PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Wednesday, October 7, 2026
Special Commission Meeting to begin at 3:00p.m.
MEETING MINUTES

This Port of Clarkston meeting will be in person.

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

ROLL CALL:

[X] Commissioner Dayna Weatherly Wilson
[X] Commissioner Jay Backus
[E] 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 9/9/26
3. Review of Accounts Receivable through – 10/1/26
4. Approval of Vouchers:

Type of Check	Check Numbers	Date	Amount
Payroll	EPAY/28039-28049	9-15-26	$17,710.61
Expenses	28050-28073	9-17-26	$23,757.51
Payroll	EPAY/28074-28084	9-30-26	$20,095.17
Expenses	28086-28105	10-1-26	$103,521.50

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

GENERAL PUBLIC COMMENT: Nick Bacon the Emergency Management Director from Asotin County gave an update on the Asotin County Hazards Mitigation Plan that is being updated for 2027.

CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR:

1. Recreational Use Agreement Granite Lake Park – Seaport Striders
   Executive Director Rasmussen discussed the Granite Lake Park Recreational Use Agreement that was executed with Seaport Striders for 5K run. The event will be held October 17th, 2026.

2. Task Order No. 01 – ILA Asotin County
   Executive Director Rasmussen discussed Task Order No. 1 from the ILA with Asotin County. Asotin County will be performing storm water maintenance on six (6) Port owned dry wells.

NEW BUSINESS:

1. 2027 Budget Advertisement for Public Hearing
   Commissioners Brigham/Weatherly Wilson made a motion to approve for advertisement and public review the 2027 Draft Budget. Motion passed.

2. Hazard Mitigation Plan Goals and Scoring
   Commissioners Backus/Brigham made a motion to approve ED to make edits as needed to Port's Hazard Risk Assessment and MHMP as needed with Asotin County Hazard Mitigation Plan Team. Motion passed.

3. Granite Lake Park Recreation Dock Rules
   Commissioners Backus/Brigham made a motion to approve the Granite Lake Park Recreation Dock Rules as presented. Motion passed.

4. Support for Asotin County Grant Application with Department of Ecology
   Commissioners Backus/Weatherly-Wilson made a motion to approve a letter of support for Asotin County's grant application with the Department of Ecology. Motion passed.

5. 1265 Port Way Business Plan
   Commissioners Weatherly-Wilson/Backus made a motion to direct staff to begin lease negotiations with Snake River Adventures at 1265 Port Way. Motion Passed.

6. 14th Street Dock Rehabilitation Analysis
   Commission and staff discussed the 14th St Dock Rehabilitation Analysis and the next steps in the process. Staff will bring back additional information at future Commission Meeting.

7. Contract Amendment No. 02 14th Street Dock
   Commissioners Weatherly-Wilson/Backus made a motion to approve Contract Amendment No. 02. This Contract Amendment extends the length of the Agreement from November 1, 2026, to June 17th, 2027, with no increase to the contract amount. Motion passed.

8. Tariff No. 003
   Executive Director Rasmussen discussed updates to the Tariff that will begin January 1, 2027.

RESOLUTIONS:

1. 2026 – 05 Levy Certification
   Commissioners Weatherly-Wilson made a motion to approve Res. 2026 -05 and 2027 Levy Certification as presented. Motion passed.

OLD BUSINESS:

1. NONE

COMMISSIONER REPORTS:

Commissioner Backus added a Washington Department of Transportation meeting in Colfax and will be attending the Pioneer Ports meeting this week.

Commissioner Weatherly-Wilson will be attending the Pioneer Ports meeting this week. Commissioner Brigham attended the Entrance Conference for the Port's 2025 Audit and discussed a new program with WPPA.

EXECUTIVE DIRECTOR REPORT:

Chris Rasmussen attended the LC Valley Chamber Manufacturing and Agriculture Event. The Port will be hosting Business After Hours in September 2027. Next week is the M5/M84 meeting followed by the PNWA Fall Conference in Vancouver, WA.

Upcoming Calendar/Events

a. Pioneer Ports Pullman, WA October 8, 2026
b. PNWA Annual Convention Vancouver, WA October 13-15, 2026
c. WPPA Small Ports Chelan, WA October 20-23, 2026
d. WPPA Annual Meeting Vancouver, WA December 9-11, 2026

FINANCE AND ACCOUNTING MANAGER REPORT:

Kim Petrie discussed the annual audit. The Audit Exit Conference is scheduled for October 19th.

OPERATIONS MANAGER REPORT:

Beth Larson was absent.

EXECUTIVE SESSION (RCW 42.30.110): None

NEXT MEETING: Special Commission Tuesday November 10, 2026, at 3:00 p.m.

ADJOURN: Commissioners Weather-Wilson/Backus made a motion to adjourn the Commission meeting. Motion passed. The Meeting adjourned at 4:29 p.m.

Jay Backus, Secretary