

PRELIMINARY AGENDA

SPECIAL MEETING

May 18, 2021

I. "COOLER TALK"

11:45 AM

II. OPEN SESSION

12:00 PM

PLEDGE OF ALLEGIANCE

- **CONSENT ITEMS**

- A. Approval of Minutes – Kim
- B. Approval of Checks – Kim

- **NEW BUSINESS/DISCUSSION ITEMS**

- C. 1st Quarter Reports – Staff
- D. Strategic Plan Update – David

- **PUBLIC COMMENT** [3 min. apiece]

- **STAFF REPORTS & COMMENTS**

- E. Chief Executive Officer, Chief Operating Officer and Director of Planning and Development

- **COMMISSIONER REPORTS**

- **PUBLIC COMMENT** [3 min. apiece]

- **ADJOURN**

On March 24, 2020 a new Governor's proclamation went into effect regarding public meetings. By order of Washington State Governor Jay Inslee, Proclamation 20-28.15, the Regular Commission Meeting will be available to the public (only) by conference or video call. **This meeting is accessible via conference or video call at: +1 (253) 215-8782, Meeting ID: 977 5197 8968, Password: 091071 or via this video link: <https://zoom.us/j/97751978968?pwd=V2o3bTRNOUVkMlhZMVo3cHkzZDhuQT09>**

MINUTES OF THE REGULAR COMMISSION MEETING
PORT OF CAMAS-WASHOUGAL
May 5, 2021

By: Juli Burnett, Administrative 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 Wednesday, May 5, 2021, at 4:45 p.m.

PRESENT: Commissioners Larry Keister, Cassi Marshall, and John Spencer; Chief Executive Officer David Ripp; Chief Operating Officer Kim Noah; Director of Planning and Development Mark Miller; Administrative Assistant Juli Burnett, Legal Counsel; and members of the press and public. General public has access through a designated conference call line and Zoom video.

At 5:00pm, following the Pledge of Allegiance, Commission President Larry Keister called the Open Session public meeting to order, noting that because of Governor Inslee's Proclamation 20-28, and the Washington State legislature's Resolution SCR 8402, the Commission is social distancing and at least 10 feet apart. The Chat function has been disabled.

- **CONSENT ITEMS**

- Minutes

Commissioner Keister presented Minutes from the April 21, 2021 – Regular Meeting. Reading of the Minutes were dispensed with; it is noted that copies had been provided previously to all Commissioners. After a brief discussion, a motion was made by Commissioner Spencer, seconded by Commissioner Marshall. April 21, 2021 – Regular Meeting minutes carried unanimously.

- Claims / Checks

Chief Operating Officer Kim Noah presented the current payables. After review and brief discussion, upon motion by Commissioner Marshall, seconded by Commissioner Spencer and carried unanimously, the electronic payments and the issuance of general fund checks 50071-50072 and 7200-7224 in the total amount of \$169,004.53 were approved as presented.

- **NEW BUSINESS / DISCUSSION ITEMS**

- Strategic Plan Update

David Ripp, the Chief Executive Officer and Lisa Parks with Maul Foster Alongi presented an update on the Strategic Plan. Parks commented that this update will focus on our Mission Statement and what our primary purpose is.

Mission Statement – Parks with MFA presented the Port’s previously used Port Mission Statements.

2017 Mission Statement: *It is the mission of the Port of Camas-Washougal to make strategic investments and develop effective partnerships that enhance the community’s quality of life by bringing jobs, infrastructure, and recreational opportunities to East Clark County.*

Port Website Mission Statement: *Its mission is to strengthen and diversify the existing economic base of the Port District here in Clark County, Washington. The Port provides facilities and services for land, air, and water-based commerce in order to enhance employment and recreational opportunities, contributing to the quality of life in the community.*

Commissioner Spencer, Commissioner Marshall, and Commissioner Keister commented they prefer the 2017 statement. Commissioner Marshall mentioned she falls back to that mission statement frequently as we are still committed to enhancing the quality of life. Commissioner Keister agrees with Commissioner Marshall regarding the importance of partnerships and quality of life. Commissioner Keister mentioned that the 2017 Mission Statement encompasses East Clark County which is who the Port represents. It is to the point and brief, but it states what the Port does.

Vision Statement – Parks with MFA presented bullet point vs narrative format.

Port CEO David Ripp shared the vision statement draft that was previously created by the Port: *The Port of Camas-Washougal is a community leader and collaborator, creating diverse economic opportunities in an equitable, transparent, and accountable manner. The Port’s development projects and operations support family-wage jobs, a thriving regional economy, environmental sustainability, and outstanding recreation.*

Commissioner Spencer commented he prefers this Vision Statement.

