

OPEN SESSION

PRELIMINARY AGENDA

REGULAR MEETING

February 2, 2022

I. OPEN SESSION

5:00 PM

Pledge of Allegiance

CONSENT ITEMS

- A. Approval of Minutes - Juli
- B. Approval of Checks - Krista

PUBLIC COMMENT [3 min. apiece]

NEW BUSINESS/DISCUSSION ITEMS

- C. Annual Launch Ramp Permits – David
- D. Social Media Public Commenting Policy – Sadie

PUBLIC COMMENT [3 min. apiece]

ACTION ITEMS

- E. Annual Launch Ramp Permits
- F. Social Media Public Commenting Policy

STAFF REPORTS & COMMENTS

- G. Chief Executive Officer & Directors

COMMISSIONER REPORTS & DISCUSSION

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 by conference or video call. **This meeting is accessible via conference or video call at: +1 (253) 215-8782, Meeting ID: 929 6284 2901, Password: 133727 or via this video link: <https://zoom.us/j/92962842901?pwd=V2o3bTRNOUVkMlhZMVo3cHkzZDhuQT09>**

MINUTES OF THE REGULAR COMMISSION MEETING

PORT OF CAMAS-WASHOUGAL

January 19, 2022

By: Juli Burnett, Administrative Assistant

A regular meeting of the Commissioners of the Port of Camas-Washougal was held virtually from the Port Offices at 24 South 'A' Street, Washougal WA on Wednesday, January 5, 2022, at 12:00 pm.

PRESENT: Commissioners Larry Keister, Cassi Marshall, and John Spencer; Chief Executive Officer David Ripp, Director of Business Development & Real Estate Derek Jaeger, Director of Finance Krista Cagle, Director of Facilities Eric Plantenberg, Contract Manager Debra Itzen, Human Resource Manager Jen West, Community Relations Specialist Sadie Prodanovich, Harbormaster Mark Hamrick, Assistant Harbormaster Matt Cox, Environmental Project Manager Jennifer Taylor, Administrative Assistant Juli Burnett, Attorney Carolyn Lake and members of the press and public. General public has access through a designated Zoom conference call line and Zoom video link.

At 12:00 pm, following the Pledge of Allegiance, Commission President Cassi Marshall 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 Meeting is held virtually. This meeting is being video recorded, and the chat function has been disabled.

CONSENT ITEMS

- Minutes

Commissioner Marshall presented Minutes from the Regular Meeting on January 5, 2022. Reading of the Minutes were dispensed with; it is noted that copies have been provided previously to all Commissioners. After a brief discussion, a motion was made by Commissioner Marshall and seconded by Commissioner Keister. On January 19, 2022, the Regular Meeting Minutes were carried unanimously.

- Claims / Checks

Director of Finance, Krista Cagle presented the current payables. After review and a brief discussion, a motion was made by Commissioner Marshall and seconded by Commissioner Spencer. The electronic payments and the issuance of general fund checks 7784-7806 in the total amount of \$169,000.10 were carried unanimously.

PUBLIC COMMENT #1

Bernie Bacon, Dolphin Yacht Club, commented that the cobwebs were cleaned off the light fixtures in the marina and that it looks nice. Thank you to Port staff!

NEW BUSINESS / DISCUSSION ITEMS

- Broadband/High Speed Internet Presentation

Kara Riebold, Port of Whitman County, presented the Broadband Presentation. Riebold works for the Port of Whitman County and Petrichor (a Port formed municipal corporation). It was established in 2000 and was created by six different Ports around Washington State.

Petrichor's goal is to bring infrastructure and access to broadband to underserved areas across the state. In the last two years their partners in broadband have grown significantly, whether that be counties, tribes, cities, and ports. Petrichor has assisted in grant applications and in feasibility studies funded by CERB. There are 17 different providers Petrichor is currently working with in Eastern Washington. In Pomeroy Washington, the Port of Garfield completed their Fiber-to-Home Project, connecting 700 homes. The Port of Garfield owns the infrastructure but leases it out and receives \$20 per month, per strand revenue stream back for their ROI. Petrichor managed this project and mapped the project into a GIS based software, called Vetro Fiber Map. This allows the providers to contact Petrichor to provide service to that address. Petrichor then notifies the Port of Garfield to create an invoice.

Eight Petrichor partners were awarded CERB grants in July 2021:

- Lincoln County \$2.4 million
- Port of Columbia \$2.5 million
- Port of Woodland \$2.4 million
- Port of Clarkston \$1.4 million
- Port of Garfield \$400k
- Port of Walla Walla \$2.5 million
- Port of Ridgefield \$2.3 million
- Port of Whitman County \$1.8 million

Commissioner Spencer commented that he fears the complexity of the Camas-Washougal community. Riebold commented that Petrichor can create a needs assessment which will show the unserved target zone in the community.

