

PRELIMINARY AGENDA FOR REGULAR MEETING

April 16, 2025

I. EXECUTIVE SESSION

11:30 AM

RCW 42.30.110 (1) & RCW 42.30.110 (1)(I)(III): One matter related to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price & one matter related to legal risks of a proposed action that the agency has identified when public discussion of the legal risks is likely to result in an adverse legal of financial consequence to the agency. No decisions will be made in Executive Session; however, action may taken, afterwards in the open, public session, as a result of the Executive Session discussion.

II. OPEN SESSION

12:00 PM

Pledge of Allegiance

PUBLIC COMMENT: ITEMS ON THE AGENDA

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.

City of Camas/City of Washougal Updates

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 2, 2025.

B. Approval of Checks

C. Lease Termination Building 20-Paradigm Outdoors (Grit Overland)

D. Lease Building 20- Bay 4 Fresh Perspective

NEW BUSINESS/DISCUSSION ITEMS

E. 2026-2030 Strategic Plan Update- CEO Trang Lam

F. 2024 Close Year Presentation- Director of Finance Krista Cagle

G. RKM Development, Inc Ground Lease- CEO Trang Lam

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.

ACTION ITEMS

H. RKM Development, Inc Ground Lease- CEO Trang Lam

STAFF REPORTS & COMMENTS

COMMISSIONER REPORTS & DISCUSSION

ADJOURN

Regular business and meetings that may be attended by members of the Commission:

<u>Date</u>	<u>Meeting</u>
April 18, 2025	Planting Pollinator Garden- <i>Washougal Waterfront Park- 2 PM</i>
April 22, 2025	Protecting Pollinators Presentation by WSU <i>Port Admin Office 12 PM</i>
April 26, 2025	Washougal Arts & Culture Alliance- <i>Meet the Artist at Two Rivers Heritage Sculpture</i>
April 30, 2025	Port Strategic Plan Open House <i>4:30-6:30 PM Port Admin Office</i>
May 14-16, 2025	WPPA Spring Conference

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

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

Meeting ID: 827 7508 8438

Passcode: 433796 or via this video link:

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

**MINUTES OF THE REGULAR COMMISSION MEETING
PORT OF CAMAS-WASHOUGAL
April 2, 2025**

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 2, 2025, at 12 p.m.

PRESENT: Commissioner Cassi Marshall, Commissioner Larry Keister, Commissioner John Spencer, Chief Executive Officer Trang Lam, Director of Business & Real Estate Derek Jaeger, Director of Finance Krista Cagle, 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 12:01 p.m. following the Pledge of Allegiance, Commissioner Marshall called to open the Regular Session public meeting to order. The meeting is being recorded, and the chat function has been disabled.

PUBLIC COMMENT #1 (Items on the Agenda):

No comment.

EXECUTIVE SESSION-

An Executive Session was held 5 minutes after the Regular Meeting began at 12:05 to discuss one matter related to the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price related to legal risks of a proposed action that the agency has identified when public discussion of the legal risks is likely to result in an adverse legal or financial consequence to the agency. The meeting was expected to last 15 minutes. The executive session ended at 12:20 pm. No decisions were made. The Commission resumed the Regular meeting at the end of the Executive Session.

CONSENT ITEMS

Minutes & Checks

The minutes from the Regular Meeting on March 19, 2025, electronic payments, and the issuance of general fund checks 10143-10154 and printed checks 50189-50190 totaling \$175,748.08 were presented for approval. After a brief discussion, Commissioner Spencer made a motion, seconded by Commissioner Keister, and the consent items were carried unanimously.

NEW BUSINESS/DISCUSSION ITEMS:

**Lease Termination Building 20, Bay 4-Grit Overland- Director of Business & Real Estate
Derek Jaeger:**

Jaeger explained Grit Overland leases bay 4 as well as bays 12-15 in Building 20, however, due to unforeseen circumstances they wish to terminate their lease for bay 4. Jaeger explained their current lease option for bay 4 is set to expire on March 31, 2026, and their proposed termination date will be April 30, 2025. Jaeger explained the new tenant will move on June 1st leaving the Port's maintenance team one month to clean the space and make any repairs necessary. Jaeger

stated the Port will miss one month of rent due to accommodate maintenance team getting the space ready for the new tenant.

Lease Building 20, Bay 4- Fresh Perspective- Director of Business & Real Estate Derek Jaeger:

Jaeger explained Fresh Perspective will lease bay 4 in Building 20 starting on June 1st, 2025. They are moving their business from Tumwater to Washougal. Jaeger stated Fresh Perspective is a small food processing and distribution business that has been in operation since 2018. Jaeger stated Fresh Perspective is the second-largest black garlic manufacturing company in the United States. Jaeger explained the lease term is five years and the rent per month will be \$3,300.

