



**PORT OF WOODLAND
Meeting Minutes
August 3, 2023**

At Port of Woodland Commission Room, 1608 Guild Road, Woodland, Washington. 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 AM of the day of the Commission Meeting. These comments will be read into the record.

CALL TO ORDER

President Wile called the meeting to order at 9:00 AM

Roll Call:	President	Robert Wile – Via Zoom
	Secretary	Paul Cline – Via Zoom
	Commissioner	Robert D. Rich
	Executive Director	Jennifer Wray-Keene
	Port Auditor	Carol Moore – Excused Absence
	Office Manager	Debbie Karlsson

OPENING REMARKS

A. Pledge of Allegiance

B. Approval of Agenda

Commissioner Rich made a motion to approve the agenda as presented. Secretary Cline seconded the motion.

Vote was unanimous. The motion was carried.

PUBLIC COMMENT

A. Items ON the agenda

None

B. Items NOT ON the agenda

Executive Director Wray-Keene informed commissioners of phone call received from concerned Columbia River RV Park tenant in regards to development occurring on property adjacent to Columbia River RV Park.

MINUTES

A. July 20, 2023, Regular Meeting

Commissioner Rich made a motion to approve regular meeting minutes for the July 20, 2023 meeting as reviewed. Secretary Cline seconded the motion.

Discussion: No changes to the minutes.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. Rose Way Industrial Park Building 1 Change Order

Secretary Cline made a motion to approve Rotschy Inc Change Order 001 for Rose Way Industrial Park Building 1. Commissioner Rich seconded the motion.

Discussion: No changes to the motion.

Vote was unanimous. The motion was carried.

Direction: President Wile directed Executive Director Wray-Keene to execute Change Order 001 for Rose Way Industrial Park Building 1.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

UPCOMING MEETINGS

August 10, 2023 – After Hours – Advanced Nutrients – 4-7 PM

August 25, 2023 – Chamber Golf Tournament (Commissioner Wile)

October 26, 2023 – WPPA Small Ports Conference at Lake Chelan

EXECUTIVE DIRECTOR REPORTS

Executive Director Wray-Keene updated the Commissioners on the following matters –

- Printer selected for Newsletter
- Working on 2024 budget

- Kara Reibold with Petrichor will be up on August 18th for Dark Fiber Broadband site/project closeout review
- Phase 2 status and progress
- Procurement changes
- Rose Way Industrial Park Building 1 and Building 2
- National Night Out
- Martin Bar/Austin Point public access entries
- Diking District MOA for drainage

COMMISSIONERS REPORTS

President Wile stated very positive atmosphere at WPPA conference.

Secretary Cline appreciated Executive Director Eric ffitich for doing a very good job with the WPPA conference and felt the conference was great and best had been in a longtime.

Commissioner Rich acknowledged the newly seated Executive Director for the PNWA and the smooth process of changing over from past Executive Director.

ADJOURNMENT

Secretary Cline made a motion to adjourn. Commissioner Rich seconded the motion.

Vote was unanimous. The motion was carried.

President Wile declared the Regular Meeting adjourned at 9:32 AM.

WOODLAND PORT COMMISSION

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Robert Wile, President

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Paul Cline, Secretary

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Robert D. Rich, Commissioner