



**PORT OF WOODLAND
Meeting Minutes
August 1, 2019**

A regular meeting of the Woodland Port Commission was held on August 1, 2019 in the office of the Port of Woodland, 1608 Guild Road, Woodland, Washington. President Cline called the meeting to order at 10:01 A.M.

Those present were:	President	Paul Cline
	Secretary	Dale Boon
	Commissioner	Robert Wile
	Executive Director	Jennifer Wray-Keene
	Auditor	Carol Moore
	Schwabe	Milt Reimers – phone conference

CALL TO ORDER

OPENING REMARKS

A. Pledge of Allegiance

B. Approval of Agenda

Discussion: Agenda will be amended as follows:

- Move Unfinished Business A, B, C, and D to D, E, F and G
- Add Unfinished Business A: 2 Acres at Schurman Way
- Add Unfinished Business B: Bozarth Property
- Add Unfinished Business C: Tribeca Property

**Commissioner Wile made a motion to approve the agenda as amended.
Secretary Boon seconded the motion.**

Vote was unanimous. The motion was carried.

PUBLIC COMMENT (5-minute limit)

A. Items ON the agenda

None

B. Items NOT ON the agenda

None

MINUTES

A. July 18, 2019 Regular Meeting

Commissioner Wile made a motion to table the minutes of the July 18, 2019 regular meeting. Secretary Boon seconded the motion.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. Vehicle Policy

The Commission review and discuss the policy that was presented in their commission packet.

Commissioner Wile made a motion to approve vehicle policy. Secretary Boon seconded the motion.

Vote was unanimous. The motion was carried.

UNFINISHED BUSINESS

A. 2-Acres at Schurman Way

Executive Director Wray-Keene states that she has received an offer to purchase the 2-acres on Schurman Way. The offer is \$445,000.00, which is the appraised price, although it was listed at \$489,500.00.

Discussion: The Commission discuss the final costs that will be added to the sale, they ask legal to define and clarify the closing costs. Executive Director Wray-Keene states that because the Port does not have a policy for paying broker fee's they cannot pay the added broker fee. They discuss if the company fits with the Comprehensive Scheme of Harbor Improvements.

Direction: The Commission directs Executive Director Wray-Keene to counter offer with \$445,000.00 plus closing fees.

B. Bozarth Property

Executive Director Wray-Keene states that she has received a verbal counter offer from the Bozarth family. She explains in detail the counter offer.

Discussion: The Commission discuss the counter offer and the requests made by the Bozarth family regarding imminent domain to avoid paying industrial taxes and the restrictions regarding the house and attached 5-acres. The counter offer still stands at the industrial price of \$60,000.00 per acre. The Commission discuss just purchasing the 32-acres and not include the house and 5-acres and because the property has clearly been listed for sale, imminent domain cannot be considered. Executive Director Wray-Keene will communicate with the broker on the verbal offer and the Port Commission's decision on eminent domain language and property acreage.

Direction: The Commission directs Executive Director Wray-Keene to contact Cynthia Weed, the Port's bond counsel, to be part of a workshop detailing IDD's and their impact and benefits.

C. Tribeca Property

Executive Director Wray-Keene states that the appraisal for the property and building has been completed. The appraised value is \$750,000.00.

Discussion: The Commission discuss the price they will set for the property with building at \$825,000.00.

Direction: The Commission directs Executive Director Wray-Keene to contact Tribeca with the price of the property with building.

D. CCDP Application Update and Schedule for Fall 2019

The Commission review and discuss the amended CCDP application that was presented in their commission packet. Executive Director Wray-Keene states she will advertise for applicants and presentations will be scheduled for September 19, prior to the regular commission meeting.

E. Real Estate Brokers

The Commission review and discuss the information, regarding two firms, that was presented in their commission packets.

Direction: The Commission directs Executive Director Wray-Keene to pursue contact with Lance Brown of Fuller Group. They also give direction to draft a broker policy for review and possible action at the next commission meeting.

F. Budget Workshop Dates

Commission and staff discuss budget workshop dates and presentation of preliminary and final budget dates. The following dates and times were discussed:

September 10	Workshop	8:30 A.M.
September 12	Workshop	8:30 A.M.
October 17	Preliminary Budget and Public Hearing	
November 19	Final Budget and CSHI Public Hearing - pending the move of the regular meeting of November 21 to the 19 at the next Commission meeting.	

G. Martin Bar Conceptual Industrial Site Plan

The Commission review and discuss the two proposals that were submitted.

Direction: The Commission directs Executive Director Wray-Keene to move forward with negotiations with WSP.

EXECUTIVE SESSION - RCW 42.30.110(1b) Real Estate Matters

For the record: Executive Session was not held. Discussion on real estate matters were conducted in open meeting.

NEW BUSINESS

Executive Director Wray-Keene would like direction in the level of table sponsorship at Gold Leaf. The Commission agree on bronze level at \$1,500.00. Gold Leaf will be held at Summit Lodge on October 19, 2019.

UPCOMING MEETINGS

- October 9-11: PNWA Annual Meeting (Vancouver)
- October 16: WQCC
- October 24-25: WPPA Small Ports (Leavenworth)
- October 24: Woodland Career Fair (Port and WSD Partnership) & Community Job Fair
- November 20-22: WPPA Annual Meeting (Tacoma) (*Will need to reschedule 11/21 board meeting*)

For the record: President Cline is excused at 12:10 P.M.

COMMISSIONERS REPORTS

Secretary Boon provided an update on the information provided by Erin Thoeny at the last Commission meeting regarding transportation.

Commissioner Wile asks for an update on the city's transportation study.

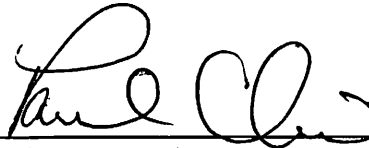
ADJOURNMENT

Commissioner Wile made a motion to adjourn. Secretary Boon seconded the motion.

Vote was unanimous. The motion was carried.

Secretary Boon declared the Regular Meeting adjourned at 12:20 P.M.

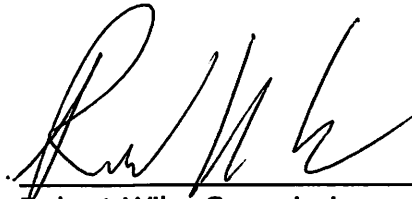
WOODLAND PORT COMMISSION



Paul Cline, President



Dale Boon, Secretary



Robert Wile, Commissioner