



Port of Vancouver USA

AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, January 11, 2022

- A) CALL TO ORDER VIRTUAL MEETING* (8:30 a.m.)**
- B) EXECUTIVE SESSION**
None
- C) OPENING REMARKS (8:30 a.m.)**
1) Opening Remarks
2) Approve Minutes of the December 13, 2021 Special Meeting/Executive Session
3) Approve Minutes of the December 14, 2021 Regular Meeting
4) Approve Minutes of the December 16, 2021 Joint Clark County Ports Meeting
- D) OPEN FORUM**
1) To provide public comment during the virtual board meeting, you must register no later than 12:00 p.m. Monday, January 10, 2022 by emailing povcommissioners@portvanusa.com**
- E) ACTION ITEMS**
1) Approve Port of Vancouver USA Board - Election of Officers - 2022
2) Approve Port Organizational Assignments - 2022
3) Approve Contract Amendment with KPFF Consulting Engineers for Consultant Design Services for Berth 17 Rehabilitation
- F) UNFINISHED BUSINESS**
1) Port Contracts Logs
- G) NEW BUSINESS**
- H) ACCOUNTS PAYABLE**
- | | | |
|-------------------------|-------------------------|-----------------|
| Voucher Numbers | 107903 – 108257 | \$ 3,471,335.20 |
| Electronic Payments | 12/01/2021 – 12/30/2021 | \$ 860,381.53 |
| Payroll Voucher Numbers | | \$ 606,939.17 |
| Checks | | |
| Direct Deposits | 490001 – 490123 | |
| | 510001 – 510124 | |
| | 514001 – 514002 | |

I) CEO REPORT

- 1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
- 2) Project Updates

J) COMMISSIONERS REPORTS

K) WORKSHOP

Employment Lands

L) ADMINISTRATIVE WORK SESSION

None

M) ADJOURNMENT

***In compliance with the Governor's Emergency Proclamation 20-28, the Port's Resolution 3-2020, and in the interest of the safety and welfare of the public, the community, port employees, and to limit the spread of the virus, this Board meeting will not be open to in-person attendance. Board members will be attending this meeting remotely via video conference.**

To participate in this meeting, please call 1 (253) 215-8782 and enter the Meeting ID number: 894 0361 7639 and Passcode number: 719834 or Join the Zoom Meeting by clicking [here](#). Please call (360) 693-3611 for technical difficulties. Meeting materials are available on the port's website at www.portvanusa.com.

****Public comments are welcome during Open Forum by registering in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. on Monday, January 10, 2022. Individuals will have three minutes to read their comments into the record and will be called in the order in which the port receives the registration email request. 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 8:30 a.m. Tuesday, January 11, 2022 will become part of the official meeting record and will be provided to the Commission.**

Agenda Item No. C-2

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Services Manager 01/11/2022

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the December 13, 2021 Special Meeting/Executive Session

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 12/13/21 Special Meeting/Executive Session

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the December 13, 2021, Port of Vancouver USA Board of Commissioners Special Meeting/Executive Session as presented.

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
December 13, 2021**

CALL TO ORDER

Port of Vancouver Commission President Eric LaBrant called a special meeting/executive session of the Port of Vancouver USA Board of Commissioners to order at 1:00 p.m., Monday, December 13, 2021, via a Zoom virtual meeting due to the ongoing coronavirus disease (COVID-19) event and in compliance with the Governor's Emergency Proclamation 20-28 and the Port's Resolution 3-2020.

The meeting was held via Zoom video conference, number 1 (253) 215-8782, Meeting ID number: 881 9246 7904 and Passcode number: 844209. The public was invited to join the meeting for the opening and closing and the opening and closing were recorded.

EXECUTIVE SESSION

The meeting was recessed into executive session by Commission President Eric LaBrant at 1:02 p.m. for the purposes of discussing personnel matters pursuant to RCW 42.30.110(1)(g). He announced that no final action will be taken during executive session and the executive session will conclude no later than 2:30 p.m.

The Commission met in a virtual breakout meeting room from 1:02 p.m. – 2:30 p.m. and the original virtual meeting room remained opened for community members throughout the executive session.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Commission returned to the virtual open meeting room and the December 13, 2021, special meeting/executive session was adjourned at 2:30 p.m. by Commissioner LaBrant.