Commissioner Keister commented that we have a sizable rural area that has minimal high-speed internet and a feasibility study or needs assessment would be helpful to determine how many residents would be impacted.

Commissioner Marshall thanked Reibold for being at the meeting today and commented that more people in our community are working from home. Also, along with healthcare and educational needs this is an exciting opportunity.

Cory Schruth with NocTel Communications commented that they are actively installing fiber in rural Washougal areas would like to potentially work together on the infrastructure portion. Joe Petriy with Petrichor commented that their plan is to allow open access. There will be a series of cabinets and a dedicated run to each home that would lead back to your network to utilize the fiber.

- Launch Ramp Permits

Chief Executive Officer, David Ripp, presented the Launch Ramp Permit discussion. Two reasons why we would like to only use daily permits is to create more revenue for the marina and track how many people are launching per day. The Port's operating costs for the marina went up by 35% in the past five years and the revenue has only increased by 24%. Slip lease rates were increased this year to help offset replacement or repair in the marina.

Commissioner Spencer commented he would like to hear input from the public on if the issue is the cost or the inconvenience regarding the discontinuation of annual launch permits.

Commissioner Keister commented he appreciates those who have written in their concerns regarding launch ramp permits. There are portions of the marina that will need major repairs or replacement in the next few years, and we will need to budget for those costs. Commissioner Keister commented he wanted to hear the public's input and if there is a solution that benefits the launch users and the Port.

Commissioner Marshall commented that the taxes received by the Port are being used for capital costs and not operating costs. Commissioner Marshall thanked those of the public who submitted their feedback regarding launch ramp permits. One person suggested offering different rates for Port residents vs. non-residents and/or increase the annual launch ramp permit rate. Port of Ridgefield rates are \$45 and \$55 for permits and \$10 for a daily ticket.

PUBLIC COMMENT #2

Keith Hyde, Washougal, with NW Steel Headers, CCA & Fallen Outdoors (nationwide non-profit group) commented he is not a paid fishing guide; he volunteers his own money and time to provide veterans opportunity to fish on the Columbia River. Hyde commented he would like the Commissioners to reinstate annual launch permits and suggests a moderate rate increase on the permits. Hyde also suggested to add in a line item in the Port budget for maintenance of the launch ramp, parking lot, and docks.

Mike Amodeo, Washougal, with NW Steel Headers & Fallen Outdoors commented that he supports veterans as a guide and uses the Port launch professionally and recreationally. Amodeo launches approximately 60-80 days a year and is not opposed to a modest rate increase for an annual launch permit. Amodeo also agrees adding in a line item in the budget for the launch ramp and the docks.

Brian Cummins, Washougal, with the Vancouver Wildlife League, NW Steel Headers, & Fallen Outdoors commented he agrees with Amodeo and Hyde. Cummins would like to see annual launch ramp permits reinstated. Many people in the Vancouver Wildlife League are on fixed incomes and rely on the annual permits instead of paying each time they launch.

Rajenta, Vancouver, with NW Steel Headers, commented that if rates aren't kept down for veterans and senior citizen, they may not have those therapeutic fishing experiences. Rajenta hopes that the annual launch permits will be reinstated or if the Port could donate a certain number of passes a year for those who can't afford the increase.

Harry Barber, Camas-Washougal, commented that inconvenience and cost are the main issues with discontinuing the annual launch permits. Barber encourages reinstating senior permits and non-senior permits and increase the cost.

Commissioner Spencer asked what the cost of the ticket machine and the Port's Director of Finance, Krista Cagle, replied the Port paid \$8,000 for installation in 2011 and the monthly maintenance fee is \$52.50. Commissioner Spencer suggested that we could give a code out or customize the ticket machine to give a discounted daily rate. Cagle replied we can investigate this with the Port's IT Specialist, Kyle Chinn. Commissioner Spencer suggested to reinstate the pass for another year in order to give the Port more time to come up with a better solution. CEO Ripp commented that Port Staff will bring options to discuss at the next Commission Meeting. Cagle commented that a parking app could be a solution, however, there may be downfall using an app, as it may take more staff time.

Commissioner Marshall commented that discussing this topic at the next Commission Meeting after Port Staff have made recommendations would work best. Commissioner Keister agreed that it should be a discussion item and an action item in the next meeting.

