



COMMISSION MEETING AGENDA

MEETING TYPE: ☒ Regular ☐ Special
MEETING DATE: July 22, 2026 **MEETING TIME:** 9:00 AM
ATTENDANCE: *In Person* *Television Broadcasting*
 Port of Longview [KLTV Kelso Longview](#)
 10 International Way [Television](#)
 Longview, WA 98632

Public comment will be taken before and during the meeting. Attendees can submit public comments to publiccomment@portoflongview.com or give public comment orally during the meeting. For assistance with special arrangements please call (360) 425-3305 at least 24 hours in advance.

1. Call to Order
2. Pledge of Allegiance
3. Commissioner Attendance
4. Meeting Guidelines
5. Consent Agenda

Public comment is taken prior to Commission vote on the consent agenda

 - a. Today's Meeting Agenda
 - b. May Financial Report
 - c. Investment Report
6. General Public Comment Period

Public comment is taken for items not appearing on this agenda
7. CEO and Staff Reports
 - a. Chief Executive Officer's Report
 - b. IRCE Project Safety Updates (including safety audits)
8. Advisory Items
 - a. Consider Increase to Facilities and Engineering Operating Budget for Coordinated Dredging with the Department of Army Corps of Engineers (*Presented by William Burton*)
 - b. Consider Contract Award for International Way Grade Separation Project (*Presented by William Burton*)
 - c. Contract Amendment – WSP – Master Plan Development Planning and Environmental Project Support No. 25-065-AE (*Presented by Lisa Hendriksen*)
9. Commissioner Reports
10. Commence Commissioner Work Session
 - a. Discuss Possible Revisions to the Park Rules and Regulations
 - b. Other topics as time allows
11. Recess to Executive Session
 - a. Consider the Minimum Price at Which Real Estate will be Offered for Sale or Lease RCW 42.30.110(1)(c)
 - b. Potential Litigation RCW 42.30.110(1)(a)(i)
12. Adjourn Meeting

AGENDA ITEM 7

CEO and Staff Reports

- (a) Chief Executive Officer's Report
- (b) IRCE Project Safety Updates (including safety audits)

Safety Audit

07/07/2026

**Safety Audit Form****CUSTOMER**

Port of Longview

JOB NAME

IRCE Safety Consultant

JOB NUMBER

25-047-PSC

AUDIT DATE

07/07/2026

REPORT DATE

07/07/2026

PROJECT MANAGER

Karl Enyeart

INSPECTOR NAME

Derek Burr

INSPECTOR EMAILdburr@integritysafety.com**Unchecked boxes=Not applicable****GENERAL COMMENTS**

Visited the project mid morning. At the buidling demo location, maintenance/repair on one of the demo excavators. Concrete and rebar debris piled up and evidence of water hoses being used to deter concrete dust.

Other work pertained at the sheet pile location for the drainage ditch. Material is being hauled out of that area while water pumps worked in the area.

Followed the water truck making a pass at the traffic areas.

ADDITIONAL PHOTOS (IF APPLICABLE)









GENERAL ADMINISTRATIVE

- Written Safety and Hazard Communication programs (APP and SDS binders) (written APP + HazCom program required, WA/OR)
- Required postings OSHA L & I, Emergency Numbers, Worker's Comp, Code of Safe Practices, ETC. (OSHA poster + state postings)
- Adequate toilets/ washing facilities (1 toilet for 20 or fewer, then 1 per 40; handwashing required)
- Record of Safety Meetings and Safety Inspections (WA/OR safety committee + meeting records)
- Hot/Cold stress to workers with proper access to water (H2O) (heat index 80F water+shade, 90F added rest, WA/OR; potable water on site)
- Adequate lighting in work and walkways (5 fc general construction, 10 fc shops)

WRITTEN SAFETY AND HAZARD COMMUNICATION PROGRAMS (APP AND SDS BINDERS) (WRITTEN APP +

REQUIRED POSTINGS OSHA L & I, EMERGENCY NUMBERS, WORKER'S COMP, CODE OF SAFE PRACTICES, ETC. (OSHA

HAZCOM PROGRAM REQUIRED, WA/OR)

OK

POSTER + STATE POSTINGS)

OK

ADEQUATE TOILETS/ WASHING FACILITIES (1 TOILET FOR 20 OR FEWER, THEN 1 PER 40; HANDWASHING REQUIRED)

OK

RECORD OF SAFETY MEETINGS AND SAFETY INSPECTIONS (WA/OR SAFETY COMMITTEE + MEETING RECORDS)

OK

HOT/COLD STRESS TO WORKERS WITH PROPER ACCESS TO WATER (H2O) (HEAT INDEX 80F WATER+SHADE, 90F ADDED REST, WA/OR; POTABLE WATER ON SITE)

