



AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 NW Lower River Road, Vancouver, WA 98660
Tuesday, October 27, 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, Pledge of Allegiance
- 2) Approve Minutes of the October 13, 2026, Regular Meeting
- 3) Community Fund Update - Latinos Unidos y Floreciendo (LUYF)

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, October 26, 2026, by emailing povcommissioners@portvanusa.com**

E) ACTION ITEMS

- 1) Approve 2027 Preliminary Budget
- 2) Approve Change Order 8 for Public Works Contract 25-02: Renaissance Trail Segments 4 and 5
- 3) Approve Lease Agreement between the Port of Vancouver and Boise Cascade Building Materials Distribution, LLC

4) Approve Contract to Purchase JAGGAER Procurement and Contract Management Software and Implementation Services

F) **UNFINISHED BUSINESS**

None

G) **NEW BUSINESS**

H) **CEO REPORT**

I) **COMMISSIONERS REPORTS**

J) **UPCOMING EVENTS/COMMUNICATING WITH THE COMMISSION**

K) **WORKSHOP**

None

L) **SIGN DOCUMENTS**

M) **ADMINISTRATIVE UPDATE/WORK SESSION**

None

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, October 26 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, October 27, 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

10/27/2026

Betsy Rogers

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the October 13, 2026, Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 10/13/2026 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the October 13, 2026, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: Julianne Morales, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ____ No ____

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, October 13, 2026**

CALL TO ORDER

Commission President Don Orange called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 9:33 a.m., Tuesday, October 13, 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 September 22, 2026

On motion by Commissioner Lentz, seconded by Commissioner LaBrant, and carried unanimously, the Board of Commissioners approved the minutes of the September 22, 2026, regular meeting.

OPEN FORUM

Commissioner Orange asked if anyone had signed up to speak during open forum. CEO Julianna 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

No action items were discussed.

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

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 Lentz, seconded by Commissioner LaBrant and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratified and approved the payment of September 2026 Vouchers 129598-130039 in the amount of \$7,241,529.10 including Electronic Payments generated between 09/01/2026-09/30/2026 in the amount of \$1,176,824.62 and September 2026 Payroll Check 52296615-52296616 and 52300350 and Direct Deposits 370001-370137 and 390001-390136 in the amount of \$859,683.02.

CEO REPORT

Project Updates

Matt Harding, Environmental Planning and Projects Manager, provided an update on port projects including:

- Wapato Valley Mitigation and Conservation Bank

CEO Report

CEO Marler highlighted the port's recognition at the American Association of Port Authorities (AAPA) Annual Convention, where the port received three Lighthouse awards and the top award of Beacon of Excellence.

- Beacon of Excellence Award which recognized the Cascadia Tech Academy partnership and the port's leadership in workforce development, community engagement, and innovative programming.
- Excellence in Administrative Practices for our Maritime Partnership with Cascadia Tech Academy
- Excellence in Economic Development Practices for our Maritime Partnership with Cascadia Tech Academy
- Excellence in Print or Digital Media Communications for the Port of Vancouver USA 2026 Community Awareness Digital Campaign

COMMISSIONERS REPORTS

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

- Met with CEO
- Washington Public Ports Association (WPPA) Environmental Seminar
- Port Tour with Environmental Team

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

- Washington Public Ports Association (WPPA) Environmental Seminar

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

- Washington Public Ports Association (WPPA) Environmental Seminar
- Port of Seattle Tour

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, October 27, 2026, at 9:30 a.m. She also noted several 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 recently updated website and encouraged everyone to check it out.

WORKSHOP

Mid-Year Strategic Plan Update

Chief Economic Strategy Officer Mike Bomar provided a brief presentation highlighting department achievements on the key areas of progress of the Strategic Plan goals in the first half of 2026. He shared updates about the plan's External Affairs, Economic Development, Environmental, Organizational, Industrial/Marine and Finance focus areas.

SIGN DOCUMENTS

The Board signed documents at 10:24 a.m.

RECESS

Commissioner Orange called a recess from 10:24 a.m. to 10:40 a.m. to prepare for the Administrative Update / Work Session on the 2027 Budget.

