PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Wednesday, May 13, 2026
Regular Commission Meeting to begin at 3:00p.m.
MEETING MINUTES

This Port of Clarkston meeting will be in person.

Commissioner Brigham called the meeting to order at 3:00 p.m. with the Pledge of Allegiance.

ROLL CALL:

[X] Commissioner Dayna Weatherly Wilson
[E] Commissioner Jay Backus
[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: Regular Meeting Minutes 4/8/26
3. Review of Accounts Receivable through – 4/30/26
4. Approval of Vouchers:

Type of Check	Check Numbers	Date	Amount
Payroll	EPAY/27646-27655	4-15-26	$15,772.63
Expenses	27656-27684	4-16-26	$60,717.72
Payroll	EPAY/27685-27697	4-30-26	$25,231.60
Expenses	27698-27718	4-30-26	$19,831.70

Commissioners Weatherly-Wilson/Brigham made a motion to approve the Consent Agenda as written. Motion carried

GENERAL PUBLIC COMMENT: None

CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR:

1. Patriot Fire Protection, LLC Agreement - 102 14th Street Repairs
   Executive Director Rasmussen discussed with the Port Commission an agreement with Patriot Fire Protection LLC for repairs to sprinkler riser valve.

2. Stripes-A-Lot, LLC Agreement - Asphalt Maintenance
   Executive Direct Rasmussen discussed with the Commission an agreement with Stripes-A-Lot LLC for asphalt maintenance at the east end of the waterfront.

NEW BUSINESS:

1. Lease Renewal United States Geological Survey (USGS)
   Commissioners Weatherly-Wilson/Brigham made a motion to approve the Lease Renewal for the United States Geological Survey as presented. Motion carried.

2. Confluence Cellars, LLC Revocation and Rescission of Lease Assignment
   Commissioners Brigham/Weatherly-Wilson made a motion to approve the revocation and rescission of the lease assignment with Confluence Cellars, approved at the Port of Clarkson's February 18th, 2026, meeting, with Confluence Cellars LLC. Motion carried.

3. Confluence Cellars, LLC Lease Amendment
   Commissioners Brigham/Weatherly-Wilson/made a motion to approve the lease amendment with Confluence Cellars, LLC. Motion carried.

4. Q1 2026 Budget vs. Actual
   Port staff and Commissioners discussed Q1 2026 Budget vs. Actual Financials.

5. Q1 2026 Goals and Objectives
   Executive Director Rasmussen and Commissioners discussed the progress on Q1 2026 Goals and Objectives.

6. Q1 2026 Vendor Trending
   Port Staff and Commissioners discussed the Q1 2026 Vendor Trending report.

RESOLUTIONS:

1. NONE

OLD BUSINESS:

1. 2025 Annual Financial Report
   Commissioners Backus/Weatherly-Wilson made a motion to approve the 2025 Annual Financial Report to submit. Motion carried.

COMMISSIONER REPORTS:

Commissioner Backus attended the CEDA annual meeting and an IPNG call.
Commissioner Weatherly-Wilson attended PNWA Mission to WA DC in April.
Commissioner Brigham attended a Fish and Dams group meeting and the stakeholder meeting for the rehabilitation of the 14th st Dock. He also has been working with Valley Vision on the Annual Meeting. He attended the American Cruise Lines christening of the American Encore.

EXECUTIVE DIRECTOR REPORT:

Executive Director Rasmussen discussed the Snake River Family Festival hosted by the Port of Whitman County 6/13/26. Also discussed the early renewal of the Corps of Engineers lease and current progress.

<u>Upcoming Calendar/Events</u>

a. WPPA Spring Meeting Stevenson, WA May 19-21, 2026
b. PNWA Summer Conference Newport, OR June 16-18, 2026
c. WPPA Finance Seminar Everett, WA June 24-26, 2026
d. WPPA Directors Seminar Pullman, WA July 8-10, 2026
e. WPPA Commissioner Seminar Wenatchee, WA July 20-22, 2026
f. WFOA Annual Meeting Kennewick, WA September 15-18, 2026
g. WPPA Environmental Conference Seattle, WA September 25-26, 2026
h. PNWA Annual Convention Vancouver, WA October 13-15, 2026

i. WPPA Small Ports Chelan, WA October 20-23, 2026
j. WPPA Annual Meeting Vancouver, WA December 9-11, 2026

FINANCE AND ACCOUNTING MANAGER REPORT:
Finance and Accounting Manger had nothing to report.

EXECUTIVE SESSION (RCW 42.30.110): NONE

NEXT MEETING: Regular Commission Meeting Wednesday June 10, 2026, at 3:00 p.m.

ADJOURN: Commissioners Backus/Weatherly-Wilson made a motion to adjourn the meeting. The Commission meeting adjourned at 4:38 p.m.

Jay Backus, Secretary