Commissioner Keister mentioned that vision statement covers what our goals are for the future and likes a direct, to the point format and easy for people to read and remember.

Parks lead a group brainstorming exercise to help us understand what the Port will look like in 2050, if we are accomplishing all the goals and strategies.

Values – Parks with MFA presented our input to-date which includes the following key factors: *Partnership, Transparency, Customer Service, Teamwork, and Professionalism*

Commissioner Marshall asked if there is anything with our Mission or Vision Statement that can be improved upon regarding what the community is voicing. Parks commented there is a lot of alignment with the community and there may be disagreements about priorities or specifics. Parks feels the work we have done in the past has been effective and does not see any issues moving forward.

- Shared Access Agreement with Stainless Cable and Railing
Port CEO David Ripp, presented the Shared Access Agreement with Stainless Cable and Railing. Ripp shared the site map where construction will start this summer. He stated it is for future access on SE 41st St once the road is developed. It is a benefit to the Port, as well as Stainless Cable and Railing for accessing each other's properties. Commissioner Spencer asked why have shared access and Ripp commented it benefits us, as we are maintaining only half the driveway. Commissioner Marshall asked if the construction and maintenance costs are shared by both parties and Ripp replied yes. Approval will be requested during action items.
- Admin Office Roof Replacement Contract Cancellation
Mark Miller, Director of Planning and Development, opened discussion regarding the cancelled contract. It was awarded to Noble Sheet Metal for \$52,845.00. The contractor had issues with contract requirements based on the contract amount (payment and bond over \$50k). Miller stated we will look at this project next year after the cost of materials has become less volatile. The current roof has 2-3 years of life left. Commissioner Keister mentioned cost of materials are extremely high right now and asked how is that effecting Miller's projects. Miller commented is a constant topic of discussion for each project.

- **PUBLIC COMMENT #1**

Martha Martin, Washougal, thanked the port staff for the quick action regarding the plane crash at Grove Field on April 21, 2021.

Kent Mehrer, Camas-Washougal Aviation Association commented he believed the plane crash was pilot error. He also stated he appreciated the Port staff's help at the scene of the crash.

- **ACTION ITEMS**

- Approve Shared Access Agreement with Stainless Cable and Railing
Commissioner Keister requested formal approval of the Shared Access Agreement with Stainless Cable and Railing. Upon motion by Commissioner Keister, seconded by Commissioner Spencer and carried unanimously, the approval to execute the Shared Access Agreement with Stainless Cable and Railing as presented, effective May 5, 2021.

- **STAFF REPORTS & COMMENTS**

Chief Executive Officer, David Ripp

Stated there was a previous public hearing through the Department of Ecology regarding the Georgia Pacific Mill cleanup. The DCA submitted a Public Participation grant application through the Department of Ecology. The grant would allow them to hire a consultant to review and interpret the cleanup documents for the Mill property, as well as help fund public outreach of the project. Ripp stated he wrote a letter of support. The Port would like to partnership and work together with the Mill. Carrie Schulstad, the Executive Director of the Downtown Camas Association thanked Ripp and the Port for the support and partnership.

Director of Planning & Development, Mark Miller

Miller commented construction has started on Gate 3 relocation. Demo has started this week and will be completed in the next 3 weeks. Painting has started on Building 12 and painting will start next on Building 14, as well as the B-Row hangar at Grove Field.

- **COMMISSIONER REPORTS**

Commissioner Keister

MTCA (Model Toxics Control Act) funding is critical for the type of cleanup at the Mill that Ripp spoke of. MTCA presents the unique opportunity to improve the environment, and full funding for this grant is good news. The Port has asked for it for the past 4 years, knowing it would be needed in the future. The Port will continue to be a part of the conversation.

Commissioner Marshall

Thanked Carrie Schulstad and the DCA for the grant application. Also, a shout out and thank you to Doris, AJ, and Kurt of the Port staff grounds crew for doing a great job with the ivy removal in collaboration of the Girl Scout crew. Regarding the CREDC meeting, where they spoke about healthy communities, really resonated as we have the perfect location here as the gateway to the Gorge. It tied closely with our vision and mission statements. A positive meeting with a consultant from the New Building Institute and will be educated more on energy efficiency.

Commissioner Spencer

No comment.

- **PUBLIC COMMENT #2**

The meeting adjourned at 5:51 pm.

PORT OF CAMAS-WASHOUGAL COMMISSION

Commissioners