ADMINISTRATIVE UPDATE / WORK SESSION

Commissioner Orange called the meeting back to order at 10:40 a.m. into the 2027 budget administrative work session. Chief Financial Officer Scott Goodrich lead the work session and shared with the Board the thorough process staff followed to prepare the proposed 2027 budget for review. He added that the process is an organization-wide effort, and he appreciated the time of each team member. Department leads then shared their proposed budgets and answered questions from the Board.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, October 13, 2026, regular meeting was adjourned at 1:43 p.m. by Commissioner Orange.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Betsy Rogers, Executive Assistant,
October 13, 2026, Regular
Port of Vancouver USA Board of
Commission Meeting

Don Orange, President

Eric LaBrant, Vice President

Temple Lentz, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION
REVIEWED BY:

PORT OF VANCOUVER USA

Chief Financial Officer

Scott D. Goodrich

Title

APPROVED BY:

Chief Financial Officer 10/27/2026

Scott D. Goodrich

Title

Date

SUBJECT: Approve 2027 Preliminary Budget

BACKGROUND:

Each year, as part of the annual budget process, staff prepare a preliminary budget document. Per RCW 53.35.010, the preliminary budget of the port district for the ensuing fiscal year will show the estimated expenditures and the anticipated available funds.

The attached 2027 preliminary budget shows the estimated expenditures and the anticipated sources of funds from which all expenditures are to be paid.

An administrative work session was held on October 13, 2026, to review the port's recommended 2027 budget. Port of Vancouver staff presented the Board of Commissioners with an overview of proposed department budgets, the 2027 capital program, a financing overview, and a tax levy to consider. The administrative work session was open to the public.

The final budget will be adjusted based on input resulting from the administrative work session and discussion with the Board of Commissioners. The final budget and tax levy are anticipated to be presented at the November 10, 2026, Board of Commissioners meeting, which will include a public hearing to hear feedback from the public regarding the proposed 2027 budget. Following the public hearing, the Commissioners may take action to adopt the final budget.

Additional Information Attached? Yes

RECOMMENDATION: That the Board of Commissioners adopt the 2027 preliminary budget as presented.

Submitted by: Juliana Morales, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes___ No___

2027 Preliminary Budget

<u>SOURCES</u>		
Operating Revenues		
15-Rail		1,887,770
16-Finance & Accounting		100,000
17-Sales		25,000
18-Commercial		911,898
19-Industrial		19,770,784
20-Facilities		225,000
21-Marine Operations		27,310,219
22-Security		956,829
40-Marine Terminal		7,290,151
Total Operating Revenues	\$	58,477,651
Non-operating Revenues		
Ad Valorem Taxes		14,278,036
TIF Revenue		500,000
Interest Income		3,038,000
Grants & Other Contributions		23,612,000
Proceeds from Sale of Property		20,000
Other		118,600
Total Non-operating Revenues	\$	41,566,636
Total Revenues	\$	100,044,287
Transfer from General Fund/Financing	\$	37,809,330
TOTAL SOURCES	\$	137,853,617

<u>USES</u>		
Operating Expenses		
05-Executive		1,092,363
06-Economic Development		1,312,232
10-Administration		1,627,637
11-External Affairs		2,587,626
12-Information Technology		2,315,936
13-Procurement & Contracts		960,883
14-Human Resources		710,755
15-Rail		1,450,652
16-Finance & Accounting		4,167,668
17-Sales		2,747,329
18-Commercial		271,466
19-Industrial		2,430,113
20-Facilities		10,504,902
21-Marine Operations		2,447,179
22-Security		3,389,317
32-Environmental		2,044,705
40-Marine Terminal		10,642,916
Total Operating Expenses	\$	50,703,680
Non-operating Expenses		
Debt Service		13,248,436
Environmental Remediation		1,352,500
Interest Expense		820,000
Total Non-operating Expenses	\$	15,420,936
Total Expenses	\$	66,124,617
Capital Projects	\$	71,729,000
TOTAL USES	\$	137,853,617