- Building 20 Change Order

Chief Executive Officer, David Ripp, presented the change order for Building 20. The cost of the change order is \$202,590.61. The CTB (concrete treatment basework) process reduces the amount of aggregate being used by approx. \$300,000 which saves the Port approx. \$100,000. Contract Manager, Debra Itzen, commented that the CTB cost was an alternate in the budget so it could be used if needed. Commissioner Marshall asked if the CTB process will keep the construction schedule on track and Ripp replied that it will not affect the construction schedule. Approval will be requested during Action Items.

- Public Records Policy

Chief Executive Officer, David Ripp, presented the Public Records Policy. The last update on this policy was 2014. Attorney Carolyn Lake and Public Records Officer Juli Burnett worked on updating this policy with the current RCWs and policy verbiage for 2022. Approval will be requested during Action Items.

- COVID-19 Policy Update

Human Resource Manager, Jen West, presented the COVID-19 Policy Update. Port staff will need to use sick leave if they test positive for COVID-19, and if the Port staff member does not have sick or vacation leave, the time off work will be unpaid. Commissioner Marshall and CEO Ripp thanked West for staying on top on all the COVID-19 guidelines. Approval will be requested during Action Items.

PUBLIC COMMENT #3

Dr. Martha Martin, Washougal, commented that in the updated Public Records Policy it states that the requestor can reach out to the Public Records Officer after 5 days if they have not received a response. Attorney Lake replied that this language was taken directly from the Attorney General.

ACTION ITEMS

- Building 20 Change Order
Commissioner Marshall requested formal approval of the Building 20 Change Order. Upon motion by Commissioner Marshall, seconded by Commissioner Spencer and carried unanimously, the approval of the Building 20 Change Order effective January 19, 2022.
- Public Records Policy Update
Commissioner Marshall requested formal approval of the Public Records Policy Update. Upon motion by Commissioner Marshall, seconded by Commissioner Keister and carried unanimously, the approval of the Public Records Policy Update effective January 19, 2022.
- COVID-19 Policy Update
Commissioner Marshall requested formal approval of the COVID-19 Policy Update. Upon motion by Commissioner Marshall, seconded by Commissioner Spencer and carried unanimously, the approval of COVID-19 Policy Update effective January 19, 2022.

STAFF REPORTS & COMMENTS

- Chief Executive Officer
Chief Executive Officer, David Ripp, commented that on January 13th was the first Georgia Pacific Mill cleanup meeting. It is a well-rounded advisory group. The focus of the meeting was to receive an update on the cleanup and to find out how long this process will take. Once the cleanup study is received then the timeline can be created. The vision and goals were discussed, as well as, how the advisory group can keep the community informed and interested. The public is welcome to attend the next meeting on February 10th. Ripp also reminded everyone of the Annual Commission Planning Meeting is on February 4th at the Black Pearl from 9:00 AM – 4:00 PM. The public can join in person or virtually.
- Director of Real Estate & Business Development
Director of Real Estate & Business Development, Derek Jaeger, commented that there are two potential cruise ships that will be coming to the Port this summer: The American Empress and The Crystal Dolphin. Jaeger commented he is working with the Port's Director of Facilities, Eric Plantenberg, on water access and parking that will be needed. Allowing these cruise ships to use our Port has a great economic impact for the community. The average passenger will spend approximately \$135 to \$175 per stop.

A new lease was signed for AP6 (the rental home at Grove Field). It did not need Commission approval as it is a 1-year lease. The rate was increased by 13%.

COMMISSIONER REPORTS & DISCUSSION

- Commissioner Spencer
Commissioner Spencer reminded everyone that Tuesday, January 25th is Legislative Day. Commissioner Spencer stated that we need to further discuss the broadband plan and CEO Ripp replied that we can discuss on February 4th. The Port staff is at capacity as we will need to prioritize projects.

Commissioner Spencer spoke with Bob Martilla (a tenant at Grove Field). Martilla pointed out that planes do well on 94 octane fuel (motor vehicle gas), and it may be worth looking into for FlyIt as they could supply their own fuel with a fuel truck. Director of Facilities, Eric Plantenberg, commented that there are many liabilities with having a fuel truck at the airport.

- Commissioner Keister

Commissioner Keister commented that the Georgia Pacific Mill cleanup meeting was great, and he is looking forward to learning more about the mill cleanup process.

