



Port of Vancouver USA

AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, July 9, 2024

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
- 2) Approve Minutes of the June 25, 2024, Regular Meeting
- 3) Celebrate Freedom Program

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, July 8, 2024, by emailing povcommissioners@portvanusa.com**

E) ACTION ITEMS

- 1) Approve First Amendment to Lease between the Port of Vancouver USA and Western Partitions, Inc.
- 2) Approve First Amendment to the Purchase and Sale Agreement for Tax Parcels 152804-000 and 986029-240

F) UNFINISHED BUSINESS

- 1) Port Contracts Logs

G) NEW BUSINESS

H-1) MAY ACCOUNTS PAYABLE

Voucher Numbers	118852 – 119499	\$ 7,105,028.00
Electronic Payments	05/01/2024 – 05/31/2024	\$ 4,225,088.43
Payroll Voucher Numbers		\$ 778,537.33
Checks	52022655 - 5202256	
Direct Deposits	190001 – 190133	
	210001 – 210138	

H-2) JUNE ACCOUNTS PAYABLE

Voucher Numbers	119360 – 119746	\$ 4,052,265.20
Electronic Payments	06/01/2024 – 06/28/2024	\$ 851,963.01
Payroll Voucher Numbers		\$ 739,462.18
Checks	52033844	
	52040421	
Direct Deposits	230001 – 230136	
	250001 – 250134	

I) CEO REPORT

1) Environmental Project Update - Vancouver Bee Project

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 no later than 12:00 p.m. on Monday, July 8, 2024. 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, July 9, 2024, 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.

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, June 11, 2024**

CALL TO ORDER

Commission President LaBrant 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, June 11, 2024, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner LaBrant 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 May 28, 2024

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the May 28, 2024, regular meeting.

OPEN FORUM

Commissioner LaBrant 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.

ACTION ITEMS

E-1 Approve Public Works Contract for Bid 24-24: Terminal 4 Pond Solids Trucking Project

Monty Edberg, Director of Engineering and Project Delivery presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract with

Taylor Transport Inc., the lowest responsive and responsible bidder, for Bid 24-24: Terminal 4 Pond Solids Trucking Project, in the amount of \$404,537.92 including Washington State sales tax.

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.

CEO REPORT

Project Updates

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

- Terminal 1 Dock Bulkhead Wall Project

He answered questions from the Board.

COMMISSIONERS REPORTS

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

- Pacific Northwest Waterways Association Summer Conference
- Met with CEO Marler
- Met with Cassi Marshall, Port of Camas-Washougal Board member

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

- Met with CEO Marler
- Regional Transportation Council Meeting
- Maiden Voyage – Green Wave Vessel bringing in Subarus

- Interstate Bridge Replacement Bi-State Meeting
- Bi-State Meeting
- Labor Roundtable

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

- Port Tour
- Met with CEO Marler
- Pride Fair

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, June 25, 2024, at 9:30 a.m. 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

External Affairs Community Outreach Program Update

Chief of External Affairs Ryan Hart lead the workshop on the External Affairs Community Outreach Program update. He provided a presentation highlighting the many areas of focus this past year. The board commented on the work the team performs and extended their thanks.

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, June 11, 2024, regular meeting was adjourned at

10:34 a.m. by Commissioner LaBrant.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, June 11, 2024, Regular
Port of Vancouver USA Board of
Commission Meeting

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary

Agenda Item No. E-2

REQUEST FOR COMMISSION ACTION REVIEWED BY:	PORT OF VANCOUVER USA
	Director of Business Development
Mike Schiller	Title

APPROVED BY:		Chief Commercial Officer	07/09/2024
	Alex Strogon	Title	Date

SUBJECT:	Approve First Amendment to the Purchase and Sale Agreement for Tax Parcels 152804-000 and 986029-240
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BACKGROUND:

This action enhances the port’s Strategic Plan goal to support a 20-year land use strategy involving port properties that help achieve long term port and community goals to create and retain jobs supporting the continued growth in the local economy.

The commission approved the purchase and sale Agreement (PSA) for the property in August 2023. Since that time, the port completed its due diligence of the property and worked with the property owner to address actions needed to close on the property. This amendment to the original PSA sets the final purchase price at \$15,600,000 and outlines the procedure the parties will take to transfer the in-water DNR leased area from the seller to the port. In anticipation of this property transaction, the Board of Commissioners approved and executed Resolution 3-2024 providing for the issuance and sale of limited tax general obligation bonds for the acquisition of real property which was complete on June 4, 2024.

Acquiring this property and active leasehold will 1) add approximately 33 acres to the port’s maritime and heavy industrial land portfolio; 2) provide a lease income stream to significantly offset the purchase price; 3) contribute property for a rail corridor to support rail service to Columbia Gateway; 4) add a significant community partner to the port’s tenant portfolio; and, 5) significantly improve future development opportunities for the adjacent port-owned property.

In addition to over 33 acres of land and existing maritime related jobs, this action will contribute over \$900,000 in annual lease revenue to the port – with a scheduled increase exceeding \$1,000,000 annually expected in 2026.

The cost for this purchase is in the approved 2024 budget. Closing is expected to occur in the third quarter of 2024.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to sign the First Amendment to the Purchase and Sale Agreement between the Port of Vancouver USA and Hickey Family Company and to execute all actions necessary to complete the transfer of the property from the seller to the port.

Submitted by: *Julianne Marler*, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___

Agenda Item No. H-1

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA
REVIEWED BY:	
Accounts Payable	
Title	
APPROVED BY:	
Director of Finance	
& Accounting	
Scott D. Goodrich	07/09/2024
Title	Date
SUBJECT: VENDOR CLAIMS APPROVAL	

BACKGROUND:
May 2024 Vendor Claims:

Voucher Numbers	118852 – 119499	\$ 7,105,028.00
Electronic Payments	05/01/2024 – 05/31/2024	\$ 4,225,088.43
Payroll Voucher Numbers		\$ 778,537.33
Checks	52022655 - 5202256	
Direct Deposits	190001 – 190133	
	210001 – 210138	

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of May 2024 Vouchers 118852 – 119499 in the amount of \$7,105,028.00 including Electronic Payments generated between 05/01/2024 – 05/31/2024 in the amount of \$4,225,088.43 and May 2024 Payroll Checks 52022655 – 5202256 and Payroll Direct Deposits 190001 – 190133 and 210001 – 210138 in the amount of \$778,537.33.

Submitted by: <i>Julianne Marler</i> , CEO	
Date Action Taken _____	Motion By: _____
Approved: _____	Seconded By: _____
Deferred To: _____	Unanimous: Yes___ No___

Agenda Item No. H-2

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA
REVIEWED BY:	
Accounts Payable	
Title	
APPROVED BY:	
Director of Finance	
& Accounting	
Scott D. Goodrich	07/09/2024
Title	Date
SUBJECT: VENDOR CLAIMS APPROVAL	

BACKGROUND:

June 2024 Vendor Claims:

Voucher Numbers	119360 – 119746	\$ 4,052,265.20
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Submitted by: <u>Julianne Marler</u> , CEO	
Date Action Taken _____	Motion By: _____
Approved: _____	Seconded By: _____
Deferred To: _____	Unanimous: Yes ___ No ___