OK

ADEQUATE LIGHTING IN WORK AND WALKWAYS (5 FC GENERAL CONSTRUCTION, 10 FC SHOPS)

OK

PERSONAL PROTECTIVE EQUIP / EMERGENCY

- Hard hats, vest, and safety glasses being used as needed or 100% of the time (head, eye/face, hi-vis Class 2 or 3)
- Employees aware of emergency procedures (written emergency action plan)
- First Aid kit on site- stocked and accessible (stocked to site size)
- First aid personnel on site and identified (trained responder where no clinic nearby)
- Proper work shoes being worn (protective footwear)

HARD HATS, VEST, AND SAFETY GLASSES BEING USED AS NEEDED OR 100% OF THE TIME (HEAD, EYE/FACE, HI-VIS CLASS 2 OR 3)

OK

EMPLOYEES AWARE OF EMERGENCY PROCEDURES (WRITTEN EMERGENCY ACTION PLAN)

OK

FIRST AID KIT ON SITE- STOCKED AND ACCESSIBLE (STOCKED TO SITE SIZE)

OK

FIRST AID PERSONNEL ON SITE AND IDENTIFIED (TRAINED RESPONDER WHERE NO CLINIC NEARBY)

OK

PROPER WORK SHOES BEING WORN (PROTECTIVE FOOTWEAR)

OK

EXCAVATIONS

- Competent person on site (daily CP inspection)
- Seatbelts being worn while in equipment (ROPS + seatbelt)

COMPETENT PERSON ON SITE (DAILY CP INSPECTION)

OK

SEATBELTS BEING WORN WHILE IN EQUIPMENT (ROPS + SEATBELT)

OK

HOUSEKEEPING

- Work area, passageways, and stairs clear of scrap and debris. Removed regularly. (cleared during construction)
- Material storage areas kept orderly and free of debris (stable stacking)
- Protruding nails in lumber kept cleared from work areas, passageways, and stairs, in and around buildings (nails removed or bent over)

WORK AREA, PASSAGEWAYS, AND STAIRS CLEAR OF SCRAP AND DEBRIS. REMOVED REGULARLY. (CLEARED DURING CONSTRUCTION)

OK

MATERIAL STORAGE AREAS KEPT ORDERLY AND FREE OF DEBRIS (STABLE STACKING)

OK

PROTRUDING NAILS IN LUMBER KEPT CLEARED FROM WORK AREAS, PASSAGEWAYS, AND STAIRS, IN AND AROUND BUILDINGS (NAILS REMOVED OR BENT OVER)

OK

FIRE PROTECTION/PREVENTION

- Fire extinguishers provided at least every 3000 sq. feet of combustibles (1 per 3,000 sq ft, 2A min)
- Monthly inspection completed (annual maintenance; monthly check)

FIRE EXTINGUISHERS PROVIDED AT LEAST EVERY 3000 SQ. FEET OF COMBUSTIBLES (1 PER 3,000 SQ FT, 2A MIN)

OK

MONTHLY INSPECTION COMPLETED (ANNUAL MAINTENANCE; MONTHLY CHECK)

OK

MATERIAL HANDLING

- Equipment is being operated w/proper clearances from workers & other equipment
- Seat belt worn (seatbelt where equipped)
- Load properly secured on forks
- Proper lifting techniques used (best practice, no OSHA standard)

EQUIPMENT IS BEING OPERATED W/PROPER CLEARANCES FROM WORKERS & OTHER EQUIPMENT

OK

SEAT BELT WORN (SEATBELT WHERE EQUIPPED)

OK

LOAD PROPERLY SECURED ON FORKS

OK

PROPER LIFTING TECHNIQUES USED (BEST PRACTICE, NO OSHA STANDARD)

OK

HIGHWAY/WORK ZONES

- Warning signs properly spaced (taper/sign spacing by posted speed)
- Channelization devices properly used and spaced (spacing per MUTCD)
- Vehicle and pedestrian traffic properly controlled

WARNING SIGNS PROPERLY SPACED (TAPER/SIGN SPACING BY POSTED SPEED)

OK

CHANNELIZATION DEVICES PROPERLY USED AND SPACED (SPACING PER MUTCD)

OK

VEHICLE AND PEDESTRIAN TRAFFIC PROPERLY CONTROLLED

OK

CONCRETE

- Silica Dust Controls in place see Table 1 (Table 1 controls; PEL 50 ug/m3 8-hr, action level 25)

SILICA DUST CONTROLS IN PLACE SEE TABLE 1 (TABLE 1 CONTROLS; PEL 50 UG/M3 8-HR, ACTION LEVEL 25)

OK

Thank you for the opportunity to provide this audit report. If you have any questions, please contact me at the number or email below.

