



## AGENDA

### PORT OF VANCOUVER USA BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

**C-TRAN Administration Building, 10600 NE 51st Circle, Vancouver WA 98682**  
**Tuesday, January 13, 2026**

*In accordance with the Open Public Meetings Act (OPMA), the Port of Vancouver Board of Commissioners meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting to provide virtual oral comment will also be accommodated (see details below). The Board members will be attending this meeting in person.*

**Public testimony will be accepted under Open Forum. Advance registration will be required for individuals who want to provide virtual oral testimony (see details below).**

*The business meeting and workshop (Items A – L) are recorded and broadcast live on CTV cable channels 21, 23 / HD 323, and at [www.cvtv.org](http://www.cvtv.org).*

**A) CALL TO ORDER (9:30 a.m.)**

**B) EXECUTIVE SESSION**

None

**C) OPENING REMARKS (9:30 a.m.)**

- 1) Opening Remarks
- 2) Approve Minutes of the December 15, 2025, Special Meeting/Executive Session
- 3) Approve Minutes of the December 16, 2025, Regular Meeting

**D) OPEN FORUM**

- 1) Public comment -To provide virtual oral comment during the board meeting, you must register no later than 12:00 p.m. Monday, January 12, 2026, by emailing [povcommissioners@portvanusa.com](mailto:povcommissioners@portvanusa.com)\*\*

**E) ACTION ITEMS**

- 1) Approve Port of Vancouver USA Board - Election of Officers - 2026
- 2) Approve Port Organizational Assignments - 2026

**F) UNFINISHED BUSINESS**

- 1) Port Contracts Logs

**G) NEW BUSINESS**

**H) ACCOUNTS PAYABLE**

Voucher Numbers	125978 - 126485	\$ 4,029,899.26
Electronic Payments	12/01/2025 - 12/31/2025	\$ 10,289,595.74
Payroll Voucher Numbers		
Checks	52233851	\$ 783,424.04
Direct Deposits	500001 - 500134	
	520001 - 520135	

**I) CEO REPORT**

1) Environmental Project Updates

**J) COMMISSIONERS REPORTS**

**K) UPCOMING EVENTS**

**L) WORKSHOP**

None

**M) SIGN DOCUMENTS**

**N) ADMINISTRATIVE UPDATE/WORK SESSION**

None

**O) ADJOURNMENT**

**\*\*Public comments are welcome during Open Forum. Individuals requesting to provide virtual oral comment must register in advance via email to [povcommissioners@portvanusa.com](mailto:povcommissioners@portvanusa.com) no later than 12:00 p.m. on Monday, January 12, 2026. All individuals will have three minutes to read their comments into the record and will be asked to provide their name and city of residence for the record. No public comments will be read into the record by the port. Written comments not intended to be read by the community member and received by 9:30 a.m. Tuesday, January 13, 2026, will become part of the official meeting record and will be provided to the Commission.**

**Further instructions for accessing the virtual meeting (for virtual oral comment) will be provided upon registration. Please call the Port of Vancouver at (360) 693-3611 with questions. Visit the port's website at [www.portvanusa.com](http://www.portvanusa.com) for more information.**

# Agenda

## Item No. C-2

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### REQUEST FOR COMMISSION ACTION

### PORT OF VANCOUVER USA

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**REVIEWED BY:**

	Executive Assistant	01/13/2026
Betsy Rogers	Title	Date

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**APPROVED BY:**

	Title
<b>SUBJECT:</b>	Minutes of the December 15, 2025, Special Meeting/Executive Session

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**BACKGROUND:**

Please see attached minutes.

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**Additional Information Attached: Minutes of 12/15/2025 Special Meeting/Executive Session**

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**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the December 15, 2025, Port of Vancouver USA Board of Commissioners Special Meeting/Executive Session as presented.

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**Submitted by:** Julianne Marler, CEO

**Date Action Taken:** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:** Yes \_\_\_\_\_ No \_\_\_\_\_

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
SPECIAL MEETING/ EXECUTIVE SESSION  
Monday, December 15, 2025**

**CALL TO ORDER**

Commission President Jack Burkman called a special meeting/executive session of the Port of Vancouver USA Board of Commissioners to order at 1:00 p.m., Monday, December 15, 2025, at the Port of Vancouver USA Administrative Office, 3103 N.W. Lower River Road, Vancouver, Washington 98660.

**EXECUTIVE SESSION**

The meeting was immediately recessed into executive session at 1:00 p.m. to review the performance of a public employee, pursuant to RCW 42.30.110(1)(g). He announced that the Board of Commissioners will take no final action during executive session and the executive session will conclude no later than 2:00 p.m.