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS**

Michelle Allan, Executive Services
Manager, December 13, 2021, Special
Port of Vancouver USA Board of
Commission Meeting/Executive Session

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary

Agenda

Item No. C-3

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

REVIEWED BY:

Executive Services Manager

01/11/2022

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the December 14, 2021 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 12/14/2021 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the December 14, 2021, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

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 14, 2021**

CALL TO ORDER

CEO Julianna Marler called a regular meeting of the Port of Vancouver Board of Commissioners to order at 8:30 a.m., Tuesday, December 14, 2021, via teleconference number 1 (253) 215-8782, conference code: 899 1026 8742 and passcode number: 651836 and by videoconference via Zoom pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event.

CEO Marler confirmed that Commissioners Orange, LaBrant and Burkman were on the line.

OPENING REMARKS

CEO Marler welcomed and reminded everyone that all board members and the public are participating virtually pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event and the port's Resolution 3-2020. She also stated that no executive session was held this morning and the meeting is being recorded.

Meeting attendees included:

Eric LaBrant	Port Commission President
Jack Burkman	Port Commission Vice President
Don Orange	Port Commission Secretary
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Betsy Rogers	Port Administrative Supervisor
Tiffany Truckey	Port Administrative Assistant
Angela Blake	Port Facilities Program Coordinator
Callie DeBoer	Port Project Manager
Casey O'Dell	Port Director of Facilities
Chris Jackson	Port Facilities and Fleet Manager
Chrissy Lyons	Port Commercial and Industrial Sales Manager
Dawn Egbert	Port Procurement Services Manager
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Jack Flug	Port Senior Financial Analyst
Jennifer Brower	Port Procurement & Grant Specialist
Jim Hagar	Port Economic Development Project Manager
Joel Fairchild	Port Project Manager
Jonathan Eder	Port Director of Human Resources
Julie Rawls	Port Community Relations Manager
Kathy Holtby	Port Real Estate Manager

Katie Odem	Port Marketing Communications Manager
Kent Cash	Port Chief Operations Officer
Lori Kaylor	Port Commercial Sales Associate
Mark Newell	Port Project Delivery Manager
Mark Tauscher	Port Environmental Specialist
Mary Mattix	Port Environmental Program Manager
Mason Kae	Port Records Officer
Matt Harding	Port Environmental Project Manager
Mike Bomar	Port Director of Economic Development
Mike Schiller	Port Director of Business Development
Phala Le	Port Human Resources Specialist
Randy McCaleb	Port Contracts Manager
Rick Cline	Port Contracts Manager
Ryan Hart	Port Chief External Affairs Officer
Scott Goodrich	Port Director of Finance & Accounting
Thane Giles	Port Project Manager
Therese Lang	Port Director of Communications
Thomas Chidwick	Port General Office Assistant
Zack Merrill	Port Sales Account Manager
Elizabeth Harris	Community Member
Nelson Holmberg	NW Natural
Lori Froehlich	Clark Public Utilities
Hod Wells	PBS Engineering and Environmental
Csendi Hopp	Clark College
Bart Rijmenams	Clark College
Ali Danko	Tiberius Solutions
Nick Popenuk	Tiberius Solutions
Elaine Howard	Elaine Howard Consulting

Additional members of the public participated in the virtual meeting but were not identified by name.

APPROVAL OF MINUTES

Regular Meeting of November 23, 2021

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the November 23, 2021, regular meeting.

Special Meeting/Executive Session of December 6, 2021

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the December 6, 2021, special meeting/executive session.

Holiday Card

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

OPEN FORUM

CEO Marler stated that the agenda invited public comment on all matters on the agenda and no one registered to provide comment during the Open Forum for this meeting.

ACTION ITEMS

E-1 Approve Lease Agreement at Parcel 1A between the Port of Vancouver USA and Farwest Steel Corporation

Chrissy Lyons, Commercial and Industrial Sales Manager introduced the action item and discussed it with the Commission. She answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve and authorize the CEO to sign the Lease Agreement at Parcel 1A between the Port of Vancouver USA and Farwest Steel Corporation.

E-2 Approve Addendums 16 and 17 and Contract Extension to the Intergovernmental Agreement for Columbia River Channel Improvement Project Assistance

Jim Hagar, Economic Development Project Manager introduced the action item, and shared the history and purpose of the action item. No questions were received from the Board.

