

PRELIMINARY AGENDA FOR REGULAR MEETING

May 21, 2025

I. EXECUTIVE SESSION

11:00 AM

RCW 42.30.110 (I) (iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency. No decisions will be made.

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 May 7, 2025.

B. Approval of Checks

C. Lease: Building 12 Bays 3 & 4- Corrosion Company

NEW BUSINESS/DISCUSSION ITEMS

D. Project Completion- Waterfront Soils Removal: Environmental Project Manager Jennifer Taylor

E. RKm Development, Inc.- Master Leasing Agreement & 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

F. RKm Development, Inc.- Master Leasing Agreement & Ground Lease

G. Project Completion-Waterfront Soils Removal

STAFF REPORTS & COMMENTS

COMMISSIONER REPORTS & DISCUSSION

ADJOURN

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

Date

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: 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
May 7, 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, May 7, 2025, at 12 p.m. A Workshop was held before at 11:30 a.m. to discuss the Port's Rail Leases.

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, Leasing Agent Jessica Warta, Environmental Project Manager Jennifer Taylor, 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.

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 comments.

CONSENT ITEMS

Minutes & Checks

The minutes from the Regular Meeting on April 16, 2025, electronic payments, and the issuance of general fund checks 10190-10221 and printed checks 50191-50192 totaling \$321,612.13 were presented for approval. After a brief discussion, Commissioner Keister made a motion, seconded by Commissioner Spencer, and the consent items were carried unanimously.

NEW BUSINESS/DISCUSSION ITEMS

Contract Award: 2025 Slurry Seal Projects- Environmental Project Manager Jennifer Taylor & Contract Manager Nichole Chambers:

Taylor stated the Port's 2025 Slurry Seal Projects will include paving improvements to the Grove Field entrance and the parking lots to Buildings 6, 9, and 17. Taylor explained that bids were solicited using the small works roster process. Taylor stated the lowest responsible bidder was Quam's Handyman however, they did not successfully provide all required contract documents, and their award was then revoked. Taylor stated Blackline was the second-lowest bidder and has experience performing pavement work for the Port. Taylor explained that the 2025 budgeted amount for these projects was a total of \$130,000, but Blackline's bid amount was \$76,220.94. Approval will be requested during action items.

Lease: Building 12, Bays 3 & 4: Corrosion Company- Director of Business & Real Estate Derek Jaeger:

Jaeger explained that Corrosion Company has been an existing tenant of the Port since 2011 and needs additional space for their business practices. Jaeger explained that the term of their additional lease will be 2 years with three, one-year options. Jaeger stated the new lease will start on June 15th, pending the move-out date of the current tenant, ETEC. Jaeger stated the monthly rent will be \$6,677.62, which is \$0.91 per square foot. Jaeger explained that the annual rate increase will be 3%, and they will have to supply a \$10,000 deposit.

PUBLIC COMMENT #2:

No comments.

ACTION ITEMS

Contract Award: 2025 Slurry Seal Projects

Commissioner Marshall requested formal approval of the Contract Award: 2025 Slurry Seal Projects presented during the discussion items. Upon motion by Commissioner Spencer, seconded by Commissioner Keister, and carried unanimously, the approval of the Contract Award: 2025 Slurry Seal Projects, effective May 7, 2025.

STAFF REPORTS & COMMENTS

CEO Trang Lam:

