Port of Vancouver USA

AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 NW Lower River Road, Vancouver, WA 98660
Tuesday, September 8, 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 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 August 25, 2026, 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, September 7, 2026, by emailing **povcommissioners@portvanusa.com****

E) **ACTION ITEMS**
1) Approve First Amendment Lease between Port of Vancouver and Sigma DG Corporation
2) Approve First Amendment to Restated Ground Lease between the Port of Vancouver and Cellco Partnership d/b/a Verizon Wireless
3) Approve Public Works Contract for Bid 26-47: South Administrative Building Roof and HVAC Replacement Project

F) UNFINISHED BUSINESS

1) Port Contracts Logs

G) NEW BUSINESS

H) ACCOUNTS PAYABLE

Voucher Numbers	129189 - 129593	$	6,430,656.17
Electronic Payments	08/01/2026 - 08/31/2026	$	1,880,351.17
Payroll Voucher Numbers			
Checks	52289699	$	873,077.09
	52293223 - 52293224		
Direct Deposits	320001 - 320137		
	340001 - 340157		

I) CEO REPORT

1) Project Updates

J) COMMISSIONERS REPORTS

K) UPCOMING EVENTS

L) WORKSHOP

Cybersecurity Update

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, September 7, 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, September 8, 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 for more information.

Agenda
Item No. C-2

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

REVIEWED BY:

	Executive Assistant	09/08/2026
Betsy Rogers	Title	Date

APPROVED BY:

Title

SUBJECT: Minutes of the August 25, 2026, Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 08/25/2026 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the August 25, 2026, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: Julianna 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, August 25, 2026

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 25, 2026, at the 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 August 11, 2026

On motion by Commissioner Lentz, seconded by Commissioner LaBrant, and carried unanimously, the Board of Commissioners approve the minutes of the August 11, 2026, regular meeting.

OPEN FORUM

Commissioner Orange 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 there was no one in the audience who signed up for public comment.

ACTION ITEMS

E-1 Approve Lease Agreement Between Port of Vancouver and Jones Stevedoring Company

Kathy Holtby, Real Estate Manager, presented the action item and discussed it with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Lentz, and carried unanimously, the Board of Commissioners approved and authorized the CEO to execute the Lease Agreement at 2685 NW Harborside Drive between the Port of Vancouver and Jones Stevedoring Company.

E-2 Approve Resolution 2-2026 Authorizing the Port to Negotiate the Acquisition of Certain Real Property Necessary for the Lower Columbia River Channel Maintenance Plan

Angie Hanslovan, Real Estate Specialist, presented the action item and discussed it with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Lentz, and carried unanimously, the Board of Commissioners approved Resolution 2-2026 authorizing the port to negotiate the acquisition of certain real property necessary for the Lower Columbia River Channel Maintenance Plan.

UNFINISHED BUSINESS

No unfinished business was discussed.

NEW BUSINESS

No new business was discussed.

CEO REPORT

No CEO report.

COMMISSIONERS REPORTS

Commissioner Lentz stated she attended the following events and provided a brief summary:

- Subaru Two Million Celebration
- Ed Lynch Technical Trades Center Opening
- Met with CEO
- Portland Business Journal’s Grow Vancouver Event

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

- Identity Clark County Summer Social
- Subaru Two Million Celebration

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

- Subaru Two Million Celebration
- Port Tour
- Met with community members

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, September 8, 2026, at 9:30 a.m. She highlighted several upcoming community events and reminded everyone about the port's upcoming tours and noted that while the tours are currently full, individuals can get on a waitlist.

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 recently updated website and encouraged everyone to check it out.

WORKSHOP

No workshop was held during this meeting.

SIGN DOCUMENTS

The Board signed documents at 9:52 a.m.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, August 25, 2026, regular meeting was adjourned at 9:59 a.m. by Commissioner Orange.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

____
Don Orange, President

____
Eric LaBrant, Vice President

____
Temple Lentz, Secretary

Betsy Rogers, Executive Assistant,
August 25, 2026, Regular
Port of Vancouver USA Board of
Commission Meeting

Agenda
Item No. E-1

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

REVIEWED BY:

Chrissy Lyons	Director of Industrial Business	
	Title	

APPROVED BY:

Alex Strogen	Chief Commercial Officer	09/08/2026
	Title	Date

SUBJECT: Approve First Amendment Lease between Port of Vancouver and Sigma DG Corporation

BACKGROUND:

This lease agreement supports the port's Strategic Plan goals to support growth and economic opportunities for existing tenants that utilize the port's property and infrastructure investments to create jobs and support the economy.

Sigma DG Corporation (Sigma) is North America's distributor of threaded fiberglass rods and connectors. This specialized product is used in a wide range of concrete projects including roads, bridges, and mining. They also fabricate their own bolts and connectors. Sigma has been a port tenant since 2013, leasing 9,150 square feet of warehouse space in BL2801. On May 14, 2024, Sigma entered into a 5-year agreement expanding the leased premises to 15,750 square feet to support their fabrication operations.

The purpose of this first amendment is to expand their premises to 22,000 square feet effective, August 26, 2026, to accommodate their growing operation. Sigma has 6 full-time employees onsite at 2801 B-C.

If approved, the new value of this lease over the remaining 33-month term of the lease is approximately $520,000 plus additional charges for leasehold excise tax, common area maintenance, insurance and stormwater recovery fees.

A portion of the revenue was included in the 2026 approved budget and remaining revenue will be included in the 2027 preliminary budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners approve and authorize the CEO to sign the Lease Agreement at 2801 Section B and C NW Lower River Road between the Port of Vancouver and Sigma DG Corporation.