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to execute Addendums 16 and 17 to the Intergovernmental Agreement for Columbia River Channel Improvement Project Assistance and extend the agreement to December 31, 2022.

E-3 Approve Contract with Ahern Rentals, Inc. Motor Grader Purchase

Casey O'Dell, Director of Facilities introduced the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to purchase the used John Deere 772G motor grader from Ahern Rentals, Inc. in the amount of \$321,371.58 including Washington State sales tax.

E-4 Approve Resolution 6-2021: Sell and Convey Port Property

Scott Goodrich, Director of Finance & Accounting introduced the action item and discussed it 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 6-2021 authorizing the CEO to sell and convey port district property as adjusted annually per RCW 53.08.090.

E-5 Approve 2022 CEO Compensation

Jonathan Eder, Director of Human Resources introduced the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners establishes 2022 salary compensation for the CEO as \$240,145 annually and establishes a monthly automobile allowance of \$500.

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

Director of Finance & Accounting Scott Goodrich presented the action item as contained in the Commission's packet and discussed the recommendation with the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of November 2021 Vouchers 107548 – 107936 in the amount of \$12,010,537.24 including Electronic Payments generated between 11/01/2021 – 11/30/2021 in the amount of \$9,405,345.18 and November 2021 Payroll Check 51603354 and Payroll Direct Deposits 450001 – 450124 and 470001 – 470124 in the amount of \$614,897.68.

CEO REPORT

Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers

CEO Marler shared the history behind the adoption of Resolution 2-2020 and then advised the commissioners that she has not taken any action provided her under this resolution.

Community Fund Update

Community Relations Manager Julie Rawls stated the port launched a Community Fund a few years ago and has been working with three organizations that are involved in the port's mission of job creation, job training, international trade, and economic development. She indicated Partners In Careers (PIC) was the first fund recipient and gave a presentation earlier this year on their work with students to build two Grattix boxes. She stated Clark College was the second fund recipient and then introduced Csendi Hopp, International Admissions Manager and International Club President Bart Rijmenams who shared a presentation on the college's International Day event and activities.

Mr. Rijmenams described the Thanksgiving themed International Day event titled, "Thank You Mingle Around the World" that took place on November 18. He indicated the event was coordinated by Clark College's International Club and Office of International Programs and shared details of the event.

Ms. Hopp stated the college plans to hold another event on January 25, 2022, promoting International Day activities. She thanked the port for supporting their program.

Ms. Rawls also thanked Commissioner Orange for serving on the port's Community Fund Committee.

Ft. Vancouver Seafarers Center Donations

As a follow up from a community member during the last Commission meeting, CEO Marler invited Community Relations Manager Julie Rawls to provide an update on the process to donate items to the Ft. Vancouver Seafarers Center. Ms. Rawls stated the Seafarers Center does wonderful work and she encourages people to bring items to her at the port that they would like to donate to the center since the center is located in a secured area of the port.

Project Updates

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

- Terminal 1 Site & Infrastructure
- AC Marriott (Not Port Contractor)
- Terminal 2 Track Crossing
- Berth 17 Dock Fender System Replacement
- T2 Biofiltration Soil Media and Plant Replacement

- 2021 Striping Project
- T5 Northwest Exit Improvements

He answered questions from the Board.

December 28, 2021, Commission Meeting

CEO Marler stated that the December 28, 2021, commission meeting will likely not be held as there are no action items scheduled at this time.

No questions were received from the Board.

COMMISSIONERS REPORTS

Commissioner Orange stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- WPPA Annual Meeting
- Ft. Vancouver Seafarers Holiday Social

Commissioner Burkman stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- WPPA Annual Meeting
- RTC Meeting
- Chamber of Commerce Legislative Outlook
- WSDOT Webinar – Development of a Mapping and Forecasting Tool for Electric Vehicle Infrastructure

Commissioner LaBrant stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- WPPA Annual Meeting
- CREDC Board Meeting
- Labor Roundtable

CEO Marler 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.

RECESS

CEO Marler called a recess from 9:52 a.m. – 10:00 a.m. to prepare for the port's workshop on Tax Increment Financing.

