PORT OF CENTRALIA
Established 1986

3508 Galvin Road · Centralia, WA 98531-9002
Phone 360-736-3527 · Fax 360-330-5666
www.portofcentralia.com

Agenda
Regular Meeting of the
PORT OF CENTRALIA
May 6, 2026
Port Administrative Office
3:00 PM

Remote attendance of meetings is also available through video and call-in with the following information:

Meeting Link: https://portofcentralia.my.webex.com/portofcentralia.my/j.php?MTID=m1ec15419fef7ff5204828dc4a632e092
Meeting Number/Access Code: 2556 599 4775
Public Call-in Number: 1-650-479-3208
Meeting Password: 3527

1) **Call Meeting to Order/Pledge of Allegiance/Introductions**

2) **Approval of Agenda: May 6, 2026 Regular Meeting**

3) **Good of the Order/Public Comment**

4) **Approval of Minutes: April 15, 2026 Regular Meeting**

5) **Approval of Warrants**

6) **Old Business:**
   a) **Vision and Strategies for Industrial Development in the UGA**

7) **New Business:**
   a) **Chick-Fil-A Site Plan Review**
   b) **Logistics Property Company Fords Prairie Industrial Park Bldg. 1 Signage**
   c) **Westside Connector Scheuber Road Railroad Crossing**
   d) **Port-Owned Personal Electronic Device Policy**
   e) **Opportunity Zones**
   f) **Agenda Order of Business**

8) **Essential Updates:**
   a) **Executive Director Report**
   b) **Commissioner Reports**

9) **Meeting Adjourned**

Remote attendees can provide public comment by raising their hand in Webex or by pressing *3 if joining by phone. Written comments may be submitted to agraber@portofcentralia.com by 2:00 PM on the day of the meeting. All comments received will be shared with the Port Commission.

THE PORT COMMISSION MAY ADD OR TAKE ACTION ON ITEMS NOT LISTED ON THIS AGENDA.

PORT OF CENTRALIA
PORT-OWNED PERSONAL ELECTRONIC DEVICE POLICY

PURPOSE

The purpose of this policy is to provide guidelines for the use of Port-owned personal electronic devices. This policy enables the Port of Centralia to meet its fiduciary responsibility to the taxpayers. It is recognized that day-to-day operations of the Port of Centralia require voice and data communication and there is often a need to communicate when access to a regular telephone or computer is unavailable. Cell phones and laptop computers are valuable resources to conduct Port business in an effective and timely manner.

DEFINITIONS

Port – Means the Port of Centralia, a public port district formed pursuant to Chapter 53, RCW, and situated in Lewis County, Washington.

Commission – Means the Port of Centralia Commission, the elected governing body of the Port of Centralia.

Executive Director – Means the Executive Director of the Port of Centralia.

Employee – Means a person employed by the Port of Centralia.

Commissioner – Means a person serving as a member of the Commission.

Port Official – Means any person meeting the definition of an Employee or a Commissioner.

Port Business – Means official Port business that relates directly to the person's position and benefits the Port of Centralia.

Cell Phone – Means a cellular telephone including smart phones and any device that is used, by any measure, to send or receive wireless voice or data transmissions including text messaging.

Laptop Computer – Means a portable electronic, magnetic, optical, electrochemical or other high-speed data processing device performing logical, arithmetic or storage functions.

Personal Electronic Device – Means cell phones and laptop computers.

POLICY

This policy shall apply to all Port Officials:

1. The Port recognizes that personal electronic devices are important and necessary tools for Port Officials to perform their duties. For this purpose, the Port will provide Port-

owned personal electronic devices to select Port Officials subject to the terms of this policy.

2. All communications created or received using Port-owned personal electronic devices and all data stored on the devices are the property of the Port. Port-owned personal electronic device users have no personal or property rights in these communications and data and no expectation of privacy regarding their use of Port-owned personal electronic devices. Furthermore, the Port reserves the right to access and monitor any and all communications created or received using a Port-owned personal electronic device, as well as any record of such communications and all data stored on Port personal electronic devices, including, without limitation, e-mails, text messages, communication logs (such as records of the numbers called and received) to ensure that all use of a Port-owned personal electronic device is consistent with this policy and all Port rules, regulations, policies, and procedures.