Lam thanked the commission, staff and consultant for tabling at the Port's Strategic Plan open house last week. Lam provided a summary of the open house, stating attendees were provided with green and yellow stickers. Lam explained attendees were directed to stick their green stickers on the most important Port-drafted goals and the yellow on the least important drafted goals. Lam stated attendees used all of their green dots which totaled 99, but only 19 of the yellow dots were used, which Lam interprets as the goals and strategies the port shared resonated with the attendees. Lam explained that the Port had a robust engagement process with 14 direct interviews and 9 focus groups during the Strategic Planning process, which were done in February and March. Lam explained that an online survey also went out. Lam stated that 136 people participated in the survey and that all of the Port's community engagement culminated in the great work of the open house. Lam stated she will go to the City of Camas' council workshop on June 2nd to update them on the process, and then later on in the month, she will attend the City of Washougal's council workshop and provide an update to them as well. Lam stated the final product of the plan will be given to the Commission in July, and then later adopted at the late July meeting. Lam stated that the tower crane for the Hyas Point Building C will go up next Tuesday at the construction site of the Washougal Waterfront development. Lam explained that Channa from RKM stated the best time to view the crane will be at about 11 am, and it will be fully up by 1 pm. Lam stated that if the commission would like a tour, they should coordinate through her. Lam stated the Port will work with RKM to notify the public so they can view the work via the Waterfront trail. Lam stated she will attend the Greater Vancouver Chamber event this Friday.

Director of Finance Krista Cagle:

Cagle stated the Port had attended the first Friday event in downtown Camas last Friday. Cagle thanked Channa from RKM for attending and answering questions regarding the Waterfront development. Cagle stated RKM had brought new renderings to the event. Cagle stated Parkersville Day will be on June 7th, and the Port will attend their first Farmers Market downtown Camas on June 11th.

Director of Business & Real Estate Derek Jaeger:

Jaeger explained he will continue to look at rail agreements and rates. Jaeger explained he will bring the Kiva Rail lease to the commissioners soon. Jaeger stated the Reflection Run will take place on May 18th and will start at Bi-Mart and will continue on the levy trail and go into the industrial park. Jaeger stated Recluse Brew Works will hold a yoga and beer event on May 11th and a Cat event on June 21st in collaboration with the West Columbia Gorge Humane Society. Jaeger stated he toured Northwest Adhesives last week, and it was great to see their future growth.

Director of Facilities Eric Plantenberg:

Platenberg stated a tie-down has been paved at the Airport. Plantenberg explained that the maintenance staff will start to work on the siding of residential building AP 5.

Environmental Project Manager Jennifer Taylor:

Taylor stated there was a great turnout at the Port's event for Earth Day with a master gardener from WSU. Taylor explained that the bat and bee boxes have been installed in the Port's parks, and the plants that the Port's grounds crew put in are looking great. Taylor stated the EV charger at the Airport is partially installed and should be finished later in the month. Taylor stated the 35th Street pavement repair package is almost out to bid and should be under contract soon.

COMMISSIONER REPORTS & DISCUSSION

Commissioner Keister:

Keister said thank you to Channa from RKM for attending downtown Camas' first Friday event. Keister stated it was a great opportunity to answer questions from the community. Keister stated he also visited Northwest Adhesives, and they gave a great presentation about their business practices. Keister stated he has received letters from the community urging the Port to look into bird-friendly windows and lighting. Keister stated this was crucial given the location of the Port's assets along the river. Keister stated it would be great to put this into the Port's design standards as part of an action of the Strategic Plan. Keister stated that one billion birds are killed each year by running into windows, and he would like to continue this discussion.

Commissioner Marshall:

Marshall stated she had received news that Slough Bridge did not receive state funding this year. Marshall stated the bridge has received great attention this year and thanked Lloyd Halverson for his contributions. Marshall stated that 2025 was a hard budget year, but it was worthwhile to bring this issue to the legislative offices. Marshall stated she and Jaeger attended the CREDC event at Ilani Casino last week, and there was great information about land use trends and commercial real estate. Marshall stated that computer and electronic manufacturing has increased in the Portland metro area and has the second highest number of jobs in the country. Marshall stated that during the meeting, the importance of functioning as a region was discussed. Marshall also explained that they spoke about water and power costs being an issue.

The meeting was adjourned at 12:29 pm.



STAFF REPORT

COMMISSION MEETING DATE: 5/21/25

ITEM TITLE: Lease - Corrosion Company – Bldg. 12, Bay 3 & 4

DEPARTMENT: Business Development

SUBMITTED BY: Derek Jaeger, Director of Business Development | Jessica Warta, Lease Administrator

STAFF RECOMMENDATION: Request Commission Approval for Lease with Corrosion Co.

