



**PORT OF WOODLAND
Meeting Minutes
June 3, 2021**

In accordance to Governor Inslee’s Proclamation 20-05 and 20-28, the Commission will hold its meeting in person at Port of Woodland at 1608 Guild Road, Woodland, Washington. Those wishing to participate in person must meet Washington State social distancing and mask wearing mandates. Those wishing to participate in the Commission meeting via Zoom through ID Room: 237-755-8282 and password 642020 or call 1-669-900-6833 and use the same ID room and Password. Public wishing to provide public comment to items on or off the agenda may do so via email to jkeene@portofwoodland.com by 8:00 A.M. of the day of the Commission Meeting. Those comments will be read into the record.

CALL TO ORDER

President Wile called the meeting to order at 9:04 A.M.

Roll Call:	President	Robert Wile
	Secretary	Paul Cline
	Commissioner	Dale Boon
	Executive Director	Jennifer Wray-Keene
	Port Auditor	Carol Moore via Zoom

OPENING REMARKS

A. Pledge of Allegiance

B. Approval of Agenda

Discussion: Agenda will be amended as follows:

- Add Executive Session – RCW 42.30.110(1)(b) Real Estate Matters and RCW 42.30.110(1)(i) Potential Litigation

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

EXECUTIVE SESSION

RCW 42.30.110(1)(i) Potential Litigation

RCW 42.30.110(1)(b) Real Estate Matters

At 9:09 A.M. President Wile recesses the regular meeting to go into executive session. Executive session will last 15-minutes, until 9:24 A.M. - no action will be taken. The Commission invites Executive Director Wray- Keene.

At 9:24 A.M. President Wile re-convenes the regular meeting; no action was taken during the executive session.

Open Discussion: Real Estate Matter

Direction: The Commission directs Executive Director Wray-Keene to continue with negotiations regarding real estate matter that was discussed in the executive session.

MINUTES

A. May 18, 2021 Regular Meeting

Discussion: No changes to the minutes

Commissioner Boon made a motion to approve the minutes of the May 18, 2021 regular meeting, as reviewed. Secretary Cline seconded the motion.

Vote was unanimous. The motion was carried.

B. May 27, 2021 Special Meeting

Discussion: No changes to the minutes

Secretary Cline made a motion to approve the minutes of the May 27, 2021 special meeting. President Wile seconded the motion.

Vote was as follows: President Wile – yes; Secretary Cline – yes; Commissioner Boon – abstain.

ACTION ITEMS

A. Centennial Industrial Park Change Order 006

The Commission review and discuss Change Order 006, that was provided in their commission packet.

Commissioner Boon made a motion to approve Change Order 006 for Centennial Industrial Park. Secretary Cline seconded the motion.

Vote was unanimous. The motion was carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

UPCOMING MEETINGS

June 2, 2021: WQCC via Zoom, hosted by the City of Woodland

June 4, 2021: Centennial and Rose Way Event - 2:00 to 4:00 P.M.

EXECUTIVE DIRECTOR REPORT

Executive Director Wray-Keene gives the following updates:

- June 4, 2021 event
- RFQ for construction of Rose Way Industrial Park 23,000 sq ft building is out and closes June 25. The Commission awards at the July 1 meeting.
- CERB funds for additional buildings for Rose Way Industrial Park is moving forward, but no definite decision. Flashco did not meet the threshold for committed partner for CERB funding.
- Peri moving forward with purchase.
- All properties under PSA's are moving through the process.
- Columbia Precast is preparing to begin building on Lot 1 of Centennial Industrial Park.
- Potential tenant for Martin Bar is asking for a lease option.
- There has been no communication from WDFW.
- Security at Martin Bar and Austin Point over Memorial Day weekend was successful.
- Commissioner Boon will be retiring at the end of the year.

COMMISSIONERS REPORTS

None

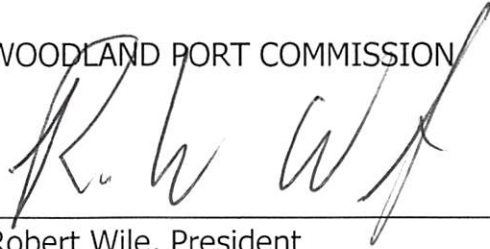
ADJOURNMENT

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 10:36 A.M.

WOODLAND PORT COMMISSION

A handwritten signature in black ink, appearing to read "R. W. Wile", written over a horizontal line.

Robert Wile, President

A handwritten signature in black ink, appearing to read "Paul Cline", written over a horizontal line.

Paul Cline, Secretary

A handwritten signature in blue ink, appearing to read "Dale Boon", written over a horizontal line.

Dale Boon, Commissioner



EXECUTIVE SESSION REFERENCE GUIDE
OPEN PUBLIC MEETINGS ACT, CHAPTER 42.30 RCW

- Executive session took place during a Commission regular/ special meeting on 6/3/2021 (date).
- Executive sessions must be part of a regular or special meeting. Was the ES listed on the agenda? Yes No
- Before convening in executive session, the presiding officer must publicly announce the purpose for excluding the public and the time when the executive session will conclude. Was this completed? Yes No
- Before convening in executive session, the presiding officer must publicly announce the purpose for excluding the public and the time when the executive session will conclude. Was this completed? Yes No *15 min.*
- Per Resolution #472: Legal Consulted Prior? Yes No *9:09*
- Legal Present Yes No *9:24*
- Executive Director Present Executive Director Consulted

Those invited/entering the Executive Session (Names) for record:

ED Jennifer Wray-Keene

Executive Session Reason (identified on the following page): 42.30.110 (1)(b)

Executive session may be extended by announcement of presiding officer.

Executive session will conclude no later than 9:24 (time) and for 15 minutes.

Additional time for executive session _____ (time) and _____ (length).

Additional time for executive session _____ (time) and _____ (length).

Additional time for executive session _____ (time) and _____ (length).

National security - RCW 42.30.110 (1)(a)

Real estate matters – RCW 42.30.110(1)(b):
To consider the *selection of a site or acquisition of real estate by lease or purchase* when public knowledge regarding such consideration would cause a likelihood of increased price

Real estate matters – RCW 42.30.110(1)(c):
To consider the *minimum price* at which real estate will be offered *for sale or lease* when public knowledge regarding such consideration would cause a likelihood of decreased price

Publicly Bid Contracts – RCW 42.30.110(1)(d):
To review negotiations on the performance of publicly bid contracts when public knowledge would cause a likelihood of increased costs.

Complaints/charges against officer or employee – RCW 42.30.110(1)(f):
To receive and evaluate complaints or charges brought against a public officer or employee. Upon request of such officer or employee, a public hearing or meeting open to the public must be conducted upon such complaint or charge

Qualifications of applicant/performance review of employee – RCW 42.30.110(g)
To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Potential litigation – RCW 42.30.110(1)(i):
To discuss with legal counsel matters relating to agency enforcement actions, or to discuss with legal counsel litigation or potential litigation to which the agency, governing body, or member acting in official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency

• Direction Given after the ES? ____ Yes ____ No

If Yes: _____