WORKSHOP

Tax Increment Financing

Director of Finance & Accounting Scott Goodrich stated that the creation of a Tax Increment Area (TIA) is now allowed in the State of Washington as a result of the signing of HB 1189 into law effective July 24, 2021. He explained that today's workshop is to provide an overview of this new financing tool and how the port is considering using this tool in the future. He then introduced Nick Popenuk from Tiberius Solutions and Elaine Howard from Elaine Howard Consulting who both have public finance consulting experience specializing in tax increment financing to lead the workshop.

Mr. Popenuk and Ms. Howard conducted a presentation on Tax Increment Financing and explained what it is and how it works.

Director of Finance & Accounting Scott Goodrich, Mr. Popenuk, and Ms. Howard answered questions from the Board.

CEO Marler thanked them for the overview and explanation on this potential financing tool.

ADMINISTRATIVE 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 14, 2021, regular meeting was adjourned at 10:45 a.m. by CEO Julianna Marler.

PORT OF VANCOUVER USA BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, December 14, 2021, Regular
Port of Vancouver USA Board of
Commission Meeting

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary

Agenda Item No. C-4

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Services Manager 01/11/2022

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the December 16, 2021 Special 3-Ports Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 12/16/21 Special 3-Ports Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the December 16, 2021, Port of Vancouver USA Board of Commissioners Special 3-Ports Meeting as presented.

Submitted by: Juliana Marler, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___

**JOINT CLARK COUNTY PORTS
BOARDS OF COMMISSIONERS
SPECIAL MEETING
PORTS OF VANCOUVER USA, CAMAS-WASHOUGAL & RIDGEFIELD
December 16, 2021**

CALL TO ORDER

Port of Ridgefield CEO Brent Grening called the Joint Clark County Ports Boards of Commissioners Special Meeting to order on Thursday, December 16, 2021, at 3:05 p.m. via a Zoom call, number 1 (253) 215-8782, Meeting ID number: 892 0588 3997 and Passcode number: 308376.

WELCOME AND INTRODUCTIONS

Port of Ridgefield CEO Grening welcomed and thanked everyone in attendance and introduced the three Boards and their respective CEOs. He welcomed special guests and invited speakers to introduce themselves.

ATTENDANCE

In attendance were:

Eric LaBrant	Vancouver Commissioner
Jack Burkman	Vancouver Commissioner
Don Orange	Vancouver Commissioner
Julianna Marler	Vancouver CEO
Michelle Allan	Vancouver Executive Services Manager
Ryan Hart	Vancouver Chief of External Affairs
Mike Bomar	Vancouver Director of Economic Development
Betsy Rogers	Vancouver Administrative Supervisor
Scott Hughes	Ridgefield Commissioner
Joe Melroy	Ridgefield Commissioner
Brent Grening	Ridgefield CEO
Ethan Perry	Ridgefield Business Development Manager
Kerrie Rios	Ridgefield Director of Operations, IT3 Innovation Center
Larry Keister	Camas-Washougal Commissioner
Cassie Marshall	Camas-Washougal Commissioner
David Ripp	Camas-Washougal CEO
Krista Cagle	Camas-Washougal Director of Finance
Derek Jaeger	Camas-Washougal Director of Business Dev & Real Estate
Eric Plantenberg	Camas-Washougal Director of Facilities
Juli Burnett	Camas-Washougal Leasing Agent/Administrative Assistant
Amber Carter	State Lobbyist
Jennifer Baker	Columbia River Economic Development Council
Maureen Chan-Hefflen	Columbia River Economic Development Council
Matt Ransom	Regional Transportation Council

James Thompson
Ron Arp

Washington Public Ports Association
Identity Clark County

COLUMBIA RIVER ECONOMIC DEVELOPMENT COUNCIL (CREDC)

CREDC President Jennifer Baker provided an update on CREDC's focus this past year. She highlighted regional business development and recruitment efforts, updated the boards on the Employment Lands program, and the special initiative work she and her team have been working on. She added that she is pleased that the organization continues to have a healthy level of activity.

IDENTITY CLARK COUNTY (ICC)

Ron Arp, Executive Director of Identity Clark County thanked the ports for the ongoing partnership. He also thanked Port of Ridgefield CEO Grening for his years of service to the port industry and congratulated him on his upcoming retirement. Mr. Arp indicated that ICC has been very active with transportation issues and is pleased that the Clark County Transportation Alliance Policy Statement is supported so strongly, with 61 cosigners.

