton Chronicle	\$79.93	Smith Brothers	\$691.84
City Lumber	\$8.51	Brad McMasters	\$620.83
Dayton Mercantile	\$17.70	Jennifer Dickinson	\$723.44
WA State Imp Security	\$105.40		

The amount of vouchers approved for payment was \$104,909.50

Meeting was adjourned at 11:15am. Next meeting will take place on August 12<sup>th</sup> at 7:30 pm at the Port office.