

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Thursday, July 18, 2024
Special Commission Meeting to begin at 3:00p.m.
MEETING MINUTES

This Port of Clarkston meeting will be in person.

Commission Chair Weatherly-Wilson called the Port Commission meeting to order at 3:00 p.m. Executive Director Rasmussen led the Pledge of Allegiance.

ROLL CALL:

- [X] Commissioner Dayna Weatherly Wilson
- [X] Commissioner Jay Backus (called in)
- [X] Operations Manager Beth Larson
- [X] Exec. Director Chris Rasmussen
- [X] Commissioner Mark Brigham
- [X] Finance and Account Mgr. Kim Petrie

CONSENT AGENDA:

1. Approved absence, if necessary
2. Approval of Minutes: Special Meeting Minutes 6/19/24
3. Review of Accounts Receivable through – 7/15/24
4. Approval of Vouchers:

Type of Check	Check Numbers	Date	Amount
Expense	26056-26074	6-21-24	\$223,792.71
Payroll	E-PAY/26075-26085	6-30-24	\$23,069.93
Expense	E-PAY/26086	7-1-24	\$150.06
Expense	26089-26114	7-8-24	\$32,003.23
Payroll	E-PAY/26115-26126	7-15-24	\$15,359.01
Expense (Q2)	26088/26125-26130	7-8/15-24	\$28,385.84

Commissioners Brigham/Weatherly-Wilson made a motion to approve the consent agenda as presented. Motion carried.

GENERAL PUBLIC COMMENT: NONE

CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR:

1. NONE

NEW BUSINESS:

1. Lease Amendment 1015 Port Way –
Commissioners Brigham/Weatherly Wilson made a motion to approve the lease amendment for 1015 Port Way ending August 31st, 2025. Motion carried.
2. Term Lease 845 Port Way -
Commissioners Brigham/Weatherly Wilson made a motion to approve the term lease at 845 Port Way with the lease terminating December 31st, 2027. Motion carried.

3. 2025 Budget Alternative Schedule -
Commissioners Weatherly Wilson/Brigham made a motion to approve the 2023 Budget Alternative Schedule with the possibility of a change for the September 18, 2024, meeting. Motion carried.
4. Q2 2024 Budget vs Actual –
Executive Director Rasmussen discussed the Q2 2024 Budget to Actual comparison.
5. Q2 2024 Goals and Objectives –
Executive Director Rasmussen discussed the Q2 2024 Goals and Objectives.
6. Park Bench Donation Granite Lake Park – DISCUSSION
Executive Director Rasmussen discussed with the Port Commission a donation of a park bench to Granite Lake Park by a local non-profit group.

RESOLUTIONS:

1. 2024 – 04 Approving Sale of Real Property –
Commissioners Weatherly-Wilson/Brigham made a motion to approve Resolution 2024-04 Approving the Sale of Real Property at 2801 Turning Pointe Loop. Motion carried.

OLD BUSINESS:

1. NONE

COMMISSIONER REPORTS:

Commissioners Weatherly-Wilson and Brigham participated in the annual Valley Vision Meeting.

EXECUTIVE DIRECTOR REPORT:

Chris Rasmussen – no report.

Upcoming Calendar/Events

- a. WPPA Commissioner Seminar – Richland, WA July 22-24, 2024
- b. PNWA Regional Reception – Lewiston, ID August 19, 2024
- c. Washington Finance Officers Association (WFOA) Yakima, WA September 17-20, 2024
- d. WPPA Environmental Seminar Walla Walla, WA September 19-20, 2024
- e. PNWA Annual Convention Vancouver, WA October 1-3, 2024
- f. WPPA Small Ports Seminar Lake Chelan, WA October 24-25, 2024
- g. WPPA Annual Meeting Bellevue, WA December 11-13, 2024

FINANCE AND ACCOUNTING MANAGER REPORT:

Kim Petrie – no report.

EXECUTIVE SESSION (RCW 42.30.110): The Commission went into Executive Session to discuss items concerning the purchase of real estate items concerning the minimum price at which Port property will be offered for sale and item concerning potential litigation at 4:15 p.m. Executive Session adjourned at 5:15 p.m. No motions resulted after Executive Session concluded.

NEXT MEETING: Regular Commission Meeting Wednesday August 21, 2024, at 3:00pm.

ADJOURN: The meeting adjourned at 5:16 p.m.

Mark Brigham

Mark Brigham, Secretary