

PRELIMINARY AGENDA FOR REGULAR MEETING

April 17, 2024

I. EXECUTIVE SESSION

11:00 AM

One Matter related to a personnel discussion. - **RCW 42.30.110(1)(c)**

II. OPEN SESSION

12:00 PM

Pledge of Allegiance

PUBLIC COMMENT

Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit comments in writing to the Chief Executive Officer.

CONSENT ITEMS

All matters listed under Consent Items have been distributed to each member of the Commission for review, are considered routine, and will be enacted by the motion of the Commission with no separate discussion. If a separate discussion is desired, that item may be removed from the Consent Items and placed under Action Items by request.

A. Approval of Minutes of the Regular Meeting on April 3, 2024

B. Approval of Checks

NEW BUSINESS/DISCUSSION ITEMS

C. Close Year Presentation- Director of Finance Krista Cagle, Director of Business & Real Estate Derek Jaeger & Environmental Project Manager Jennifer Taylor

PUBLIC COMMENT

Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit comments in writing to the Chief Executive Officer.

STAFF REPORTS & COMMENTS

COMMISSIONER REPORTS & DISCUSSION

ADJOURN REGULAR MEETING

Regular business and meetings that members of the Commission may attend:

Date

April 18, 2024

Meeting

WSU Sustainability Presentation

April 19, 2024

Port Earth Day

May 15th-17th, 2024

WPPA Spring Meeting

(*Denotes events in which two (2) or more Commissioners may attend)

Join the meeting on the Conference Call Line: (253) 215-8782

Meeting ID: 829 0393 6339, Password: 154722 or via this video link:

<https://us06web.zoom.us/j/82903936339?pwd=U01pdWY1V0tES3dMZWFkNjJNbUNVZz09>

MINUTES OF THE REGULAR COMMISSION MEETING

PORT OF CAMAS-WASHOUGAL

April 3, 2024

By: Mackenzey Thomason, Administrative Assistant

A Regular Meeting of the Commissioners of the Port of Camas-Washougal was held in person and virtually on Wednesday, April 3, 2024, at 12 p.m. An Executive Session was held before the regular meeting at 11:30 am to discuss one matter related to a personnel evaluation, it was expected to last 30 minutes. The executive session ended at 12 pm when the regular meeting began.

PRESENT: Commissioner Cassi Marshall, Commissioner Larry Keister, Commissioner John Spencer, Chief Executive Officer David Ripp, Director of Finance Krista Cagle, Director of Facilities Eric Plantenberg, Environmental Project Manager Jennifer Taylor, Contract Manager Debra Itzen, Attorney Carolyn Lake, Administrative Assistant Mackenzey Thomason, and members of the press and public. The public has access through a designated Zoom conference call line or video link.

At 12:00 p.m. following the Pledge of Allegiance, Commissioner Keister called to open the Regular Session public meeting to order. This meeting is video recorded, and the chat function has been disabled.

PUBLIC COMMENT #1:

Washougal City Councilman Ernie Suggs-

Suggs stated he thought the ribbon-cutting event for the Community Solar Project was great.

CONSENT ITEMS

Minutes & Checks

Minutes from the Regular Meeting on March 20, 2024, electronic payments and the issuance of general fund checks 9469-9485, voided checks 9435-9468 and printed checks 50165-50166 in the total amount of \$288,167.83, Grove Solar Contract and the Admin Solar Contract were presented for approval. After a brief discussion, a motion was made by Commissioner Marshall and seconded by Commissioner Spencer, and the consent items were carried unanimously.

NEW BUSINESS/DISCUSSION ITEMS:

American Cruise Lines Docking Agreement- CEO David Ripp:

Ripp stated American Cruise Lines is relocating from Hayden Island to Camas-Washougal and will begin to utilize the Port as a turn-point. American Cruise Lines offers six to nine-day cruise packages on the Columbia River from Astoria to Clarkson. Ripp stated their operation includes five vessels ranging from 220 to 328 feet. Ripp explained American Cruise Lines will have 89 stops from March 31st to November 8th. Ripp stated each ship will have from 125-200 guests and they will use the overflow parking lot to load buses. Ripp explained the term of their lease is for one year and the rate is \$2.50 per foot with a \$10,000 deposit. Which totals to \$65,000 in revenue for the year.