- Commissioner Marshall

Commissioner Marshall commented she met with CEO Ripp, Environmental Project Manager Jennifer Taylor, and Sean Denniston with New Buildings Institute to review the draft of decarbonization guide for the Port. Ripp commented that he and Taylor will need to meet with Denniston one more time before the guide is finalized. Community Chest received requests for \$200,000 from various community organizations and they are currently in the grant review process. Commissioner Marshall also commented that she had a great meeting with Killian Pacific for an update on Ninebark (the apartment complex being built on the Port's waterfront). 25% of their parking spaces will have electric vehicle charging stations and 75% will be ready for charging stations for future install. The apartment units will be available for lease starting in September of this year.

Commissioner Marshall commented she met with Parkersville Pac Group. They would like to create a Parkerville's Day this summer to bring attention to the park and Port.

PUBLIC COMMENT #3

No Comment.

The meeting adjourned at 1:49 PM.

PORT OF CAMAS-WASHOUGAL COMMISSION

Commissioners

PROPOSED MODIFICATIONS TO RATES & FEES

January 1, 2022

***REVISED FEB 2022**

FEES	2021 Fee	2022 Fee	Revised Feb 2022
Launch Ramp Permits	Annual \$50 Senior \$35	Eliminate, LR tickets only	Annual \$75 Senior \$50

***No discount on 2nd annual launch ramp permit**



Port of Camas-Washougal

Social Media Public Commenting Policy

The Port of Camas-Washougal uses social media to communicate and engage with users on a variety of social networks. The purpose of this is to share news, photos, videos, activities, projects and events with the local community, businesses, and visitors. While the Port encourages engagement and welcomes dialogue, the Port's social media accounts are a moderated online discussion and not a public forum. The Port intends to maintain discussions directly relating to topics posted by the Port that are appropriate for all community members to read.

We welcome your comments on the Port's social media accounts and encourage you to be a fan or follower and to submit your questions, comments and concerns. The Port will monitor comments posted to the Port's social media accounts to the extent possible and practicable. Social media accounts are not monitored 24/7.

Posts or comments made to Port of Camas-Washougal social media accounts containing any of the following are prohibited and may be hidden or deleted at the sole discretion of the Port:

- Graphic, obscene, explicit or sexual comments or links
- Content which promotes, fosters or perpetuates discrimination based on race, creed, color, age, religion, sexual orientation, gender, national origin, physical or mental disability, marital status or status with regard to public assistance
- Comments which are threatening or defamatory to an individual or organization
- Comments which are abusive, hateful, incite violence or intended to defame anyone or any organization
- Solicitations or advertisements, including promotion or endorsement of any financial, commercial or non-governmental agency
- Attempts to defame or defraud any financial, commercial or non-governmental agency
- Comments which are not related to the post topic
- Information that may tend to compromise the safety or security of the public or public systems, including content that may pose a security risk to Port computer information systems
- Comments that suggest or encourage illegal activity
- Spam or links to other sites
- Promotion of or opposition to political organizations and/or candidates
- Infringement on copyrights or trademarks
- Content in violation of any federal, state or local law
- Private, personal information published without consent
- Multiple copies of the same comment, or repetition of substantially similar comments

The Port reserves the right to hide or remove any content with or without notice to the author, and to deny access to Port of Camas-Washougal social media accounts for any individual who violates the

Port's Social Media Public Commenting Policy, at any time and without prior notice. As Port social media accounts are monitored during regular business hours, the Port disclaims any and all responsibility and liability for materials that violate the policy which cannot be removed in an expeditious and otherwise timely manner.

The appearance of external links on this site posted by the Port does not constitute official endorsement on behalf of the Port of Camas-Washougal but is merely used to share information. The comments posted on these sites, other than those posted by the Port of Camas-Washougal, do not reflect the opinions and position of the Port of Camas-Washougal or its Commission, management, officers and/or employees.

Activity on the Port of Camas-Washougal's social media accounts is subject to public disclosure. Please be advised that if you post materials, you participate at your own risk, taking personal responsibility for your comments, your username and any information provided. Any person posting on the Port's social media accounts has no guarantee of privacy now or in the future with respect to posting.

Social media accounts are not an official means for the public to communicate concerns to the Port. Any notices or requests for Port services must be made via official communication channels as identified on the Port's website. No comments or posts on a Port social media account will be construed as providing notice to the Port of any claim, deficiency, dangerous condition, request, or other matter.

The Port of Camas-Washougal reserves the right to modify these policies at any time without notice. Any modification is effective immediately upon posting the modification on this social media policy page unless otherwise stated. Continued use of a Port of Camas-Washougal social media account following the posting of any modification signifies acceptance of such modification.

If you have any questions concerning the Social Media Public Commenting Policy, please email: info@portcw.com.