PROCEDURE

1. Determination of Port-owned Personal Electronic Device Eligibility:

   a. Port-owned cell phones and/or laptop computers may be issued to Port Officials, whose duties require them to be contacted and/or perform Port business outside of Port offices. The Executive Director shall determine whether Employees' duties require issuance of a Personal Electronic Device.

   b. Port Officials leaving their position at the Port must turn in Port-owned personal electronic devices as part of their leaving process.

2. Determination of Personal Electronic Devices and Plans:

   a. The Executive Director is responsible for purchasing Port-owned personal electronic devices and establishing plans with cell phone providers that best meet the Port's business needs at the lowest costs, subject to the requirements of the purchasing policies and procedures adopted by the Port Commission in Resolution 2024-04.

3. Port-Owned Cell Phone Use:

   a. Port-owned cell phones shall be used for Port-business purposes only.

   b. Persons who are charged with traffic violations resulting from the use of their Port-owned cell phone while driving a motor vehicle will be solely responsible for all associated liabilities.

   c. Communicating on a Port-owned cell phone while driving a motor vehicle may only be done with a hands-free device. If no hands-free device is available, the driver shall pull to the side of the road in a safe location prior to answering or initiating phone calls on their Port-owned cell phone.

d. The following uses of Port-owned cell phones are prohibited:

i. Personal use that is more than incidental. For the purposes of this policy, use is deemed "incidental" if it is infrequent and insubstantial.
ii. Commercial use other than Port business.
iii. Harassment of any member of the public, any governmental employee, or any vendor.
iv. Making or receiving any communications of a sexually explicit nature.
v. Inappropriate language including: obscenity, vulgarity, profanity, or expressions of ill will.
vi. Misrepresentations or release of information of a confidential nature.
vii. Using a cell phone while operating a motor vehicle as defined by RCW 46.61.672.

4. Port-Owned Laptop Computer Use:

a. Port-owned laptop computers shall be used for Port business purposes only.

b. The following uses of Port-owned laptop computers are prohibited:

i. Personal use that is more than incidental. For the purposes of this policy, use is deemed "incidental" if it is infrequent and insubstantial.
ii. Downloading, storing, installing, or otherwise using data and media of a personal nature, including, but not limited to, music, audio, movies, eBooks, or games.
iii. Commercial use other than Port business.
iv. Accessing external non-Port email accounts, unless the email service applies anti-malware controls in a manner equivalent to that provided by the Port's email provider and the use otherwise complies with this policy.
v. Accessing external non-Port social media accounts.

5. Port Official Responsibilities Regarding Port-Owned Personal Electronic Devices:

a. Protect the Port-owned personal electronic devices from theft, loss, or damage.

b. Immediately report loss or theft of a Port-owned personal electronic devices to the Executive Director.

c. Immediately report any and all incidents of malware or situations where a Port-owned electronic device is otherwise compromised by cybercrime.