PUBLIC COMMENT #2:

Dave St Clair of Washougal-

St Clair stated he had questions about the Wi-Fi installation at Grove Field. Director of Finance Krista Cagle responded and said it was being installed tomorrow, April 4th. St Clair also asked about the Say Weather system. Ripp responded and said the weather system should arrive in about 4 weeks.

Washougal City Councilman Ernie Suggs –

Suggs asked about the cruise line at the Port. Ripp stated the new cruise line is not affiliated with American Queen Voyages as they went bankrupt.

Bob Martilla of Washougal-

Martilla said it was nice to watch Mayor of Washougal David Stuebe on the news. Martilla stated he didn't think the community knew about the great things the Port was doing. Martilla also asked about future parking impacts due to the newly docked cruise line. Director of Facilities Eric Plantenberg stated the Port was working on that currently.

Brad Richardson Clark County Historical Museum Executive Director -

Richardson stated he thought the new cruise line docked at the Port is a great opportunity for the infrastructure of the community. Richardson explained he thought it would also be a great opportunity for passengers to experience small businesses and cultural sights in the area. Richardson stated he was thankful for the partnerships with DCA, the Port, the Chamber, and the Two Rivers Museum.

STAFF REPORTS & COMMENTS

Chief Executive Officer-

Ripp stated at the last meeting he had mentioned Commissioner Spencer and himself received hesitation from the City on the Urban Growth Boundary and annexation. Ripp stated last Thursday he received a phone call from Alan Peters stating the City would support the request. Ripp stated he and Marty Snell are very pleased but know there is still a long way to go. Ripp also mentioned that he attended the Clark County Planning Commission meeting and provided public testimony regarding the employment allocation and vacant and buildable lands model capacity topic. Ripp stated Martin and Associates had done a study revealing that if the airport property was developed, it would help create 549 jobs, business revenue, personal revenue, and local taxes as well. Ripp also gave an update on the hiring process for the new Port CEO. Ripp explained there were 32 candidates, and the Port commission will interview 9, before narrowing the pool down further.

Upcoming Events:

April 18th WSU on Sustainable Landscaping

April 19th Port Earth Day at Building 20

May 15-17th WPPA Spring Conference at Skamania Lodge

Director of Facilities-

Plantenberg stated he had attended the Southwest Washington Clean Building Symposium. Plantenberg explained that the Port is 4 years into the 10-year plan to cut pollution. Plantenberg mentioned the Port's upgrades to support this include the lighting fixtures and heating upgrades. Plantenberg stated the Port would surpass the goals. Plantenberg also mentioned the windsock at the Airport had been relocated to the south side of the runway.

Contract Manager-

Itzen stated she was working on learning about new legislative rules surrounding the small works roster and that changes would take place on July 1, 2024.

Director of Finance-

Cagle stated the Port’s audit has started and the auditor’s office will be picking up the Port’s financial documents today. Cagle stated the state auditor’s office is great to work with as usual. Cagle also mentioned the Port will be at downtown Camas’ First Friday event on May 3rd from 5-8 pm at the Journey Church.

COMMISSIONER REPORTS & DISCUSSION

Commissioner Marshall

Commissioner Marshall stated the Community Solar Project ribbon cutting was great. Marshall stated she had also attended the Southwest Washington Clean Building Symposium with Plantenberg and Project Manager Jennifer Taylor. Marshall stated Clark College, PeaceHealth Hospital and Clark County were at the meeting. Marshall also mentioned Susan Tripp is working on getting another heritage tree named in Parkersville.

Commissioner Spencer

Commissioner Spencer stated he also thought the Solar Project event was great. Spencer stated he attended the hiring fair event for both school districts and saw many apprenticeship opportunities.

Commissioner Keister

Commissioner Keister stated he had met with James and Eric of WPPA yesterday and there were interesting conversations. Keister stated it was nice to review what WPPA was doing with business needs and their direction for the future. Keister also stated it was nice to have the opportunity to tell them what the Port has been working on and future projects.

The regular meeting adjourned at 12:50 pm.

PORT OF CAMAS-WASHOUGAL COMMISSION

Commissioners