CEO Certification-Surplus- Director of Finance Krista Cagle:

Cagle explained that the Port has an aluminum gangway that is no longer needed for Port business. Cagle stated the estimated value of the gangway is \$3,000. Cagle explained this sale will increase the Port's non-operational revenue.

Agreement Regarding Occupation and Vacation of Real Property Amendment- Director of Business & Real Estate Derek Jaeger:

Jaeger explained this is the first amendment to vacate for Intech. Jaeger stated the request was for an additional 4 months to vacate. Jaeger stated Intech has a sub-tenant that will take over the entire space once they are moved out on July 31, 2025. Jaeger stated that the extension is tied to a promissory note, which would make them responsible for their accrued late fees, attorney fees, their monthly rent through July 31st, and six percent interest on the total amount. Approval will be requested during action items.

PUBLIC INDUSTRIAL CORPORATION (PIC) ANNUAL MEETING- 12:35 pm

Commission President Marshall announced a recess of the meeting of the Commissioners of the Port of Camas-Washougal for the purpose of holding the Annual Meeting of the Board of Directors of the Public Industrial Corporation. Following the close of the Annual Meeting of the Public Industrial Corporation, the Regular Meeting of the Port Commissioners was reconvened. The PIC Annual meeting concluded at 12:36 pm.

PUBLIC COMMENT #2:

No comments.

ACTION ITEMS:

Commissioner Marshall requested formal approval of the Agreement Regarding Occupation and Vacation of Real Property Amendment presented during discussion items. Upon motion by Commissioner Keister, seconded by Commissioner Spencer and carried unanimously, the approval of the Agreement Regarding Occupation and Vacation of Real Property Amendment effective April 2, 2025.

STAFF REPORTS & COMMENTS

CEO Trang Lam:

Lam stated she has been following the Clark County's Parks and Nature Division. Lam stated she spoke with their division manager, and he shared a workshop presentation to the Clark County Council regarding their department's financial state and discussion on potential future funding

options. Lam stated that the Parks and Nature Division will form a task force to examine new funding models. Lam explained the models would include local jurisdictions and Ports. Lam stated she met the new East County Fire & Rescue Chief Steve Black. Lam explained she shared the Port's strategic planning process and invited him to Wheels and Wings this summer. Lam stated the City of Washougal is starting "Gateway to Success" with the Washougal Business Association. Lam stated the program will offer technical support and workshops for small businesses. Lam stated the Port has an open Grounds Maintenance position that will close on April 14th at 5 pm. Lam also stated she has an upcoming interview with the Washougal School District Superintendent to help inform their strategic planning process.

Director of Finance Krista Cagle:

Cagle stated the Port's annual audit has begun. Cagle stated they are looking to schedule the entrance conference on April 9th. Cagle stated the Port has signed a contract with Reed Creative for the Port's Annual Report. Cagle explained she would like each commissioner to come up with one question to ask the other two commissioners; and each commissioner will answer two questions from the other two commissioners for the annual report.

Director of Business & Real Estate Derek Jaeger:

Jaeger stated American Cruise Lines has started their season. Jaeger stated they are trying to work on kinks with the golf cart and bus parking locations. Jaeger stated he had spoken with ACL regarding the occurrences where they have their two vessels at the Port. Jaeger stated the Port has requested that they park their vessels one behind the other and or reschedule so there is no overlap to reduce pressure on the Breakwater dock.

Director of Facilities Eric Plantenberg:

Platenberg stated since Plastic Forming Services had moved out, his team has been working on repairs and painting the inside of the space in preparation for the new tenant, Generator Guy. Plantenberg stated he is also meeting with Chief Black and going over the airport's safety and fire plans with him and his staff.

COMMISSIONER REPORTS & DISCUSSION

Commissioner Keister:

Keister stated he would like to attend the WPPA Marina Committee meeting hosted by the Port of Grays Harbor on July 14th and 15th. Keister stated he would be touring two different marinas and the Terminal 4 expansion in Aberdeen. Keister stated he talked with Plantenberg and Harbormaster Shane Emerson regarding their input and ideas that he can take up to the meeting. Keister stated the committee project bill for transportation stated the Slough Bridge is eligible for safety program funding. Keister stated the City of Camas' support for this is crucial.

Commissioner Marshall:

Marshall stated she had attended the annual PUD information session last week. Marshall stated they are looking at the low-hanging fruit for efficiency purposes. Marshall stated the City of Camas had their 5th and final subcommittee meeting related to climate action planning. Marshall stated she met with the State auditor's office on Monday. Marshall stated she will be a part of the Washougal School District's strategic planning advisory committee. Marshall stated she will be attending the

Grow Vancouver event next Thursday. Marshall stated the Port grounds and trails look beautiful lately.