This report will automatically send to billing@integritysafety.com

AGENDA ITEM 8

Advisory Item 8(a)

- Consider Increase to Facilities and Engineering Operating Budget for Coordinated Dredging with the Department of Army Corps of Engineers (*Presented by William Burton*)

ACTION/ADVISORY: Advisory



COMMISSION BRIEFING

SUBJECT Consider Increase to Facilities and Engineering Operating Budget for Coordinated Dredging with Department of Army Corps of Engineers

MEETING DATE July 22, 2026

PRESENTED BY William Burton, PE, Direction of Facilities & Engineering
Presenter Approval WB Date: 7/16/2026

REQUESTED ACTION ☐ Motion ☐ Resolution ☒ Advisory

ADVISORY: Motion to increase Facilities and Engineering's Operating Budget by \$270,000 to accommodate increased in dredging costs.

REVIEWED BY ☐ Counsel ☐ Special Counsel ☐ Other

FINANCIAL IMPACTS Included in current budget? ☐ Yes, \$ ☒ No ☐ N/A

BACKGROUND

On 11 March 2026 the Board of Commissioners approved a Memorandum of Agreement with the Army Corps of Engineers (Corps) to join our dredging efforts to reduce dredging costs. On 6 July 2026, the Corps received bids for dredging throughout the Columbia River system together with bids to dredge at the Port of Longview and Willow Grove Park. The total bid amount to dredging both the Port of Longview Berth 1 through 9 and Willow Grove Park will cost \$922,400. This bid is for removal of 14,000 cubic yards of riverbed material. The most recent bathymetric survey estimates that 17,600 cubic yards of riverbed material will need to be removed. This would increase the total bid cost to \$1,055,600. The Port budgeted \$787,000 for dredging and bathymetry surveys, \$268,600 less than is required to complete this work.

The Port has been budgeting approximately \$760,000 the last few years to complete dredging and bathymetry surveys. Fortunately last year, dredging was unnecessary, so the budgeted amount was not expended. Unfortunately this year, we have an abundance of dredge material and over the last few years dredging costs have been increasing. Port staff recommends increasing the dredging line item in the Facilities and Engineering Operating budget to complete this work.

Prior Presentation/ Discussion:

Memorandum of Agreement for Coordinated Dredging with the Department of Army Corps of Engineers – 11 March 2026
2026 Capital Operating Budget Approval – 12 November 2025

List of Attachments:

Letter from Corps of Engineers with Dredging Bid Summary



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS, PORTLAND DISTRICT
PO BOX 2946
PORTLAND OR 97208-2946

Waterways Maintenance Section

9 July 2026

Lisa Hendriksen
 Planning and Environmental Services Director
 Port of Longview
 10 International Way
 Longview, WA 98632

Dear Ms. Hendriksen:

The purpose of this letter is to notify the Port of the additional funds needed to move forward with the dredging under Section 2 of the Memorandum of Agreement (MOA) for the U.S. Army Corps of Engineers, Portland District (Corps) to perform additional dredging for the Port of Longview in 2026 in connection with dredging of the Columbia River portion of the Columbia and Lower Willamette Rivers Federal Navigation Channel, Oregon and Washington.

The apparent successful dredging contractor is HME Construction, Inc. The revised estimate of costs (\$922,400.00) based on actual bid prices is as follows:

Total contract + surveys + labor	Berths 1-9	Willow Grove
(a) Contract preparation labor	\$10,000.00	
(b) Labor to exercise the contract option	\$2,000.00	
(c) Dredging contract bid	\$643,000.00 (*\$125,000 mob + 14,000 CY @ \$37/CY)	\$120,900.00 (3,100 CY @ \$39/CY)
(d) Pre- and Post-dredge hydrosurveys contract bid	\$68,000.00	\$8,500.00
(e) Contract engineering during construction	\$9,000.00	\$1,000.00
(f) Contract supervision and administration	\$54,000.00	\$6,000.00
Subtotal	\$786,000.00	\$136,400.00
Total	\$922,400.00	

The initial funds transfer in Section 2 of the MOA (\$10,000.00) has been completed and the remaining balance needed from the Port is \$912,400.00 total or \$776,000.00 for dredging Berths 1-9 only. Please provide these additional funds within (15) calendar days of this notice in accordance with Section 2 of the MOA. Upon receipt of the

additional funds, the Corps will exercise the applicable contract options in the Corps' clamshell dredging contract for the Port's work.

If you have any questions, please contact me at (503) 808-4352 or jessica.b.stokke@usace.army.mil.

Sincerely,

A handwritten signature in cursive script that reads "Jessica Stokke".

