

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Wednesday, September 13, 2023
Work Session 1:00pm
Special Commission Meeting to begin at 3:00 p.m.
MEETING AGENDA (Rescheduled from 9/20/23)

This Port of Clarkston meeting will be in person.

1:00 p.m. WORK SESSION: 2024 Budget and Comprehensive Plan and Comprehensive Scheme of Harbor Improvements

3:00 p.m. CALL MEETING TO ORDER; PLEDGE OF ALLEGIANCE

ROLL CALL:

- Commissioner Dayna Weatherly Wilson Commissioner Mark Brigham
- Commissioner Jay Backus Dir. of Special Projects Wanda Keefer
- Operations Manager Beth Larson
- Exec. Director Chris Rasmussen

CONSENT AGENDA:

- 1. Approved absence, if necessary
- 2. Approval of Minutes: Regular Meeting Minutes 8/16/23
- 3. Review of Accounts Receivable through – 9/13/23
- 4. Approval of Vouchers:

Type of Check	Check Numbers	Date	Amount
Expenses	25319-25341	8-28/29-23	\$36,871.86
Payroll	E-PAY/25343-25355	8-31-23	\$21,911.74
Expenses	25356-25378	9-13-23	\$37,621.07

GENERAL PUBLIC COMMENTS: Speakers are requested to limit their time to 3 minutes and can address agenda or non-agenda topics.

CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR:

- 1. Month to Month Lease for 1160 Port Way

NEW BUSINESS:

- 1. Enduris Insurance Presentation at 3:10 p.m.
- 2. Personnel Policy Revisions - DISCUSSION
- 3. Promotional Hosting Guidance on What It Is and Its Requirements - DISCUSSION
- 4. Travel and Meals Procedures and Policy Revision - DISCUSSION
- 5. Material and Vehicle Policy Revision – DISCUSSION
- 6. Public Records Act (PRA) – DISCUSSION

RESOLUTIONS:

- 1. 2023 – XX Governing Promotional Hosting and Expenditures - DISCUSSION

OLD BUSINESS:

1. Project Updates

- RFQ for 7th Street Cruise Dock Improvements design engineering. Fee Proposal with PND Engineers is currently being negotiated.
- EV Bike Charging Stations – Granite Lake Park
- Grantham Elementary School Service Area Fiber-to-the-Home is currently under construction. Estimated completion date is February 2024.
- Census Tract 9604 Fiber-to-the-Home – Currently in final stages of design.

COMMISSIONER REPORTS:

Commissioner Backus
Commissioner Weatherly-Wilson
Commissioner Brigham

EXECUTIVE DIRECTOR REPORT:

Chris Rasmussen

Upcoming Calendar/Events

- a. WFOA Annual Conference Spokane, WA September 19-22, 2023
- b. PNWA Annual Convention Vancouver, WA October 10-12, 2023
- c. WPPA Small Ports Lake Chelan, WA October 26-27, 2023
- d. WPPA Annual Meeting Vancouver, WA December 6-8, 2023

DIRECTOR OF SPECIAL PROJECTS REPORT:

Wanda Keefer

EXECUTIVE SESSION (RCW 42.30.110): Item(s) concerning minimum price which property will be offered for sale.

NEXT MEETING: Regular Commission Meeting October 18, 2023, at 3:00pm

WORK SESSION: 2024 Budget and Comprehensive Plan and Comprehensive Scheme of Harbor Improvements – If necessary, date and time to be determined

5:00 p.m. ADJOURN