

PRELIMINARY AGENDA FOR SPECIAL MEETING

May 14, 2024

I. 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 May 1, 2024

B. Approval of Checks

C. Plastic Forming Services Lease

D. Lifestyle Wake 1st Amendment to assignment assumption of Riverside Marine

NEW BUSINESS/DISCUSSION ITEMS

E. 1st Quarter Presentation- Director of Finance Krista Cagle, Director of Business & Real Estate Derek Jaeger & Environmental Project Manager Jennifer Taylor

F. USFW Land Swap- CEO David Ripp

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>
May 15 th -17 th , 2024	WPPA Spring Meeting
June 5, 2024	UGB Open House 5:30-7 PM

June 26, 2024

Chamber Luncheon

(*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

May 1, 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, May 1, 2024, at 12 p.m.

PRESENT: Commissioner Cassi Marshall, Commissioner Larry Keister, Commissioner John Spencer, Chief Executive Officer David Ripp, Director of Finance Krista Cagle, Director of Business & Real Estate Derek Jaeger, Attorney Carolyn Lake, Contract Manager Debra Itzen, 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:

Mayor of Washougal David Stuebe:

Mayor Stuebe gave his thanks to the Port staff for being involved with the City of Washougal's Hello Spring event last weekend. Stuebe also stated he had a great time at UPC with Ripp and Jaeger the other day. Stuebe also said "thanks" for the Port representation at the last Chamber of Commerce lunch.

CONSENT ITEMS

Minutes & Checks

Minutes from the Regular Meeting on April 17, 2024, electronic payments and the issuance of general fund checks 9516-9531 and printed checks 50167-50168 in the total amount of \$217,311.93 were presented for approval. After a brief discussion, a motion was made by Commissioner Spencer and seconded by Commissioner Marshall, and the consent items were carried unanimously.

NEW BUSINESS/DISCUSSION ITEMS:

Plastic Forming Services Lease- Director of Business & Real Estate Derek Jaeger:

Jaeger stated Plastic Forming Services is a current tenant who wishes to sign an 18-month lease agreement. Jaeger stated they are currently in the permitting process to build their own building and due to that, they have requested a short-term lease until it's completed. The 18-month lease will include one 6-month option. Jaeger explained the lease cost will increase over time.

Lifestyle Wake 1st Amendment to assignment assumption of Riverside Marina-Director of Business & Real Estate Derek Jaeger:

Jaeger stated Lifestyle Wake is currently operating out of Bend, Oregon, and is purchasing Riverside Marine. They plan on operating a boat showroom, pro shop, and service center. Jaeger explained that a small portion of the building will remain for boat storage, but Lifestyle will primarily offer boat sales. Jaeger explained Lifestyle Wake has significant tenant improvement

plans for the building giving it a “facelift”. Jaeger stated some of the improvements will include solar panels on the roof, potentially lifting the roof, and a build-out coffee lounge for guests. Jaeger stated because of the improvements that need to be done, the Port agreed to a reduced rate increase with their commitment that the improvements will be done within 5 years. Jaeger stated the lease amendment covers the current 5, 1-year options into one, a 5-year option that will terminate on 12/31/2029. In addition, it will add two 5-year options subject to mutual acceptance.

Port Urban Growth Boundary Update- CEO David Ripp:

Ripp stated the Port plans to work on public outreach for the Urban Growth Boundary request alongside the City of Camas. Ripp stated the City of Camas will have a meeting on June 12th to discuss their Comprehensive Plan update and another meeting around the last week of August. Ripp explained the Port will hold an open house on June 4th from 5:30 pm-7 pm in the conference room to take questions and to provide a presentation. Ripp stated the Port plans on having boards up showing what airport property we are requesting to be brought into the UGB as well as commercial renderings of what the area could look like in the future. Marty Snell of Mackay Sposito chimed in and stated he would like to give the community a general timeline if the request is granted of when this will take place.

