



AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 NW Lower River Road, Vancouver, WA 98660
Tuesday, May 27, 2025

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 CVTV cable channels 21, 23 / HD 323, and at 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, Pledge of Allegiance
- 2) Approve Minutes of the May 13, 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, May 26, 2025, by emailing povcommissioners@portvanusa.com**

E) ACTION ITEMS

- 1) Approve Lease Agreement between the Port of Vancouver USA and Cascadia Tech Academy
- 2) Approve Public Works Contract for Bid 25-02: Renaissance Trail Segments 4 and 5

F) UNFINISHED BUSINESS

None

- G) **NEW BUSINESS**
- H) **CEO REPORT**
- I) **COMMISSIONERS REPORTS**
- J) **UPCOMING EVENTS/COMMUNICATING WITH THE COMMISSION**
- K) **WORKSHOP**
Terminal 1 Update
- L) **SIGN DOCUMENTS**
- M) **ADMINISTRATIVE UPDATE/WORK SESSION**
Terminal 1
- N) **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 no later than 12:00 p.m. on Monday, May 26, 2025. 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, May 27, 2025, 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 for more information.

Agenda Item No. C-2

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Assistant

05/27/2025

Betsy Rogers

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the May 13, 2025, Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 05/13/2025 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the May 13, 2025, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: Julianne Marlon, CEO

Date Action Taken: _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ____ No ____

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, May 13, 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 9:30 a.m., Tuesday, May 13, 2025, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

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

Regular Meeting of April 22, 2025

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approve the minutes of the April 22, 2025, regular meeting.

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 and confirmed that there was no one present who signed up to provide comment.

PUBLIC HEARING: RESOLUTION 3-2025 FOR ISSUANCE AND SALE OF LIMITED TAX GENERAL OBLIGATION BONDS – ACTION ITEM E-1

CEO Marler introduced Scott Goodrich, Chief Financial Officer who presented the action item and provided an overview of the resolution for limited tax general obligation bonds prior to the public hearing.

Commissioner Burkman opened the public hearing at 9:34 a.m. He indicated the hearing is required under the Tax Equity and Fiscal Responsibility Act of 1982, also known as TEFRA and Internal Revenue Code Section 147(f) in connection with the proposed issuance of limited tax general obligation bonds. (Notice for the public hearing was published on May 6, 2025, in the *Columbian*).

CEO Marler advised the Board that the port did not receive any requests from the public to comment virtually or in person during this public hearing.

Commissioner Burkman then closed the public hearing at 9:37 a.m.

ACTION ITEMS

E-1 Approve Resolution 3-2025: Issuance and Sale of Limited Tax General Obligation Bonds

Scott Goodrich, Chief Financial Officer read the recommendation for the action item.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approves and executes Resolution 3-2025 providing for the issuance and sale of limited tax general obligation bonds in the principal amount of not to exceed \$35,000,000 and delegates authority to the CEO or CFO to approve the designation of the bonds, including the final principal amounts, interest rates, maturity dates, redemption rights, interest payment dates, principal maturities, and provisions for ongoing disclosure.

E-2 Third Amendment and Extension to Lease between the Port of Vancouver USA and Commodities Plus, Inc.

Lori Kaylor, Industrial and Maritime Sales Manager presented the action item.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to sign the Third Amendment and Extension to Lease at 2707 NW Lower River Road between the Port of Vancouver USA and Commodities Plus, Inc.

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 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 April 2025 Vouchers 123247-123611 in the amount of \$5,436,050.64 including Electronic Payments generated between 04/01/2025-04/30/2025 in the amount of \$1,111,222.66 and April 2025 Payroll Checks 52147056 and 52152375-52152379 and Direct Deposits 150001-150145 and 170001-170133 in the amount of \$767,695.24.

CEO REPORT

Project Updates

John Castle, Project Manager provided an update on port projects including:

- Building 3300 Office

CEO Report

CEO Marler stated she attended WSU's "Melebration" celebrating Chancellor Mel Netzhammer's legacy. She also mentioned the Port Report has been viewed over 30,000 times.

COMMISSIONERS REPORTS

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

- Columbia River Economic Development Council – Investor Luncheon
- Labor Roundtable
- Columbia River Yachting Association – Opening Day Boat Parade for 2025

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

- Met with CEO
- Clark County Historical Museum Speaker Series on Labor History
- Greater Vancouver Chamber of Commerce – 2025 Legislative Review

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

- Regional Transportation Council Meeting
- Greater Vancouver Chamber of Commerce – 2025 Legislative Review
- Met with CEO

CEO Marler shared the passing of Pat McDonnell over the weekend and noted his many years of public service to 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 would be held on Tuesday, May 27, 2025, at 9:30 a.m., she noted this meeting will include a Terminal 1 workshop. She also highlighted several other 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 9:57 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, May 13, 2025, regular meeting was adjourned at 10:03 a.m. by Commissioner Burkman.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Betsy Rogers, Executive Assistant,
May 13, 2025, Regular
Port of Vancouver USA Board of
Commission Meeting

Jack Burkman, President

Don Orange, Vice President

Eric LaBrant, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA
REVIEWED BY:	Director of Industrial Business
Chrissy Lyons	Title
APPROVED BY:	Chief Commercial Officer
Alex Strogen	Title
SUBJECT:	05/27/2025
Approve Lease Agreement between the Port of Vancouver USA and Cascadia Tech Academy	Date

BACKGROUND:

This lease supports the Port Strategic Plan goal to pursue opportunities that utilize the Port's property and infrastructure investments to create jobs and support the economy, build partnerships to advance shared goals, and support the development of a skilled workforce to align with regional needs and increase job opportunities across the port district.