SUMMARY:

This item was discussed at the May 7, 2025, meeting. You can find the item packet here: <https://portcw.com/docs/agendas/2025/May%207%2C%202025%20Dropbox%20%26%20Website%20Packet.pdf>

BUDGET IMPACT:

The new rate is approximately 20% higher than the existing tenant and represents a contract value of over **\$425,000**. Annual impacts are as follows:

YR1: \$80,131.44/YR at \$6,677.62/mo.

YR 2: \$82,535.38/YR at \$6,877.95/mo.

OPTION: YR 3: \$85,011.44/YR at \$7,084.29/mo.

OPTION: YR 4: \$87,561.79/YR at \$7,296.82/mo.

OPTION: YR 5: \$90,188.64/ YR at \$7,515.72/mo.

STRATEGIC PLAN or OTHER PLANS:

Supports expansion of existing long-term tenant and increases Port financial sustainability.

SUSTAINABILITY IMPLICATIONS:

N/A

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS:

N/A



STAFF REPORT

COMMISSION MEETING DATE: May 21, 2025

ITEM TITLE: Project Completion – Waterfront Soils Project

DEPARTMENT: Project Management

SUBMITTED BY: Jennifer Taylor - Env. & Project Manager / Nichole Chambers - Contract Manager

STAFF RECOMMENDATION: Recommend approval of project as complete

SUMMARY: The Waterfront Soils Removal project was completed by Swofford Excavating. Work was physically complete on November 26, 2024. Intents and affidavits for the contractor and all subcontractors have all been approved as of May 7, 2025.

BUDGET IMPACT: The cleanup project received funding from legislative appropriations for \$1,950,000. The project was completed within budget.

STRATEGIC PLAN or OTHER PLANS: This project was an important step in developing the western portion of the Waterfront, a goal of the existing strategic plan.

SUSTAINABILITY IMPLICATIONS: Contaminated soils and organic material were excavated for proper disposal and were replaced with clean structural fill. The contamination will no longer pose an environmental risk at the site.

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS: N/A

Waterfront Soils Removal Project

Contractor – Swofford Excavating, Inc.





May 21, 2025

Debra Swofford
Swofford Excavating
211 Nagel Rd.
Washougal, WA, 98671

Re: Waterfront Soils Removal Project - Notice of Final Acceptance

The work performed under the public works contract for the Waterfront Soils Removal project has been reviewed and found complete. All affidavits of wages paid have been received/approved. The Port Commission has formally accepted the project as complete.

A Notice of Completion (NOC) will be submitted and once certificates/releases are received from all three agencies (DOR, ESD and L&I) the retainage payment can be issued.

Sincerely,

Trang Lam
Chief Executive Officer



STAFF REPORT

COMMISSION MEETING DATE: May 21, 2025

ITEM TITLE: RKm Development, Inc. – Master Leasing Agreement & Ground Lease

DEPARTMENT: Administration

SUBMITTED BY: Trang Lam, CEO

STAFF RECOMMENDATION: Approval

SUMMARY: On June 14, 2021, the Port of Camas-Washougal (Port) and RKm Development, Inc. (RKm) executed a Master Leasing Agreement on the approximate 21 acres of Port-owned waterfront property (Property). On April 20, 2022, the Port and RKm executed a Ground Lease on approximately 6.77 developable acres of the Property. RKm is requesting time to discuss proposed amendment(s) to the Master Leasing Agreement and Ground Lease with the Port.

BUDGET IMPACT: N/A

STRATEGIC PLAN or OTHER PLANS: Port of Camas-Washougal Strategic Plan, Waterfront Development goal area.

SUSTAINABILITY IMPLICATIONS: N/A

DIVERSITY, EQUITY & INCLUSION IMPLICATIONS: N/A