Port of Vancouver
Capital Projects Budget - 2027
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<i>Description</i>	<i>2027</i>
Climate Action	
Terminal 1 Shore Power	2,700,000
Terminal 2 Equipment Electric Vehicle Chargers	735,000
Climate Action Plan Vehicles & Equipment	410,000
Terminal Lighting Upgrades	1,200,000
Electric Cranes	11,900,000
Electric Crane Electrical Infrastructure	5,300,000
Subtotal: Climate Action	22,245,000
Environmental	
In-water Mitigation Credits	162,500
Tree and Wetland Mitigation Credits	315,000
Subtotal: Environmental	477,500
Industrial	
Terminal 7 Substation Permitting and Pad	1,500,000
Subtotal: Industrial	1,500,000
Maintenance	
Terminal 5 Waterline Redundancy	50,000
Terminal 7 Berm Landscape Replacement	200,000
Buildings: Annual 2027 Building Maintenance Package	65,000
Buildings: Building 2601 Tenant Improvements	750,000
Buildings: Building 2835 Roof coating/design	50,000
Buildings: Building 3103 South Admin Bathroom/Kitchen	25,000
Buildings: Building 3205 Emergency Egress	50,000
Buildings: Building 3205 Office Improvements	250,000
Buildings: Building 3203/3205 Maintenance and Security Backup Generator	1,537,000
Buildings: Building 3210 Operations Building Backup Generator	350,000
Buildings: Kotobuki Way Accessory Buildings Package	120,000
Stormwater: Terminal 2 Dust Control Systems	630,000
Stormwater: Terminal 2 Polishing System	75,000
Stormwater: Terminal 2 Industrial Area Stormwater Conversion	1,500,000
Stormwater: Terminal 4 Stormwater Facility Treatment Upgrade	4,600,000
Paving and Striping: Terminal 2	660,000
Paving and Striping: Terminal 4 Harborside Drive Paving Replacement Plus Waterline	75,000
Paving and Striping: ADA Remedial Program	125,000
Rail: Mill Plain Rail Crossing Replacement	800,000
Equipment: Vibratory Roller	89,000
Equipment: Air Compressor	12,500
Equipment: Multipurpose Bucket	6,000
Equipment: Smooth Bucket	6,000
Equipment: Back Hoe Bucket	6,000
Equipment: Light Towers	45,000
Equipment: F550 Service	100,000
Equipment: Sweeper	400,000
IT: Enterprise Resource Planning	1,000,000
IT: WIFI Upgrade	150,000
IT: Camera Switch Replacement	250,000
IT: Printer Replacements	40,000
Fire Systems	100,000
Tenant Improvements	250,000
Subtotal: Maintenance	14,366,500

Port of Vancouver
Capital Projects Budget - 2027
Page 2 of 2

Description	2027
Recreation	
Trail Segment 5b	1,000,000
Subtotal: Recreation	1,000,000
Terminals	
Terminal 2 Berth 5 Repairs	600,000
Terminal 2 Vacant Structure	300,000
Terminal 2 Paceco Crane Demo	1,250,000
Terminal 4 Customer Expansion Area	200,000
Terminal 5 In-water Improvements	10,000,000
Terminal 7 North Industrial Park Binding Site Plan	500,000
Subtotal: Terminals	12,850,000
Terminal Rehabilitation and Improvement Plan (TRIP)	
Terminal 2 Berth 1 Upstream Half Rehabilitation	2,000,000
Terminal 2 Berth 4 and 5 Ro-Ro Improvements	2,350,000
Terminal 3 Berth 8 and 9 Engineering/Permitting	250,000
Terminal 4 Berth 10 Mooring Improvements	50,000
Terminal 5 Berth 17 Mooring Upgrades	3,700,000
Terminal 5 Berth 17 Shore Power	3,000,000
Subtotal: Terminal Rehabilitation and Improvement Plan (TRIP)	11,350,000
Waterfront	
Terminal 1 Dock	3,000,000
Terminal 1 Debris Boom	200,000
Terminal 1 Access Roadway	400,000
Terminal 1 Marketplace Design	2,000,000
Remaining Public Amenities	100,000
Subtotal: Waterfront	5,700,000
Labor Capitalization	
Labor Capitalization	2,240,000
Subtotal: Labor Capitalization	2,240,000
Total Capital Projects	71,729,000
Grants and Other Contributions	
Terminal 2 Berth 5 Repairs: Cost Sharing from Tenants	(400,000)
Terminal 2 Polishing System Tenant Contribution	(200,000)
Terminal 2 Equipment EV Chargers Clark Public Utility Port Drayage Electrification Grant	(500,000)
Terminal 4 Stormwater Facility Treatment Upgrade Ecology Grant	(3,750,000)
Electric Crane: Federal Grant	(15,480,000)
Environmental Protection Agency Clean Ports Grant	(2,430,000)
Rail: Mill Plain Rail Crossing Replacement City Share	(480,000)
IT: Camera Switch Replacement Port Security Grant Program	(50,000)
Buildings: Building 3203/3205 Backup Generator Port Security Grant Program	(306,000)
Subtotal: Grants	(23,596,000)
Total Capital Projects net of Grants and Other Contributions	48,133,000

Agenda Item No. E-2

REQUEST FOR COMMISSION ACTION
REVIEWED BY:

PORT OF VANCOUVER USA

Monty Edberg	Director of Engineering	10/27/2026
	Title	Date

APPROVED BY:

Kent Cash	Chief Operations Officer	10/27/2026
	Title	Date

SUBJECT: Approve Change Order 8 for Public Works Contract 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 Renaissance Trail Segments 4 and 5 project advances the Port's commitment to enhancing community connectivity and public access through the continued expansion of its shared-use trail network. Adding an approximate 0.66-mile multi-use path, this project creates additional opportunities for safe, accessible, and active transportation.