Cascadia Tech Academy was started in 1983 as Clark County Skill Center. The school offers college jump-start studies and industry specific certifications through their program offerings. These one- and two-year programs take place during a student's junior and senior years.

Cascadia Tech Academy has launched a one-year Maritime Technology program designed for up to 40 students. The port office building, located at 1501 W 8th Street, has been identified as an ideal site for the program, offering students direct visibility and close proximity to waterfront and rail operations. Members of the maritime community and port tenants have expressed support for this early education initiative, recognizing its potential to attract new talent and raise awareness of career opportunities within the industry. The goal is for the class size to outgrow this location, and we hope to find another location on the port property that will allow for continued growth.

If approved, this is a 5-year lease with a total base value of \$132,111 plus additional charges for CAM, property insurance and stormwater recovery fees. Either party may terminate the agreement annually by providing notice 90 days before the anniversary date.

Revenue for this agreement was not included in the 2025 budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners approve and authorize the CEO to sign and execute the Lease Agreement at 1501 W 8th Street between the Port of Vancouver USA and Cascadia Tech Academy.

Submitted by: <u>Julianne Marlon</u> , CEO	
Date Action Taken _____	Motion By: _____
Approved: _____	Seconded By: _____
Deferred To: _____	Unanimous: Yes ____ No ____

Agenda Item No. E-2

**REQUEST FOR COMMISSION ACTION
REVIEWED BY:**

PORT OF VANCOUVER USA

Director of Engineering &
Project Delivery

05/27/2025

Monty Edberg

Title

Date

APPROVED BY:

Chief Operations Officer

05/27/2025

Kent Cash

Title

Date

SUBJECT: Approve Public Works Contract for Bid 25-02: Renaissance Trail
Segments 4 and 5

BACKGROUND:

This project supports the Port Strategic Plan goal to provide trails and public access opportunities on port properties and to support multi-modal transportation.

The project will facilitate an approximately 0.66-mile multi-use path which extends the Port of Vancouver Renaissance Trail from NW Gateway Avenue to NW Old Lower River Road along NW Lower River Road. Construction is anticipated to be completed by the end of 2025.

The construction is being funded through Limited Tax General Obligation (LTGO) bond proceeds issued by the port in 2022. The majority of the design of both segments is funded through grants awarded in 2021 and 2022 from the Southwest Washington Regional Transportation Council (RTC). Segment Four received \$280,000 and Segment Five received \$315,000, totaling \$595,000 in federal grant funds.

On March 20, 2025, the Port of Vancouver issued an Invitation to Bid 25-02: Renaissance Trail Segments 4 and 5. On May 1, 2025, the following bids were received:

Bidder	Location	Base Bid	Base Bid + Add/Alt 1	Base Bid + Add/Alt 1,2	Base Bid + Add/Alt 1,2,3	Base Bid + Add/Alt 1,2,3,4
Advanced Excavating Specialists	Kelso, WA	\$3,623,672	\$3,779,672	\$3,863,572	\$4,341,727	\$4,543,320
Rotschy	Vancouver, WA	\$4,144,934	\$4,347,869	\$4,359,069	\$4,782,078.25	\$5,053,039.15
Tapani	Vancouver, WA	\$4,231,357	\$4,349,357	\$4,391,357	\$4,858,047	\$5,126,200
Golf Construction	Vancouver, WA	\$4,232,178	\$4,322,178	\$4,373,678	\$4,724,656	\$4,889,380
Dirt & Aggregate	Fairview, OR	\$5,653,177.75	\$5,741,177.75	\$5,755,127.75	\$6,263,780	\$6,488,154
Nutter Corp.	Vancouver, WA	\$5,866,780	\$6,051,780	\$6,133,680	\$6,657,350	\$6,931,333

Conway Construction	Vancouver, WA	\$6,881,651	\$6,998,651	\$7,046,201	\$7,505,771	\$7,764,469
MJ Hughes Construction	Vancouver, WA	\$6,915,555.73	\$7,075,555.73	\$7,124,955.73	\$7,608,764.57	\$7,836,205.07

Staff has reviewed Advanced Excavating Specialists' responsive bid and concluded they are a responsible contractor capable of performing the work. Determination of low bidder was made on the basis of the base bid total, not inclusive of the additive/alternates. The bid is below the engineer's base bid estimate of \$6,168,370 - \$7,170,885. All added alternatives will be included in the contract totaling \$4,543,320 (Washington State Sales Tax does not apply to this project per WAC 458-20-171).

The project is included in the approved annual budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a public works contract with Advanced Excavating Specialists, the lowest responsive and responsible bidder, for Bid 25-02: Renaissance Trail Segments 4 and 5 including all additive alternates in the amount of \$4,543,320.

Submitted by: Julianne Marler, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___