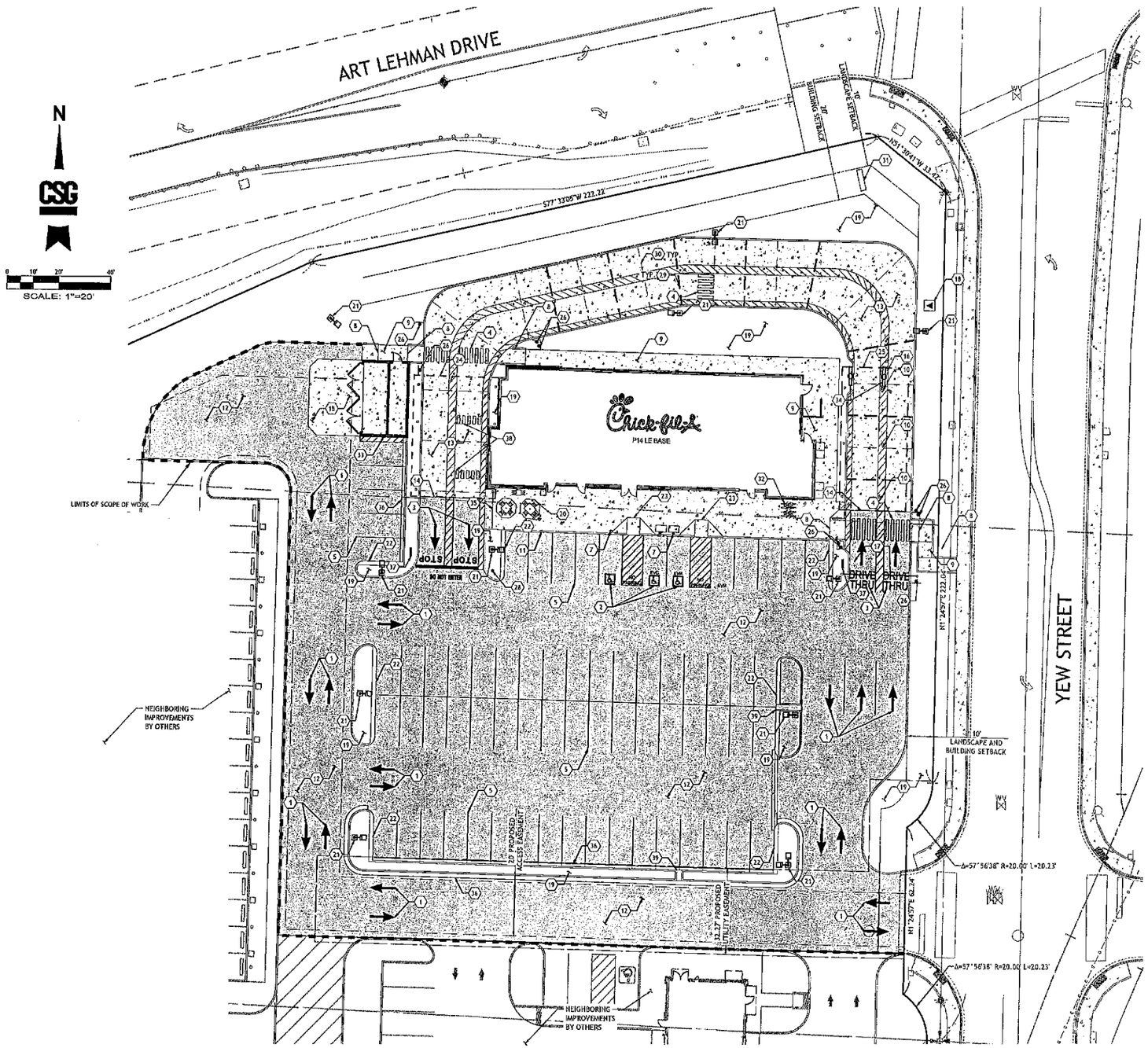
d. As cell phone calls can be taken in locations that are not secure, use discretion while making calls of a sensitive or confidential nature with Port-owned cell phones.

e. Immediately return Port-owned personal electronic devices to the Executive Director if it is determined that a Port-owned personal electronic device is no longer necessary for the Port Official to conduct Port business.

6. Public Records Act:

Port Officials should be aware that work-related data and communications, such as, but not limited to, texts, emails, and voice messages on all Port-owned personal electronic devices are public records subject to the Public Records Act, Chapter 42.56, RCW. Employees have a duty to maintain such records in accordance with the Washington Local Government Common Records Retention Schedules.

SITE PLAN
FOR
CHICK-FIL-A CENTRALIA
PTN. OF SECT. 18 & PTN. OF SECT. 7, TWP. 14 N, RANGE 2 W.
CENTRALIA, LEWIS COUNTY, WASHINGTON



