

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Wednesday, July 8, 2026
Regular Commission Meeting to begin at 3:00p.m.
MEETING MINUTES

This Port of Clarkston meeting will be in person.

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

ROLL CALL:

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

CONSENT AGENDA:

1. Approved absence, if necessary
2. Approval of Minutes: Regular Meeting Minutes 6/10/26
3. Review of Accounts Receivable through – 6/30/26
4. Approval of Vouchers:

Type of Check	Check Numbers	Date	Amount
Expense	27786-27807	6/11/2026	\$55,430.41
Payroll	EPAY/27808-27818	6/15/2026	\$17,112.22
Expense	27819-27844	6/25/2026	\$40,305.59
Payroll	EPAY/27845-27856	6/30/2026	\$24,994.10

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

GENERAL PUBLIC COMMENT: None

CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR:

1. Patriot Fire Protection, Inc – Change Order No. 01
Executive Director Rasmussen discussed Change Order No. 1 for work performed at 103 14th Street.
2. Lease Renewal Valley Containers, LLC
Executive Director Rasmussen discussed the one-year lease renewal with Valley Containers LLC located at 2801 Turning Pointe Loop.
3. Reynolds Cattle & Trucking, LLC Lease Termination
Executive Director Rasmussen discussed the termination of Reynolds Cattle & Trucking as of June 2026.

NEW BUSINESS:

1. Granite Lake Park Recreational Use Agreement
Commissioners Weatherly-Wilson/Brigham made a motion to approve the Granite Lake Park Recreational Use Agreement with the Tristate Health Foundation to hold their 5K/1K Run. Motion carried.
2. 2027 Alternative Budget Calendar
Commissioners Weatherly-Wilson/Brigham made a motion to approve the 2027 Alternative Budget Calendar, updating the October 14th meeting to October 7th. Motion carried.
3. Inland Ports & Navigation Group (IPNG) Agreement
Commissioners Brigham/Weatherly-Wilson made a motion to approve the Inland Ports & Navigation Group Agreement in the amount of \$10,000, as presented. Motion carried.
4. 2026 Budget General and Administration
Commissioners and staff discussed the General and Administration Travel and Training 2026 Budget Q2 vs budget.
5. 2027 Insurance Policy Year
Commissioners and staff discussed the 2027 Insurance Policy estimated increase. Staff estimate is 2.95% for base rate increase charges across all coverages.

RESOLUTIONS:

1. 2026-04 Waiving Rent Security Requirement per RCW 53.08.085
Commissioners Weatherly-Wilson/Brigham made a motion to approve resolution 2026-04 Waiving Rent Security Requirement per RCW 53.08.085, as presented. Motion carried.

OLD BUSINESS:

1. NONE

COMMISSIONER REPORTS:

Commissioner Backus was not present.

Commissioner Weatherly-Wilson had nothing to report.

Commissioner Brigham is the head of the Valley Vision Annual Meeting committee. Is also on the recruiting committee and will be on the Executive Board next year.

EXECUTIVE DIRECTOR REPORT:

Chris Rasmussen will be attending the Army Corps of Engineers Change of Command on July 15th, in Walla Walla. On July 16th there will be an informational meeting at Walla Walla Community College. He also discussed a meeting with the Army Corps of Engineers on July 24th, with Port of Whitman and Port of Garfield. The new 7th docks are anticipated to be installed in September 2026.

Upcoming Calendar/Events

- a. WPPA Directors Seminar Pullman, WA July 8-10, 2026
- b. WPPA Commissioner Seminar Wenatchee, WA July 20-22, 2026
- c. WFOA Annual Meeting Kennewick, WA September 15-18, 2026
- d. WPPA Environmental Conference Seattle, WA September 25-26, 2026
- e. PNWA Annual Convention Vancouver, WA October 13-15, 2026
- f. WPPA Small Ports Chelan, WA October 20-23, 2026
- g. WPPA Annual Meeting Vancouver, WA December 9-11, 2026

FINANCE AND ACCOUNTING MANAGER REPORT:

Kim Petrie discussed the Boyer Park Snake River Family Festival, also attended by Beth, Commissioner Backus. Also discussed were the WPPA Finance and Administration Conference in Everett.

OPERATIONS MANAGER REPORT:

Beth Larson discussed the Lewis-Clark Valley Chamber monthly luncheon. She also discussed the 2027 Cruise Boat season.

EXECUTIVE SESSION (RCW 42.30.110):

1. NONE

NEXT MEETING: Regular Commission Meeting Wednesday August 12, 2026, at 3:00 p.m.

ADJOURN: Commissioners Weatherly-Wilson/Brigham made a motion to adjourn the Commission meeting at 3:56 p.m. Motion carried.



Jay Backus, Secretary