

**PORT OF CLARKSTON**  
**849 Port Way – Clarkston, WA**  
**Monday, December 11, 2023**  
**Special Commission Meeting to begin at 10:00 a.m.**  
**MEETING AGENDA**

This Port of Clarkston meeting will be in person.

**10:00 a.m. CALL MEETING TO ORDER; PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

- |  |  |
|--|--|
| <input type="checkbox"/> Commissioner Dayna Weatherly Wilson | <input type="checkbox"/> Commissioner Mark Brigham             |
| <input type="checkbox"/> Commissioner Jay Backus             | <input type="checkbox"/> Dir. of Special Projects Wanda Keefer |
| <input type="checkbox"/> Operations Manager Beth Larson      | <input type="checkbox"/> Finance and Account Mgr. Kim Petrie   |
| <input type="checkbox"/> Exec. Director Chris Rasmussen      |  |

**CONSENT AGENDA:**

1. Approved absence, if necessary
2. Approval of Minutes: Special Meeting Minutes 11/15/23
3. Review of Accounts Receivable through – 12/8/23
4. Approval of Vouchers:

<b>Type of Check</b>	<b>Check Numbers</b>	<b>Date</b>	<b>Amount</b>
Expenses	25559-25577	11-27-23	\$15,333.89
Expenses	25578	11-29-23	\$4,926.00
Payroll	E-PAY/25579-25590	11-30-23	\$19,382.86
Expenses	25591-25605	12-6-23	\$22,102.36

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

**CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR:**

1. NONE

**NEW BUSINESS:**

1. Washington State Auditor’s Office 2021-2022 Audit Exit Conference – DISCUSSION
  - Dylan Wharton, Assistant State Auditor
  - Alisha Shaw, Audit Manager
2. USACE Dredging Reconciliation Refund to Sponsors – ACTION ITEM
3. On-Call Unit Price Fiber Construction Contract Award – ACTION ITEM
4. 2024 Election of Commission Officers – DISCUSSION
5. 2023 Q3 Goals and Objectives Update - DISCUSSION

**RESOLUTIONS:**

1. 2023-13 Commission Meeting Schedule 2024 – ACTION ITEM

**OLD BUSINESS:**

1. NONE

**COMMISSIONER REPORTS:**

Commissioner Backus  
Commissioner Weatherly-Wilson  
Commissioner Brigham

**EXECUTIVE DIRECTOR REPORT:**

Chris Rasmussen

**Upcoming Calendar/Events**

- a. WPPA Spring Meeting – Stevenson, WA May 15-17, 2024
- b. PNWA Spring Meeting – Clarkston, WA June 4-6, 2024
- c. WPPA Finance and Administration Seminar - Vancouver, WA June 26-28, 2024
- d. WPPA Directors Seminar – Kalama, WA July 11-12, 2024
- e. WPPA Small Ports Lake Chelan, WA October 26-27, 2023
- f. USACE Navigation Meeting Walla Walla, WA November 9, 2023
- g. 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 the purchase of real estate.  
Item(s) concerning the performance of a public employee.

**NEXT MEETING:** Regular Commission Meeting scheduled for December 20, 2023 - CANCELLED

Special Commission Meeting January 3, 2024, at 3:00pm.

**12:00 p.m. ADJOURN**

**Annual Staff Appreciation Holiday Lunch:**

**Start:** 12:05 p.m.