The Port awarded Public Works Contract 25-02: Renaissance Trail Segment 4 & 5 to Advanced Excavation Specialist LLC on May 27, 2025, in the amount of \$4,543,320.00 (Washington State Sales Tax does not apply to this project per WAC 458-20-171). Under Resolution 10-2022, the CEO is authorized to approve individual change orders up to \$350,000 and cumulative changes up to \$350,000 without Commission action. Previous change orders 1 through 7 addressed unforeseen sight conditions and additional contractor provided engineering, totaling \$273,995.29.

During construction, existing utility conflicts and roadway constraints presented challenges to the installation of several Structural Earthen Walls (SEW). To address these conditions the port provided the contractor with revised design drawings. The resulting change order 8 includes additional excavation, trucking, and wall subcontractor costs in the amount of \$236,976.75. This brings the cumulative change order total to \$510,972.04, exceeding the CEO's delegated approval authority.

Construction is anticipated to be completed by March of 2027. The project is included in the approved annual budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorizes the CEO to execute Change Order 8 in the amount of \$236,976.75 with Advanced Excavation Specialist LLC for Public Works Contract 25-02: Renaissance Trail Segment 4 and 5 revising the total contract amount to \$5,054,292.04.

Submitted by: Julianne Manley, 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 Industrial Business	10/27/2026
Chrissy Lyons	Title	Date
APPROVED BY:		
	Chief Commercial Officer	10/27/2026
Alex Strogon	Title	Date
SUBJECT:	Approve Lease Agreement between the Port of Vancouver and Boise Cascade Building Materials Distribution, LLC	

BACKGROUND:

This lease supports the port's Strategic Plan goals and specific strategies 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.

Boise Cascade Building Materials Distribution, LLC ("Boise") is a division of Boise Cascade, a leading manufacturer and distributor of building materials with 65 locations nationwide. Boise has been a port tenant since 1998. In September of 2025, Boise entered into a short-term lease occupying 60,000 square feet located at 2601 W 26th Ave. This offered Boise the opportunity to develop proof of concept for their door and millwork shop. In June of 2026, Boise expanded their premises to 87,500 square feet.

This Lease Agreement transitions from the current short-term lease to a long-term lease effective November 1, 2026, for a term of 12 months and increases the leased premises to 90,000 square feet. The port will provide a tenant allowance of \$65,000 for cosmetic improvements to restrooms, breakroom, and office areas. During the lease term, the Port and Boise will commence building analysis and program design for the entire 160,000sf building for future use.

If approved, the value of this lease is approximately \$611,100 in base rent with additional charges for CAM, stormwater, insurance, utilities and leasehold excise tax.

Revenue for this additional area has been included in the 2027 preliminary budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners approve and authorize the CEO to execute the lease at 2601 W 26th Street, between the Port of Vancouver and Boise Cascade Building Materials Distribution LLC.

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

Agenda Item No. E-4

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA	
REVIEWED BY:	Director of Procurement & Administrative Services	10/27/2026
Dawn Egbert	Title	Date
APPROVED BY:		
	Chief Administrative Officer	10/27/2026
Jonathan Eder	Title	Date
SUBJECT:	Approve Contract to Purchase JAGGAER Procurement and Contract Management Software and Implementation Services	

BACKGROUND:

This item supports the Port's strategic plan goal of organizational excellence, specifically the strategy to develop and implement continuous improvement and innovation in port business operations and financial responsibility, and to strengthen financial sustainability through improved tools and processes for decision making and reporting.

As part of the Port's Enterprise Resource Planning system (ERP) implementation, staff worked with RSM to evaluate existing procurement processes and identify opportunities for improvement. Through this effort, JAGGAER was selected to replace the Port's existing vendor roster system and provide additional functionality for procurement, sourcing, and contract management activities that are currently performed manually.

JAGGAER will provide a centralized platform for vendor registration, competitive solicitations, contract management, purchasing workflows, and approvals. The system will integrate with the new ERP system, supporting the Port's broader effort to modernize business processes, improve efficiency, and strengthen procurement and contract oversight.

The contract team identified a cooperative contract for purchase of the JAGGAER software and implementation services through Carahsoft Technology Corp. using the OMNIA Partners.

The total five-year cost is \$861,012.88, including software subscriptions and implementation services. Funds for this purchase are included in the approved 2026 budget and will be requested in subsequent annual budgets.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute an agreement with Carahsoft Technology Corp for JAGGAER software and implementation services for a not to exceed amount of \$861,012.88.

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