Jessica Stokke
Project Manager
Columbia & Lower Willamette Rivers

AGENDA ITEM 8

Advisory Item 8(b)

- Consider Contract Award for International Way Grade Separation Project (Presented by William Burton)

ACTION/ADVISORY: Advisory

EXAMPLE MOTION:



COMMISSION BRIEFING

SUBJECT Consider Contract Award for International Way Grade Separation Project Design

MEETING DATE July 22, 2026

PRESENTED BY William Burton, PE, Direction of Facilities & Engineering

Presenter Approval WB Date: 7/16/2026

REQUESTED ACTION ☐ Motion ☐ Resolution ☒ Advisory

ADVISORY: Motion to authorize the Chief Executive Officer to execute a contract with OTAK, Inc in an amount not to exceed \$1,100,000.

REVIEWED BY ☐ Counsel ☐ Special Counsel ☐ Other

FINANCIAL IMPACTS Included in current budget? ☒ Yes, \$600,000 ☐ None ☐ N/A

BACKGROUND

The Port of Longview issued a request for qualifications (RFQ) on 25 February 2026 for Engineering and Design Support Services to assist the Port in designing and constructing the International Way Grade Separation project. The Port received four submittals on 3 April 2026. Port staff reviewed and scored the submittals and interviewed the top two consultant firms. Based upon those scores and interviews, Port staff has selected OTAK Inc. as the most qualified consultant to complete this work.

Port staff budgeted \$600,000 in 2026 to begin developing a 30% design and begin the permitting process. The expected cost to develop a 30% design for the International Way Grade Separation project is estimated to be approximately \$1,100,000 and is expected to be completed by April 2027. Further design and budget needs will be addressed in the 2027 Budget program.

A 30% design will include horizontal and vertical alignment, stakeholder/neighbor coordination, preliminary discussions with Agencies having jurisdiction, geotechnical investigation, utility relocation preliminary design, preliminary lighting design, preliminary ground improvement and retaining wall design, and preliminary bridge girder shape and section, bridge width and a revised project cost estimate.

Prior Presentation/ Discussion:

2026 Capital Budget Approval – 12 November 2025

List of Attachments:

None

AGENDA ITEM 8

Advisory Item 8(c)

- Contract Amendment – WSP-Master Plan Development Planning and Environmental Project Support No. 25-065-AE *(Presented by Lisa Hendriksen)*

ACTION/ADVISORY: Advisory

EXAMPLE MOTION:



COMMISSION BRIEFING

SUBJECT Contract Amendment – WSP-Master Plan Development Planning and Environmental Project Support No. 25-065-AE

MEETING DATE July 22, 2026

PRESENTED BY Lisa Hendriksen, Director of Planning & Environmental

Presenter Approval LH Date: 7/16/2026

REQUESTED ACTION ☐ Motion ☐ Resolution ☒ Advisory

ADVISORY: Motion to authorize the Chief Executive Officer to execute a contract amendment with WSP in an amount not to exceed \$325,471.

REVIEWED BY ☒ Counsel ☐ Special Counsel ☐ Other

FINANCIAL IMPACTS Included in current budget? ☒ Yes, \$450,000 ☐ None ☐ N/A

BACKGROUND

The Port of Longview issued a request for qualifications (RFQ) on December 3, 2025, for Planning and Environmental Support Services to assist the Port in preparation of implementing the Master Plan Development Projects. Staff selected, and the Commission approved, a contract with WSP.

Upon approval the Port executed two contracts: 1) Scoping contract (\$14,000); and 2) Contract for the Vik property water rights (\$39,617.16).

The scopes and budgets for the IWGSP (\$223,447) and Berth 4-Project Echo (\$498,406), and the executed contract for initial scoping and the Vik water rights, in total, will exceed the authorized amount of \$450,000 by \$325,471. Total WSP contract for 2026 is being proposed to be amended by \$325,471 for a total of \$775,471.

However, while the total amount of the WSP contract will increase, the Port is not responsible for the full amount. The Vik property water rights is cost shared amongst the non-Federal sponsors (NFS) which include the Ports of Kalama and Vancouver, WA and the Port of Portland, OR per the NFS by-state, and Washington state agreements. The Port's cost share is \$6,602.86. The Berth 4 -Project Echo contract will also be cost shared with Nutrien per our cost share agreement for environmental project permitting. The Port's cost share is \$273,088.07. Therefore, the Port's total obligated amount is \$517,138.

In the budget briefing form for the approval of the WSP contract, staff discussed the potential of exceeding the 2026 budgeted line item of \$450,000 and the need to seek a budget amendment. Staff have coordinated with Nutrien regarding the scope and budget of Berth 4-Project Echo, of which they are in concurrence. Therefore, Staff is seeking an amendment to the WSP contract to execute the IWGSP and the Berth 4-Project Echo scopes of work.

Prior Presentation/ Discussion:

2026 Budget N0. CP-21; February 11, 2026, Commission meeting

List of Attachments:

None