SITE PLAN DESIGN KEY NOTES

1. DIRECTIONAL ARROW (1/C8.0)
2. PAINTED ACCESSIBILITY SYMBOL (1/C8.0)
3. DRIVE-THRU GRAPHICS (2/C8.0)
4. CROSSWALK MARKINGS (3/C8.0)
5. 4" PARKING STRIPING (5/C8.0)
6. NOT USED (5/C8.0)
7. BOLLARD MOUNTED SIGN
8. RETURNED CURB RAMP (7/C8.1)
9. CONCRETE SIDEWALK (1/C8.1)
10. CONCRETE BOLLARD (4/C8.0)
11. CONCRETE SIDEWALK WITH CURB & GUTTER (2/C8.1)
12. HMAC PAVEMENT SECTION (1/C8.1)
13. CONCRETE PAVEMENT DRIVE-THRU LANE (3/C8.1)
14. PAVEMENT EDGE (START & END OF DRIVE-THRU LANES) (3/C8.1)
15. CONCRETE APRON AT TRASH ENCLOSURE (6/C8.1)
16. DRIVE-THRU ORDER POINT ISLAND (7/C8.1)
17. DRIVE-THRU CLEARANCE BAR (REFER TO SIGNAGE PACKAGE)
18. PROPOSED TRANSFORMER (REFER TO SITE ELECTRICAL PLANS)
19. LANDSCAPED AREA (REFER TO LANDSCAPE PLANS)
20. PATIO SEATING AREA (REFER TO ARCH PLANS)
21. LOT LIGHT (REFER TO PHOTOMETRIC PLANS AND STRUCTURAL PLANS)
22. 18-INCH STEP-OFF CURB (6/C8.1)
23. PROPOSED CURB RAMP WITH FLARED SIDES (7/C8.1)
24. PROPOSED OMD CANOPY (REFER TO ARCH PLANS)
25. PROPOSED FIF CANOPY (REFER TO ARCH PLANS)
26. CFA PEDESTRIAN CROSSING SIGNAGE. SEE SIGN PLAN FOR DETAILS
27. PROPOSED DIRECTIONAL SIGH
28. PROPOSED FLAG POLE
29. EXPANSION JOINT: ALIGN CURB CONTROL JOINTS WITH DRIVE-THRU JOINTS (5/C8.1)
30. CONTRACTION JOINT: ALIGN CURB CONTROL JOINTS WITH DRIVE-THRU JOINTS (4/C8.1)
31. PROPOSED MONUMENT SIGN
32. PROPOSED BIKE RACKS
33. PROPOSED TRASH ENCLOSURE AND STORAGE ROOM
34. PROPOSED MENU BOARDS
35. PROPOSED RAILING (REFER TO ARCH PLANS)
36. PROPOSED CONCRETE CURB AND GUTTER (5/C8.1)
37. PROPOSED DIRECTIONAL SIGNAGE
38. PROPOSED TEAM MEMBER STRIPING (4/C8.0)
39. PROPOSED 2' WIDE CONCRETE FLUME (8/C8.1)

ADA PATH OF TRAVEL NOTE:

WALKWAYS ALONG ACCESSIBLE ROUTES OF TRAVEL SHALL BE CONTINUOUSLY ACCESSIBLE, A MINIMUM 44" IN WIDTH, HAVE A MAXIMUM 1.5% CROSS SLOPE, AND SHALL HAVE RAMPS COMPLYING WITH ADA STANDARDS (SECTION 405) WHERE NECESSARY TO CHANGE ELEVATION AT A LONGITUDINAL SLOPE EXCEEDING 5% (1:20).

811 Know what's below. Call before you dig. Dial 811

P:\24000s\24187engineering\24187-A.dwg
January 21, 2026

Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

CORE STATES GROUP
18215 72nd Avenue South
Kent, WA 98032
888.CSG.1999
www.core-states.com

HAL R GRUBB — STATE OF WASHINGTON — 23975 — REGISTERED PROFESSIONAL ENGINEER — 1/23/2026

CHICK-FIL-A
I-5 & S. YEW ST.
ART LEHMAN DR. & S. YEW ST.
CENTRALIA, WA

FSR#06150

BUILDING TYPE / SIZE:
RELEASE:

REVISION SCHEDULE

NO.	DATE	DESCRIPTION

CONSULTANT PROJECT #	24187
PRINTED FOR	PERMIT
DATE	1/22/2026
DRAWN BY	HR

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SHEET: SITE PLAN

SHEET NUMBER: C3.0

PERMIT