

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, August 8, 2023**

**CALL TO ORDER**

Commission President Orange called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 9:30 a.m., Tuesday, August 8, 2023, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

**OPENING REMARKS**

Commissioner Orange welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated this meeting is a hybrid meeting so that along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. He then invited guests to participate in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**Regular Meeting of July 11, 2023**

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the July 11, 2023, regular meeting.

**Maritime Interns Update**

CEO Marler announced the Maritime Interns Update presentation was pushed up the agenda from the CEO Report.

Zack Merrill, Sales Account Manager introduced maritime interns Cheyenne Snyder, Lauren O'Malley, and Noah Van Beveren. Zack thanked industry partners and port employees for their support of the program. Lauren, Noah, and Cheyenne shared their experiences with the internship. They acknowledged and thanked all the businesses that supported the port's efforts to expand their insights into operations both inside and outside of the port. The interns thanked the port and Zack in particular for the experience here.

**OPEN FORUM**

Commissioner Orange asked if anyone had signed up to speak during open forum. CEO Marler stated that there was no one present who signed up to provide comment.

## **ACTION ITEMS**

### **E-1 Approve Purchase and Sale Agreement for Tax Parcel 152804-000 and 986029-240**

Mike Schiller, Director of Business Development presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner LaBrant, and carried unanimously, the Board of Commissioners authorize the CEO to sign the Purchase and Sale Agreement between the Port of Vancouver USA and Hickey Family Company.

## **UNFINISHED BUSINESS**

### **Port Contracts Logs**

The commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are provided to the Commission on a monthly basis and are available on the port's website. No questions were asked from the Board.

No additional unfinished business was considered.

## **NEW BUSINESS**

No new business was discussed.

## **ACCOUNTS PAYABLE**

Scott Goodrich, Director of Finance & Accounting presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission. No questions were asked from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of July 2023 Vouchers 114919 – 115278 in the amount of \$6,180,095.87 including Electronic Payments generated between 07/01/2023 – 07/31/2023 in the amount of \$924,384.22 and July 2023 Payroll Checks 51888202 - 51888207 and Payroll Direct Deposits 270001 – 270126 and 290001 – 290131 in the amount of \$684,464.16.

## **CEO REPORT**

### **Project Updates**

Mark Newell, Project Delivery Manager provided an update on several port projects, including:

- Berth 17 Rehabilitation Project
- Parcel 1A – South
- Terminal 2 Pond Storm Water Improvements
- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)

### Intern Update

Mike Bomar, Director of Economic Development introduced summer intern Erika Gonzalez. He stated this is the second year the port has partnered with the Future Leaders Project, which is a collaboration between WSUV, the Columbia River Economic Development Council, and Workforce Southwest Washington. These organizations provide first generation students with an internship opportunity, connection with leadership and executives, and provide pathways and tools as intern students prepare to enter the workforce. He then introduced Erika who shared her experiences with the Board. Erika also thanked the Board, port staff, and Mike in particular for the experience here.

### COMMISSIONERS REPORTS

Commissioner Burkman stated he attended the following events and provided a brief summary:

- Vancouver Business Journal's 2023 Top Projects Event
- Washington Public Ports Association Commissioners Seminar
- National Night Out
- Port Tours
- Bi-State Legislative Joint Committee

Commissioner LaBrant stated he attended the following event and provided a brief summary:

- Fruit Valley Movie Night
- Washington Public Ports Association Commissioners Seminar
- Labor Roundtable

Commissioner Orange stated he attended the following events and provided a brief summary:

- Washington Public Ports Association Commissioners Seminar
- Labor Roundtable

### UPCOMING EVENTS

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. CEO Marler stated the next commission meeting would be held on Tuesday, August 22 at 9:30 a.m. She also highlighted several other upcoming community events.

**SIGN DOCUMENTS**

The Board signed documents at 10:22 a.m.

**ADMINISTRATIVE UPDATE / WORK SESSION**

No administrative work session was held during this meeting.

**ADJOURNMENT**

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, August 8, 2023, regular meeting was adjourned at 10:24 a.m. by Commissioner Orange.

Karla Hiler, Administrative  
Assistant, August 8, 2023, Regular  
Port of Vancouver USA Board of  
Commission Meeting

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS



Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary