



**PORT OF WOODLAND
Commission Special Meeting Minutes
April 11, 2019**

A workshop of the Woodland Port Commission was held on April 11, 2019 at the office of the Port of Woodland, 1608 Guild Road, Woodland, Washington. President Cline called the meeting to order at 9:00 A.M.

Those present were:	President	Paul Cline
	Secretary	Dale Boon
	Commissioner	Robert Wile
	Executive Director	Jennifer Wray-Keene
	Port Auditor	Carol Moore

CALL TO ORDER

OPENING REMARKS

A. Pledge of Allegiance

WORKSHOP TOPIC

A. Austin Point (Martin Bar) Access/Security/Legal/Risk Management

Update: Per direction from the Commission at the February 21, 2019 meeting, Executive Director Wray-Keene contacted the County Sheriff by email to clarify with him the ideas the Port had for limiting access to Austin Point. She requested county codes, so she had the appropriate verbiage for signage. Sheriff Rosenzweig replied to her email (see exhibit A) that there are no state laws or county codes, just port rules. The sheriff cannot enforce port rules. He clearly states staff must make the first contact to violators of port rules. Executive Director Wray-Keene states she is unwilling to send staff to the site to make first contact with violators as it is not in their job description and it creates an unsafe condition. She suggested a 24-hour patrol by a registered security firm.

The Commission discuss the information that they directed Executive Director Wray-Keene to obtain. They do not agree to hire outside security.

Direction: The Commission directs Executive Director Wray-Keene to the following:

1. To set up three public hearings to allow the public to comment on the issues at Austin Point and the idea of limiting access to the public.
2. No confrontation between staff and public.
3. To contact partnering agencies, again, to either put in writing their views on limiting public access to Austin Point, or to attend one of the public hearings.
4. Publish notice of the public hearings in the port's newsletter, separate mailings to port permit holders and social media.
5. To research cost estimates to secure the site.

B. Guild Road Industrial Park I and II Investment

The Commission discuss funding revenue and debt liability options that were presented by Executive Director Wray-Keene (see exhibit B).

Direction: The Commission directs Executive Director Wray-Keene to pursue and begin the steps to obtain option 7. The Commission renamed Guild II to Centennial Industrial Park, the new road along Guild to be named Rose Way, and the private road at Centennial Industrial Park to be named Orchard Way. The Commission directed Executive Director Wray-Keene to communicate the names to the City of Woodland.

C. Schurman Way Land Proceeds

Executive Director Wray-Keene suggests that the Commission look to prioritize their capital projects to prepare for the revenue generated from the sale of the Schurman Way properties.

Direction: The Commission directs Executive Director Wray-Keene to establish costs for the following list so that they can use that information to formulate their list of priorities:

1. Building construction at Guild
2. Dark Fiber
3. Bozarth property
4. Feasibility study of Martin Bar
5. Security fencing of Austin Point

ADJOURNMENT

Secretary Boon made a motion to adjourn. Commissioner Wile seconded the motion. Vote was unanimous. The motion was carried.

President Cline declared the Special Meeting adjourned at 12:28 P.M.

WOODLAND PORT COMMISSION



Paul Cline, President



Dale Boon, Secretary



Robert Wile, Commissioner