**REOPENED MEETING AND ADJORNMENT**

Commissioner Burkman reopened the meeting to the public at 2:00 p.m. He announced that there being no further business to come before the Port of Vancouver USA Board of Commissioners, the December 15, 2025, special meeting/executive session is now adjourned at 2:00 p.m.

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS**

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Betsy Rogers, Executive Assistant,  
December 15, 2025, Special  
Port of Vancouver USA Board of  
Commission Meeting/Executive Session

Jack Burkman, President

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Don Orange, Vice President

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Eric LaBrant, Secretary

# Agenda

## Item No. C-3

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### REQUEST FOR COMMISSION ACTION

### PORT OF VANCOUVER USA

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**REVIEWED BY:**

	Executive Assistant	01/13/2026
Betsy Rogers	Title	Date

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**APPROVED BY:**

	Title
<b>SUBJECT:</b>	Minutes of the December 16, 2025, Regular Meeting

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**BACKGROUND:**

Please see attached minutes.

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**Additional Information Attached: Minutes of 12/16/2025 Regular Meeting**

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**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the December 16, 2025, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

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**Submitted by:** Julianne Marler, CEO

**Date Action Taken:** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:** Yes \_\_\_\_\_ No \_\_\_\_\_

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, December 16, 2025**

**CALL TO ORDER**

Commission President Burkman called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 1:00 p.m., Tuesday, December 16, 2025, at the C-TRAN Administration Building, 10600 NE 51st Circle, Vancouver WA 98682.

**OPENING REMARKS**

Commissioner Burkman welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated that the meeting is being conducted in a hybrid format, allowing both in-person and virtual participation via Zoom for those wishing to provide oral comments. Commissioner Burkman then invited guests to participate in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**Special Meeting/Executive Session of November 17, 2025**

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approved the minutes of the November 17, 2025 special meeting/executive session.

**Regular Meeting of November 18, 2025**

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approved the minutes of the November 18, 2025 regular meeting.

**Holiday Card**

Katie Odem, Marketing Communications Manager, introduced this year's Holiday Card. She thanked the port's marketing firm, Outside Communications and their team for their work on this project and the External Affairs team for their support. Katie invited everyone to share the card.

**Community Fund Update – Ke Kukui Foundation and 4 Days of Aloha**

CEO Julianna Marler welcomed Gigi Harker-Olguin, Economic Development Specialist, to introduce one of this year's port Community Fund Program recipients.

Gigi Harker-Olguin provided an overview of the port's community fund and shared that the port is currently accepting applications for the 2026 Port Community Fund. She then spoke about the Ke Kukui Foundation and 4 Days of Aloha and welcomed Leilani Casanova-Brunell and Io Eltagond to share more about their work and the impact of the Four Days of Aloha festival.

Ke Kukui Foundation representatives Leilani Casanova-Brunell and Io Eltagond presented an overview of the Foundation's mission and its ongoing efforts to make Hawaiian culture and traditions accessible to the broader community. They highlighted the 4 Days of Aloha festival, now in its 23rd year, which welcomed approximately 12,000 attendees from across the country and offers an immersive experience featuring Hawaiian cultural practices, traditional foods, arts and crafts, performances, and educational workshops. Leilani provided a summary of the festival's economic impact on the local community. The 2026 festival is scheduled for July 23–26. The presenters concluded by thanking the Port for its continued support in making the event possible.

#### WSUV Student Presentation

Gigi Harker-Olguin, Economic Development Specialist, provided background on the interactive experience developed for the Terminal 1 public walkway by WSU Vancouver's Digital Technology and Culture (DTC) program. WSU Vancouver DTC Senior Seminar students were then invited to present their project.

WSU Vancouver Digital Technology and Culture (DTC) Senior Seminar students, Neely Ellis, Kevin Le, and Chelsea Cowser presented T1 Time Stream, an augmented reality experience developed for the Terminal 1 public walkway. The student team described the project's development process, which included research, design, motion graphics, web development, social media, and close coordination with port staff and community partners. The presentation highlighted seven interactive AR vignettes along Rotary Way that explore Vancouver's history, culture, and future development, including freight transportation, Indigenous heritage, shipbuilding, Mount St. Helens, sister city relationships, and the future public market. Students emphasized accessibility, noting the experience is available both on-site and remotely through a mobile-friendly, accessible website. The team concluded by thanking the port for the opportunity to collaborate and support community engagement at Terminal 1.

#### OPEN FORUM

Commissioner Burkman asked if anyone had signed up to speak during open forum. CEO Marler stated no one signed up in advance to provide virtual oral comments, however there were several people who signed up for public comment.

### Heidi Cody

Heidi Cody expressed concern about limited public awareness of a proposed warehouse complex and requested greater transparency, including a community meeting and a public comment period. She raised concerns about land use, jobs, emissions, traffic, sustainability, and the need for community input before Commission action.