Roundabouts at Grove Field Airport-CEO David Ripp:

Ripp stated he had mentioned in prior meetings that the Washington State Department of Transportation is planning to build roundabouts on SR-500 towards the Grove Field Airport. Ripp discussed planning for this to occur as well as losing some of the property the Port owns. Ripp stated that overall the planning is a good thing because it will slow traffic down and for safety purposes.

PUBLIC COMMENT #2:

City of Washougal Council Member Ernie Suggs:

Suggs questioned if the potential expansion at the Grove Field Airport was an annexation or an Urban Growth Boundary request. Ripp replied with an Urban Growth Boundary request. Suggs also mentioned that a great way to spread the message is to have signage at the Camas Farmers Market.

David St. Clair of Washougal:

St. Clair stated at the Annual Planning Meeting, that the Port had spoken about a second runup area at the Airport. He asked if there was further planning regarding that topic. Ripp stated that Director of Facilities Eric Plantenberg had some thoughts, but he is not in attendance today, so this topic will be further discussed at the next meeting.

STAFF REPORTS & COMMENTS

Chief Executive Officer-

Ripp stated on Tuesday the Airport’s Sayweather system was delivered to the Port. Ripp explained that he hoped the system would be installed within the next month. Ripp stated there was a great turnout for the Port’s Earth Day event. He explained there were only 100 plants left out of the 690 the Port had started with. Ripp also mentioned that there was a great turnout at the WSU Sustainable Landscaping presentation the day prior. Ripp explained the Port is moving forward with their portion of removing organic material from the waterfront site. He stated the Port will be out to bid this month and hopefully in construction by June. Ripp mentioned he, Commissioner

Keister, and Cagle participated in the exit audit conference and it went very well. Ripp also explained he had been speaking with five Washington Port Airports regarding the pros and cons of being an FAA-obligated Airport.

Upcoming Events:

May 15-17th WPPA Spring Conference at Skamania Lodge

June 4th Open House for UGB at the Port

Contract Manager:

Itzen stated she is attending a “Meet the Agencies” meeting next week. Itzen also mentioned she will be attending a workshop in Tacoma regarding the small works roster on May 15th.

Director of Business & Real Estate-

Jaeger stated he had met with UPC on Friday and that they are doing some cool things. Jaeger stated he is working on a couple of leases currently. He also mentioned that Immelman is making great progress up at the Airport.

Director of Finance-

Cagle stated she completed the audit exit conference on Monday. Cagle explained there was a 2-year accountability audit for 2022 and 2023. She also explained there was a financial audit for 2023 and a single audit that looked into EDA funds for Building 20. The accountability audit reviewed cash receipting, tenant leases, and public works projects. Cagle stated the audit team was impressed with the Port’s cash receipting process. Cagle gave thanks to Contract Manager Itzen for her contributions to the public works portion. Cagle also mentioned the first Friday event is happening downtown Camas this Friday, May 3rd. The Port’s table will be inside Journey Church. Cagle also expressed her thanks to Commissioner Keister for his participation in the City of Washougal Hello Spring event.

COMMISSIONER REPORTS & DISCUSSION

Commissioner Spencer

Commissioner Spencer suggested to Ripp that he may want to speak with Pearson Airport about the pros and cons of being an FAA-obligated Airport.

Commissioner Marshall

Commissioner Marshall shouted out Port staff for a successful audit. Marshall stated the Earth Day event was great and that a lot of planting was accomplished.

Commissioner Keister

Commissioner Keister gave thanks to Cagle for a great audit. Keister stated he was very pleased with the State Auditor's office comments. Keister explained he attended the Washington Transportation planning meeting on the 25th. Keister stated their biggest concern is Clark County’s growth. Keister stated they spoke about the Slough Bridge in Camas and the need for maintenance or a rebuild. Keister stated Camas needs a reliable freight corridor.

The regular meeting adjourned at 12:51 pm.

PORT OF CAMAS-WASHOUGAL COMMISSION

Commissioners