

PRELIMINARY AGENDA FOR REGULAR MEETING

March 20, 2024

I. WORKSHOP

Port of Vancouver Workshop

11:00 AM

II. OPEN SESSION

Pledge of Allegiance

12:00 PM

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 March 6, 2024

B. Approval of Checks

C. Vega Lease

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:

<u>Date</u>	<u>Meeting</u>
March 27, 2024	Community Solar Project Ribbon Cutting
April 18, 2024	WSU Sustainable Landscaping Presentation 2 pm
April 19, 2024	Port Earth Day Event 2 pm- 4 pm

(*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
March 6, 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, March 6th, 2024, at 12 p.m. A workshop was held before the regular meeting at 11 am to discuss expanding the urban growth boundary to include the airport property and greenhouse gas modeling. The workshop ended at noon.

PRESENT: Commissioner Cassi Marshall, Commissioner Larry Keister, Commissioner John Spencer, Chief Executive Officer David Ripp, Director of Finance Krista Cagle, Environmental Project Manager Jennifer Taylor, Director of Business Development & Real Estate Derek Jaeger, Director of Facilities Eric Plantenberg, 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:

David Sinclair of Washougal-

Sinclair asked if the Port had scheduled another meeting to speak about FAA obligations for the airport. Ripp stated a meeting had not been scheduled and that he wanted to speak to different local airports first and get their input.

CONSENT ITEMS

Minutes & Checks

Minutes from the Regular Meeting on February 21, 2024, and minutes from the special meeting on February 27, 2024, electronic payments and the issuance of general fund checks 9387-9404 and printed checks 50160-50162 in the total amount of \$164,118.47, the Paid Family Medical Leave policy and the Federal Medical Leave Act Policy Revision 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:

Freedom Boat Lease Amendment- Director of Business & Real Estate Derek Jaeger:

Jaeger stated this is the first amendment for the Freedom Boat Club. Jaeger explained they did not hit their target rate for membership for 2023 but are hopeful for growth in 2024. Jaeger stated they will be adding another summer slip on the East Dock this summer season so they will take up slips 1-6 and 1 on the breakwater dock. Jaeger stated their rates will also increase from \$900 per month to \$1050. The terms of the lease itself will not be changing. Jaeger stated this is a great opportunity for new boaters to come into the marina. Approval will be requested during action items.

Pendelton Land Lease- Director of Business & Real Estate Derek Jaeger:

Jaeger stated this is a license agreement rather than a land lease. Jaeger explained that the additional acquired square footage is for storage of the maintenance department's equipment. The license agreement will include a total of 14,000 square feet and will start on April 1. Jaeger also explained Pendelton stated tenant improvement is encouraged. The terms of the lease will be \$350 per month and will increase by three percent each year. Approval will be requested during action items.

Vega Lease- Director of Business & Real Estate Derek Jaeger:

Jaeger stated Vega will now occupy suite 107 in Building 20 in the industrial park. The bay is 9,900 square feet. Jaeger explained Vega is a gymnastics company that has been in business since 2004. Jaeger mentioned Vega is heavily involved in the community with partnerships with the city, the Chamber of Commerce and donating to local organizations and schools. Jaeger stated the lease will have a three-year term, with two one-year options. It is to increase by three percent annually and the first month of the lease will be deferred, which will be paid over the last two years of the lease. Jaeger is hopeful that Vega will help boost synergies between other companies within the industrial park. Commission and staff also spoke about parking strategies with Vega coming into the industrial park.

Immelman Phase 3 Hangars- Director of Business & Real Estate Derek Jaeger:

Jaeger stated Immelman is currently in phase 3 of their development at Grove Field and will either break ground this month or next. Jaeger explained there is an area of land between both buildings in phase 3 of the design that would be designated for parking. The port currently maintains this grass area and Immelman tenants now park on it causing ruts. Jaeger spoke to Immelman about this area in between both of their future hangars and thought it would be best to include it in their land lease due to future parking needs. Jaeger explained the addition to the lease would be \$70 more per month and Jaeger thinks Immelman should be responsible for it and the Commission agreed.

Resolution 5-24 Authorization of Vessel by Public Auction- CEO David Ripp:

Ripp stated the Port will authorize a vessel for public sale due to a non-paying tenant. Ripp explained that Jen West who does the Port's accounting works diligently trying to get ahold of tenants who are behind in payment via mail, email, etc. Due to the non-payment and the Port not being able to get ahold of this tenant, the wave runner has been chained to the dock. Ripp explained that a sale of the vessel would be needed to recover the costs and any excess funds would go to the state. Approval for the resolution will be requested at our next meeting.

