



**PORT OF WOODLAND  
Meeting Minutes  
April 2, 2020**

A regular meeting of the Woodland Port Commission was held on April 2, 2020 hosted via Zoom per Governor Jay Inslee declaration of emergency due to Covid-19. President Wile called the meeting to order at 9:00 A.M.

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

**CALL TO ORDER**

**OPENING REMARKS**

**A. Pledge of Allegiance**

**B. Approval of Agenda**

Discussion: Agenda will be amended as follows:

- Add New Business A – Discussion of Possible Sale of 2-Acres on Schurman Way
- Add New Business B – Discussion of Martin Bar Property
- Add Recess at 9:45

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

**Vote was unanimous. The motion was carried.**

**PUBLIC COMMENT (via email)**

**A. Items ON the agenda**

None

**B. Items NOT ON the agenda**

None

**MINUTES**

**A. March 19, 2020 Regular Meeting**

**B. March 24, 2020 Special Meeting**

**C. March 31, 2020 Special Meeting**

**Secretary Cline made a motion to approve the minutes of the March 19, 2020 regular meeting, March 24, 2020 special meeting and March 31, 2020 special meeting. Commissioner Boon seconded the motion.**

**Vote was unanimous. The motion was carried.**

**ACTION ITEMS**

**A. Port of Woodland Annual State Audit Report**

**Commissioner Boon made a motion to submit annual report to the State Auditor's office. Secretary Cline seconded the motion.**

**Vote was unanimous. The motion was carried.**

**UNFINISHED BUSINESS**

**A. Forbearance/Rent Relief Program**

The Commission and staff review and discuss the draft *Lease Forbearance Agreement* that was provided in their commission packet.

**Direction: The Commission directs Executive Director Wray-Keene per Resolution #486, to negotiate with individual requests by tenants regarding lease forbearance.**

**B. General Waiver for April Rent Payment (as necessary)**

The Commission and staff discuss the possibility of waiving late fee's during the COVID-19 emergency.

**Direction: The Commission directs Executive Director Wray-Keene to waive late fee's during the COVID-19 emergency, the time parameter would be linked to state and/or federal mandates.**

**NEW BUSINESS**

**A. Possible Sale of 2-Acres on Schurman Way Discussion**

Executive Director Wray-Keene reviews the language of Resolution #397 (see exhibit A) that was passed in July, 2013 prohibiting marijuana production on Port property, and would this include the sale of property to marijuana producing companies. Larry Costich states that this would not include anyone purchasing property. Executive Director Wray-Keene states that she has been in communication with Lance Brown regarding a company that is involved in a marijuana process. The Commission agree to table this discussion until the next meeting.

President Wile recesses the regular meeting at 9:45 A.M. until 9:55 A.M.

President Wile re-convenes the regular meeting at 9:55 A.M.

President Wile adjusts the agenda and moves *New Business B* to after the interview process.

**INTERVIEW/SELECTION PROCESS**

**A. 10:00 A.M. DAVID EVANS AND ASSOCIATES**

**B. 10:30 A.M. KPFF**

The Commission listen to both presentations and ask questions at the end of each presentation.

President Wile recesses the regular meeting at 11:15 A.M. for 5-minutes.

President Wile re-convenes the regular meeting at 11:20 A.M.

The Commission discuss both interviews/presentations.

***Direction: The Commission gives direction to Executive Director Wray-Keene to enter into negotiations with David Evans and Associates regarding time frame and costs, taking into account what has been budgeted for this capital project in 2020.***

**NEW BUSINESS CONTINUED**

**B. Martin Bar Discussion**

Executive Director Wray-Keene gives an update on the Martin Bar 9.16-acre land swap with WDFW. Executive Director Wray-Keene signed a contract with Gibbs & Olson to complete the survey to provide a legal description of the property involved.

Executive Director Wray-Keene is in communication with Chris at Advanced Bio-Fuels, he states that they are possibly 60-days out from their due diligence process.

**UPCOMING MEETINGS**

None

**COMMISSIONERS REPORTS**

None

**ADJOURNMENT**

**Secretary Cline made a motion to adjourn. Commissioner Boon seconded the motion.**

**Vote was unanimous. The motion was carried.**

President Wile declared the Regular Meeting adjourned at 11:40 A.M.

Note for the record: At the conclusion of the Port of Woodland Commission meeting, the Industrial Development Commission will hold its annual meeting.

WOODLAND PORT COMMISSION



Robert Wile, President



Paul Cline, Secretary



Dale Boon, Commissioner

## **RESOLUTION 397**

### **A RESOLUTION OF THE PORT OF WOODLAND BOARD OF COMMISSIONERS PROHIBITING MARIJUANA PRODUCTION ON PORT PROPERTY**

**WHEREAS**, in response to requests to use Port buildings and property for the purpose of growing commercial marijuana as a result of the passage of Initiative 502 in the State of Washington; and

**WHEREAS**, it is in the best interest of the Port to establish a uniform policy addressing rentals to tenants who intend to use Port buildings and/or property for growing marijuana; and

**WHEREAS**, marijuana remains an illegal drug under United States federal law; and

**WHEREAS**, because allowing Port property to be used for marijuana production risks potential seizure of Port property by the United States, and potential denial of federal funding to the Port; and

**WHEREAS**, marijuana grow operations have not yet been determined to be a valid industrial use by the City of Woodland or the State of Washington; and

**WHEREAS**, the State of Washington Liquor Control Board has not yet completed its deliberations and determinations of operating regulations for the commercial marijuana industry, and is not expected to complete that work before December 2013;

**NOW, THEREFORE**, be it resolved by the Woodland Port Commission that the Port of Woodland will not allow its property or buildings to be leased, or used in any manner for the growth or production of marijuana.

**ADOPTED** by the Port of Woodland Board of Commissioners on the 18<sup>th</sup> day of July, 2013 and signed in authentication of its adoption.

PORT OF WOODLAND  
BOARD OF COMMISSIONERS



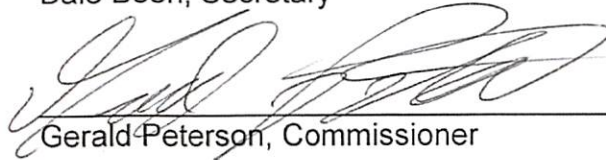
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Paul Cline, President



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Dale Boon, Secretary



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Gerald Peterson, Commissioner