### Mark Leed

Mark Leed, expressed concerns about a proposed warehouse complex and echoed prior comments requesting greater public engagement before any Commission action. He requested a public comment period, a traffic impact study, consideration of solar-ready or solar-equipped buildings, use of low- or zero-emission vehicles, and noted concerns about job creation and land use.

### Cathryn Chudy

Catherine Chudy, a Vancouver resident, expressed concerns about large development projects and highlighted the importance of early community awareness and engagement. She encouraged the port to hold a community meeting and public comment period and to ensure any development aligns with the port's Climate Action Plan, including sustainability, energy use, and rooftop solar considerations.

## **ACTION ITEMS**

### E-1 Approve Resolution 7-2025: Investment Policy

Jack Flug, Senior Financial Analyst, presented the action item and discussed the resolution with the commission. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approves and executes Resolution 7-2025, adopting the port's Investment Policy.

### E-2 Approve Resolution 8-2025: Sell and Convey Port Property

Scott Goodrich, Chief Financial Officer, presented the action item and discussed the resolution with the commission. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve and adopt the attached Resolution 8-2025 authorizing the CEO to sell and convey port district property as adjusted annually per RCW 53.08.090.

E-3 Approve Change Order for Public Works Contract 25-26: Building 3103 Renovations

John Castle, Project Manager, presented the action item and discussed it with the commissioners. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute Change Order 3 in the amount of \$439,463.93 with Kirby Nagelhout Construction Company for Public Works Contract 25-26: Building 3103 Renovations revising the total contract amount to \$1,605,074.69 plus applicable Washington State Sales Tax.

E-4 Approve Public Works Contract for Bid 25-82: 2025 Berth Repairs

Ahmed Mohammed, Project Manager, presented the action item and discussed it with the commissioners. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Bergerson Construction, the lowest responsive and responsible bidder, for Bid 25-82: 2025 Berth Repairs for the base bid and additive alternate in the amount of \$482,261.00 plus applicable sales tax.

E-5 Approve 2026 Chief Executive Officer Compensation

Jonathan Eder, Chief Administrative Officer, presented the action item and discussed it with the commissioners. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners establishes the 2026 salary compensation for the CEO as \$311,329.20, and establishes a monthly automobile allowance of \$500 per month.

**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 website. No questions were asked by the Board.

No additional unfinished business was considered.

**NEW BUSINESS**

No new business was discussed.

**ACCOUNTS PAYABLE**

Nick McEntire, Accounting Manager, presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of November 2025 Vouchers 125801-126142 in the amount of \$18,365,834.88 including Electronic Payments generated between 11/01/2025-11/30/2025 in the amount of \$10,734,338.77 and November 2025 Payroll Check 86627869 and Direct Deposits 450001-450130 and 470001-470130 in the amount of \$772,997.89.

## **CEO REPORT**

### Project Updates

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

- Berth 13 & 14 Improvement Project
- Berth 7 Rehabilitation and Maintenance
- Building 3103 Interior Remodel
- Building 3300 Office Build
- EV Chargers Phase I
- Building 2801 Paint
- Terminal 1 Dock Replacement
- 2025 Maintenance Dredging
- Building 2695 Trucking

### CEO Report

CEO Marler reported that this was Commissioner Burkman's final meeting and thanked him for his six years of service to the Port of Vancouver. She highlighted his leadership on major port initiatives such as Terminal 1 development, adoption of the Climate Action Plan, infrastructure and tenant expansion projects, and his long-standing advocacy for transportation and freight, including service on the Interstate Bridge Replacement executive steering group and the Regional Transportation Council.

## **COMMISSIONERS REPORTS**

Commissioner LaBrant echoed CEO Marler's comments and thanked Commissioner Burkman for the experience and institutional knowledge he brought to the port, particularly his understanding of local government and regulatory frameworks and expressed appreciation for his contributions.

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

- Tenant Holiday Event
- Columbia River Economic Development Council Board Meeting
- Columbia River Economic Development Council Stakeholder Meetings
- 3 Ports Meeting
- Legislative Outlook

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

- Tenant Holiday Event
- Legislative Outlook

He also thanked Commissioner Burkman for his work in the community, the city and the port.

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

- Regional Transportation Council Meeting

Commissioner Burkman closed by thanking the voters, fellow Commissioners, CEO, and port staff, noting it had been an honor to serve and expressing pride in the port's work and its role in the community.

## **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 will be held on January 13, 2026, at 9:30 a.m. at the C-Tran Administrative Building, located at 10600 NE 51st Circle, Vancouver, WA 98682. She then highlighted upcoming community events.