The meeting was adjourned at 1:01 pm.

Port of Camas-Washougal Staff Report

ITEM TITLE: Lease Terminations - Building 20, Bay 4

COMMISSION MEETING DATE: April 2, 2025

DEPARTMENT: Business Development

SUBMITTED BY: D. Jaeger , J. Warta

STAFF RECOMMENDATION:

Approval of lease termination for Paradigm Outdoors LLC (AKA GRIT Overland)

SUMMARY:

Grit Overland has been a tenant in Building 20, Bay 4 since April 2023. Due to unforeseen circumstances, GRIT has requested early termination of their lease. Current lease option is set to expire on March 31, 2026 and the proposed termination date would be April 30, 2025.

A new tenant has been identified and will lease the space June 1, 2025, pending delay in Grit Overland's move out.

BUDGET IMPACT:

Replacement tenant will pay a rate ~13% higher than Grit Overland current rate.

STRATEGIC PLAN or OTHER PLANS:

SUSTAINABILITY IMPLICATIONS:

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS:

Port of Camas-Washougal Staff Report

ITEM TITLE: Lease - Building 20, Bay 4 - Fresh Perspectives

COMMISSION MEETING DATE: April 2, 2025

DEPARTMENT: Business Development

SUBMITTED BY: D. Jaeger | J. Warta

STAFF RECOMMENDATION:

Recommend approval and the execution of the new lease agreement for Fresh Perspectives in Bay 4 of Building 20.

SUMMARY:

Overview: Paradigm Outdoors LLC (aka Grit Overland) requested to terminate lease for Bay 4 and will continue to occupy bays 12-15 in Building 20. Fresh Perspective's lease agreement for bay 4 is outlined below:

Term: 5 years (June 1, 2025, to May 31, 2030) pending move-out of Paradigm Outdoors scheduled for April 30, 2025, contingent upon approval.

Rent: \$3,300 per month (\$1 per SF), plus leasehold tax, with annual rent increase of 3%.

Deposit: \$4,191.08 (equivalent to the last month's rent)

Background: Fresh Perspectives, is a small food processing and distribution business that has been operating since 2018. Fresh Perspectives is the second-largest manufacturer of black garlic in the United States and sources organic garlic from California and honey from Washington. Products are used in various culinary applications, including McMenamins' garlic aioli. Due to the expiration of their current lease in Tumwater, WA, the business is relocating to the area. They currently employ two individuals and project the hiring of two additional employees in the next year.

BUDGET IMPACT:

Yr 1: \$3,300.00/ mo (\$1.00 SF), \$39,600.00/yr

Yr 2: \$3,399.00/ mo (\$1.03 SF), \$40,788.00/yr

Yr 3: \$3,500.97/ mo (\$1.06 SF), \$42,011.64/yr

Yr 4: \$3,606.00/ mo (\$1.09 SF), \$43,272.00/ yr

Yr 5: \$3,714.18/ mo (\$1.13 SF), \$44,570.16/ yr

Total contract value of lease, \$210,241.80.

STRATEGIC PLAN or OTHER PLANS:

Supports the growth of both job opportunities and tenant diversity within Building 20. By adding 2 new jobs, the overall employment level increases, contributing to a more robust workforce. Bringing in a unique tenant helps diversify the building's tenant mix.

SUSTAINABILITY IMPLICATIONS:

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS:

Port of Camas-Washougal Staff Report

ITEM TITLE:

COMMISSION MEETING DATE:

DEPARTMENT:

SUBMITTED BY:

STAFF RECOMMENDATION:

SUMMARY:

BUDGET IMPACT:

STRATEGIC PLAN or OTHER PLANS:

SUSTAINABILITY IMPLICATIONS:

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS:

Port of Camas-Washougal Staff Report

ITEM TITLE: RKM Development, Inc Ground Lease

COMMISSION MEETING DATE: April 16, 2025

DEPARTMENT: Administration

SUBMITTED BY: Trang Lam

STAFF RECOMMENDATION:

Approval

SUMMARY:

On April 20, 2022, the Port of Camas-Washougal (Port) and RKM Development, Inc. (RKM) executed a Ground Lease on approximately 6.77 developable acres (Property) at Port-owned waterfront property. RKM is requesting time to discuss proposed amendment (s) to the Ground Lease with the Port.

BUDGET IMPACT:

NA

STRATEGIC PLAN or OTHER PLANS:

Port of Camas-Washougal Strategic Plan, Waterfront Development goal area.

SUSTAINABILITY IMPLICATIONS:

NA

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS:

NA