Submitted by: Julianna Marler **, CEO**

Date Action Taken ________ **Motion By:**______________________

Approved:_______________ **Seconded By:**___________________

Deferred To:_____________ **Unanimous: Yes**____ **No**_____

Agenda
Item No. E-2

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

REVIEWED BY:

	Director of Industrial Business
Chrissy Lyons	Title

APPROVED BY:

	Chief Commercial Officer	09/08/2026
Alex Strogen	Title	Date

SUBJECT: Approve First Amendment to Restated Ground Lease between the Port of Vancouver and Cellco Partnership d/b/a Verizon Wireless

BACKGROUND:

The port's Strategic Plan has established a goal to generate and sustain diversified revenues to promote the port's long-term financial sustainability and economic base.

The Restated Ground Lease (RGL), effective January 1, 2015, amended the original 1984 lease in its entirety. The RGL is between the Port and Verizon Wireless (VAW) LLC d/b/a Verizon Wireless with approval of American Tower Delaware Corporation as Sublessee. The initial term was for a period of 5 years with 3 additional automatic extension terms for five years each, provided that Verizon timely exercised the option and was not in default.

The purpose of this First Amendment is to approve the merger from Verizon Wireless (VAW) LLC to Cellco Partnership d/b/a as Verizon Wireless. Verizon has timely exercised the first two extension options; the current term expires on January 1, 2029. This First Amendment would also exercise the final five-year option, extending the current term through December 31, 2034, and provide for two additional five-year extension options under the same terms and conditions.

Use of the premises is for the operation of a communication tower outside BL2001, including all necessary utilities on a site area of approximately 3,154 square feet. Income to the port for exercising the next 5-year extension option is $604,432.00 plus leasehold excise tax. Upon execution of the First Amendment to the RGL the port will also receive a $20,000.00 signing bonus.

A portion of the revenue was included in the 2026 approved budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners approve and authorize the CEO to execute the First Amendment Restated Ground Lease at 2001 Kotobuki Way between the Port of Vancouver and Cellco Partnership d/b/a Verizon Wireless

Submitted by: Julianna Marler **, CEO**

Date Action Taken ________ **Motion By:**______________________

Approved:_______________ **Seconded By:**___________________

Deferred To:_____________ **Unanimous: Yes**____ **No**_____

Agenda
Item No. E-3

REQUEST FOR COMMISSION ACTION	**PORT OF VANCOUVER USA**
REVIEWED BY:	
	Director of Engineering & Project Delivery
Monty Edberg	Title

APPROVED BY:

	Chief Operations Officer	09/08/2026
Kent Cash	Title	Date

SUBJECT: Approve Public Works Contract for Bid 26-47: South Administrative Building Roof and HVAC Replacement Project

BACKGROUND:

This project supports the Port's Strategic Plan goal to develop a rolling 20-year comprehensive, maintenance plan to maximize operational capacity, efficiency, and life expectancy of port assets.

This project involves replacing both the roof and the HVAC system in the South Administrative building (Building 3103). The roof and HVAC system have never been replaced and are at the end of their useful lives.

On August 5, 2026, the Port of Vancouver issued an Invitation to Bid 26-47 South Administrative Building Roof and HVAC Replacement Project. On August 27, 2026, the following bids were received:

Bidder	Location	Base Bid Amount w/o Sales Tax	Bid Deductive/Alt
Fisher Construction Group Inc.	Vancouver, WA	$883,763	$872,621
First Cascade Corp.	Lake Oswego, OR	$994,165	$976,256
V & R Roofing	Tacoma, WA	$1,023,093	$1,028,093
Tikka Inc.	Battle Ground, WA	$1,031,400	$1,031,400
JR Swigart Co	Woodland, WA	$1,038,276	$1,018,895
APEX Mechanical	Vancouver, WA	$1,271,000	$1,221,000
Flyn BEC LP	Beaverton, OR	Bid Withdrawn	
JA Morris Construction, LLC	Olympia, WA	Bid Withdrawn	

Staff has reviewed Fisher Construction Group Inc.'s responsive bid and concluded they are a responsible contractor capable of performing the work. The engineer's estimate ranges from $627,000 to $693,000. All bids received were above the estimate. The low bid was determined based on the total base bid amount. After review of the bids, it was determined that the deductive alternate would not be awarded.

Funds for this project were not included in the approved 2026 annual budget. The port has sufficient funds to award and begin work on this project.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a public works contract with Fisher Construction Group Inc. the lowest responsive and responsible bidder, for Bid 26-47: South Administrative Building Roof and HVAC Replacement Project for the base bid of $883,763 plus applicable Washington State Sales Tax.

Submitted by: Julianna 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:

	Chief Financial Officer	09/08/2026
Scott D. Goodrich	Title	Date

SUBJECT: VENDOR CLAIMS APPROVAL

BACKGROUND:

Please refer to attached listing August 2026 Vendor Claims:

Voucher Numbers	129189 - 129593	$	6,430,656.17
Electronic Payments	08/01/2026 - 08/31/2026	$	1,880,351.17
Payroll Voucher Numbers		$	873,077.09
Checks	52289699		
	52293223 - 52293224		
Direct Deposits	320001 - 320137		
	340001 - 340157		

Additional Information Attached: August 2026 Payables Listing

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of August 2026 Vouchers 129189-129593 in the amount of $6,430,656.17 including Electronic Payments generated between 08/01/2026-08/31/2026 in the amount of $1,880,351.17 and August 2026 Payroll Check 52289699 and 52293223-52293224 and Direct Deposits 320001-320137 and 340001-340157 in the amount of $873,077.09.

Submitted by: Julianna Marler, **CEO**

Date Action Taken ________ **Motion By:** ______________________

Approved: _______________ **Seconded By:** ___________________

Deferred To: _____________ **Unanimous:** **Yes**____ **No**_____