

**Port of Shelton  
Special Meeting Minutes  
Board Retreat  
February 25, 2026**

The meeting, as advertised, was held at the Hilton Garden Inn, 2101 Henderson Park Lan. SE, Olympia, WA 98501.

The following persons were present: Dick Taylor, Commission Chair; Kristy Buck, Commissioner; Dale Elmlund, Commissioner; Wendy Smith, Executive Director; Brandon Palmer, Engineering Manager; Tricia Needham, Finance Director; Attorney Skip Houser and Jeff Neely.

The Commissioners discussed the following items:

- Projected 2026 financial position including cash position and bonding capacity
- Tenants and building vacancies
- Vetting process including surety discussion
- Foreign Trade Zone (FTZ)
- Open Public Meetings Act Updates (OPMA)
- Public Records Act Refresher and Updates (PRA)
- Legislative updates
- .09 funding basics, background and discussion
- Port capital project updates
- Future project discussion including former fairgrounds and electric vehicle charging station
- Succession planning

Minutes submitted by: Wendy E. Smith, Executive Director

Minutes approved by: Commission Chairman Taylor \_\_\_\_\_

Minutes approved by: Commissioner Buck \_\_\_\_\_

Minutes approved by: Commissioner Elmlund \_\_\_\_\_