PUBLIC COMMENT #2:

Ernie Suggs of Washougal City Council-

Suggs stated he appreciates the public information the Port presents during their meetings. Suggs stated he helped start Vega Gymnastics 20 years ago. Suggs stated Vega is a greatly beneficial program to the Camas-Washougal community.

ACTION ITEMS:

Freedom Boat Lease Amendment-

Commissioner Keister requested formal approval of the Freedom Boat Lease Amendment as presented during discussion items. Upon motion by Commissioner Spencer seconded by Commissioner Marshall and carried unanimously the Freedom Boat Lease Amendment was approved effective March 6, 2024.

Pendelton Land Lease-

Commissioner Keister requested formal approval of the Pendelton Land Lease as presented during discussion items. Upon motion by Commissioner Marshall seconded by Commissioner Spencer and carried unanimously the Pendelton Land Lease was approved effective March 6, 2024.

STAFF REPORTS & COMMENTS

Chief Executive Officer-

Chief Executive Officer Ripp stated he received information from Senator Curtis King's office informing the Port-sought-after proviso is in the Senate and House budget. Ripp stated Senator King is a ranking member of the Senate Transportation Committee and was very helpful and aware of the need for a new slough bridge. Ripp explained Senator Lynda Wilson was the project's advocate. Ripp stated the proviso is important to get the project moving forward. Ripp also mentioned the Port has been working with Blue Turtle Media to create a drone video of the community solar project. Ripp stated the video is now completed and is on the Port's website. Ripp mentioned that the Port CEO position will be advertised this Friday.

Upcoming events:

CREDC Legislative Review March 20th from 8:45 am-10:30 am

Director of Business & Real Estate-

Jaeger stated American Queen Voyages has filed for Chapter 11 bankruptcy. Jaeger also mentioned Swift Cider out of Portland will be subleasing Bay 3 from 54-40 and they will be sharing equipment. Jaeger stated their sublease is for 6 months and they may want to sign another lease from there.

Director of Finance-

Cagle stated the Port had a booth at the downtown Camas First Friday on March 1st. She thanked Commissioner Spencer for his involvement. Cagle also mentioned on March 18th the state audit for the Port will begin.

Director of Facilities-

Plantenberg stated he is trying to get the help of the city to put a walking path in front of The Black Pearl. Plantenberg also stated there's a new airport sign and it will be put up when the weather gets better.

Environmental Project Manager-

Taylor stated there are currently 85 volunteers signed up for the Watershed Alliance's tree planting event in the industrial park this Saturday, March 9th. Taylor also mentioned Clark Public Utilities will be hosting a ribbon cutting for the community solar project on March 27th at building 20.

COMMISSIONER REPORTS & DISCUSSION

Commissioner Marshall

Commissioner Marshall stated she appreciated the continuation of the Port's conversation regarding airport planning. Marshall explained that she attended the Economic Forecast Breakfast and Scott Bailey spoke and had amazing points. Marshall stated there is an article in the Columbian that gives a synopsis of his speech. Marshall stated the speech touched on growth in Clark County and impacts on equity in terms of wage growth and housing. Marshall also explained

that she will be attending meetings regarding Our Camas 2045. Marshall explained she would like to bring up the Port's sustainability goals during the meeting.

Commissioner Spencer

Commissioner Spencer stated he would like to see the brochure for the CEO position advertisement before it goes out to the public. Spencer stated it was great that Swift Cider would be joining the industrial park. Spencer also explained he had met with the Director of Facilities Plantenberg, and they spoke about parking struggles. Spencer stated it became a great opportunity to speak about pay-to-park ideas for the future. Spencer also stated he too had joined the Economic Forecast Breakfast, and he is now on the Clark Country Rural Events Task Committee.

Commissioner Keister

Commissioner Keister stated he went to the RTC meeting last night and the Port's dues have increased by \$125. Keister also stated he attended the CREDC meeting, and they spoke about Clark County's growth. Keister explained that during this meeting they spoke about working from home being sustainable after covid and leased and shared office space. Keister shared that this may be a good opportunity to speak to RKM and see what kind of space they offer and what the demand may be. Keister stated they also spoke about issues in Clark County like the cost of living and housing the current workforce.

The regular meeting adjourned at 1:10 pm.

PORT OF CAMAS-WASHOUGAL COMMISSION

Commissioners