In addition, she reminded everyone of the ways they can communicate with the Commission. She stated there is a great deal of information available on the port's website and encouraged everyone to check it out.

## **WORKSHOP**

No workshop was held during this meeting.

## **SIGN DOCUMENTS**

The Board signed documents at 2:34 p.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, December 16, 2025, regular meeting was adjourned at 2:38 p.m. by Commissioner Burkman.

**POR T OF VANCOUVER USA  
BOARD OF COMMISSIONERS**

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Betsy Rogers, Executive Assistant,  
December 16, 2025, Regular Port of  
Vancouver USA Board of  
Commission Meeting

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Jack Burkman, President

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Don Orange, Vice President

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Eric LaBrant, Secretary

# Agenda

## Item No. E-1

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**REQUEST FOR COMMISSION ACTION****PORT OF VANCOUVER USA****REVIEWED BY:**

	Executive Assistant	01/13/2026
Betsy Rogers	Title	Date

**APPROVED BY:**

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**SUBJECT:** Approve Port of Vancouver USA Board - Election of Officers - 2026

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**BACKGROUND:**

Port of Vancouver USA Board of Commission officers are elected annually for the calendar year.

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**Additional Information Attached?** No

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**RECOMMENDATION:** That the Board of Commissioners elects each of the following officers to serve for the year 2026:

PRESIDENT \_\_\_\_\_

VICE PRESIDENT \_\_\_\_\_

SECRETARY \_\_\_\_\_

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**Submitted by:** Julianne Marler, CEO**Date Action Taken** \_\_\_\_\_ **Motion By:** \_\_\_\_\_**Approved:** \_\_\_\_\_ **Seconded By:** \_\_\_\_\_**Deferred To:** \_\_\_\_\_ **Unanimous:** Yes \_\_\_\_\_ No \_\_\_\_\_

# Agenda

## Item No. E-2

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**REQUEST FOR COMMISSION ACTION**  
**REVIEWED BY:**

**PORT OF VANCOUVER USA**

	Executive Assistant	01/13/2026
Betsy Rogers	Title	Date

**APPROVED BY:**

	Title
<b>SUBJECT:</b>	Approve Port Organizational Assignments - 2026

**BACKGROUND:**

The Port of Vancouver currently holds membership in a number of associations, councils, and committees. The person who represents the port in these agencies also has voting rights on behalf of the Port of Vancouver at each organization's meetings. The attached list represents only those organizations that require or recommend approval by the Board of Commissioners.

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**Additional Information Attached?** Proposed 2026 Organizational Assignments

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**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners reviewed proposed assignments and approves membership assignments for 2026.

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**Submitted by:** Julianne Marlon, CEO

**Date Action Taken** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:** Yes        No



**Port of Vancouver USA  
2026 Organizational Assignments  
Draft**

<b><u>Organization</u></b>	<b><u>Representative</u></b>
American Association of Port Authorities (AAPA)	Marler Hart
Washington Public Ports Assn. (WPPA)	Orange LaBrant Lentz Marler
Columbia River Economic Development (CREDC)	LaBrant Orange Marler
Regional Transportation Council	Lentz (Port of Vancouver) Hughes (Port of Ridgefield)
Interstate Bridge Replacement Program Executive Steering Group (IBRP ESG)	Marler Lentz

# Agenda

## Item No. H-1

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**REQUEST FOR COMMISSION ACTION****PORT OF VANCOUVER USA**

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**REVIEWED BY:**

Accounts Payable

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Title**APPROVED BY:**

Chief Financial Officer

01/13/2026

Scott D. Goodrich

Title

Date

**SUBJECT:** VENDOR CLAIMS APPROVAL

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**BACKGROUND:**

Please refer to attached listing December 2025 Vendor Claims:

Voucher Numbers	125978 - 126485	\$ 4,029,899.26
Electronic Payments	12/01/2025 - 12/31/2025	\$ 10,289,595.74
Payroll Voucher Numbers		\$ 783,424.04
Checks	52233851	
Direct Deposits	500001 – 500134	
	520001 – 520135	

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**Additional Information Attached:** December 2025 Payables Listing

**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of December 2025 Vouchers 125978-126485 in the amount of \$4,029,899.26 including Electronic Payments generated between 12/01/2025-12/31/2025 in the amount of \$10,289,595.74 and December 2025 Payroll Check 52233851 and Direct Deposits 500001-500134 and 520001-520135 in the amount of \$783,424.04.

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**Submitted by:** Julianne Marler, CEO**Date Action Taken** \_\_\_\_\_**Motion By:** \_\_\_\_\_**Approved:** \_\_\_\_\_**Seconded By:** \_\_\_\_\_**Deferred To:** \_\_\_\_\_**Unanimous:** Yes        No