REGIONAL TRANSPORTATION COUNCIL (RTC)

Matt Ransom, Executive Director of the SW Regional Transportation Council thanked the 3 ports for holding the meeting and stated he appreciates the opportunity to update the boards and discuss regional transportation issues. He also thanked Port of Ridgefield Scott Hughes for his representation of the 3-ports on the Regional Transportation Council Board.

He briefed the Commissions on the Infrastructure Investment & Jobs Act (IIJA), Interstate Bridge Replacement Project, and Key Regional Trends.

He reminded everyone that RTC has grant funding available and encouraged the ports to apply or to contact him with any questions.

WASHINGTON PUBLIC PORTS ASSOCIATION (WPPA)

James Thompson, Executive Director of WPPA shared his appreciation for the invitation to the meeting and the opportunity to provide an update to everyone. He discussed WPPA's Legislative Priorities and indicated with the ongoing pandemic, it appears that WPPA will hold its 2022 Port Day virtually on January 25, 2022. He added there has been some personnel change at WPPA and he looks forward to getting that key position filled soon.

LEGISLATIVE UPDATE

Ryan Hart, Port of Vancouver Chief of External Affairs extended his thanks to everyone for joining the meeting this afternoon.

Chief Hart discussed the 3-ports proposed state legislative agenda. He invited input and asked if anyone had any questions. No comments or questions were received.

The boards then held a conversation regarding the Regional Transportation Council 3-ports representative as Port of Ridgefield Commissioner Hughes has fulfilled his appointment. After further discussion, Port of Ridgefield Hughes made a motion to appoint Port of Camas-Washougal Commissioner Keister as the 3-ports' primary representative and Port of Vancouver Commissioner Burkman as the alternate representative. Port of Ridgefield Commissioner Melroy seconded the motion and all board members voted in favor.

ADJOURNMENT

There being no further business to come before the joint Boards of Commissioners, the December 16, 2021, special meeting was adjourned at 4:44 p.m. by Port of Ridgefield CEO Grening.

PORT OF VANCOUVER USA BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, December 16, 2021
Special Meeting - Port of Vancouver USA
Port of Camas-Washougal and
Port of Ridgefield
Boards of Commissioners

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Services
Manager

01/11/2022

Michelle Allan

Title

Date

APPROVED BY:

SUBJECT:

Approve Port of Vancouver USA Board - Election of Officers - 2022

BACKGROUND:

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

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners elects each of the following officers to serve for the year 2022:

PRESIDENT

VICE PRESIDENT

SECRETARY

Submitted by: Julianne Marler, 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

Executive Services
Manager

01/11/2022

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Approve Port Organizational Assignments - 2022

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 approval by the Board of Commissioners.

Additional Information Attached? Proposed 2022 Organizational Assignments

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners reviewed proposed assignments and, based on discussion, approves membership assignments for 2022.

Submitted by: Julianne Marler, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes____ No____



Port of Vancouver USA

Port of Vancouver USA 2022 Organizational Assignments

PROPOSED

Organization

Representative

American Association of Port Authorities (AAPA)

Marler
Hart

Washington Public Ports Assn. (WPPA)

Burkman
Orange
LaBrant
Marler

Columbia River Economic Development (CREDC)

LaBrant
Burkman
Marler

Regional Transportation Council

Keister (Port of Camas/Washougal)
Burkman (Port of Vancouver)

Interstate Bridge Replacement Program
Executive Steering Group (IBRP ESG)

Marler
Burkman

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	
Kent Cash		01/11/2022	
		Title	
		Date	
SUBJECT:		Approve Contract Amendment with KPFF Consulting Engineers for Consultant Design Services for Berth 17 Rehabilitation	

BACKGROUND:

This project supports the port's Strategic Plan goal to pursue opportunities that utilize the port's property and infrastructure investments to create jobs and support the economy.

The purpose of the Berth 17 Rehabilitation Project is to fully restore an existing port asset at Terminal 5 and bring it back to beneficial use. This project began in 2021 and is a component of the port's Terminal Rehabilitation Infrastructure Plan (TRIP). It is a multi-year project with complex engineering and permitting issues. The facility, once upgraded, will be suitable for short and long-term commercial uses.

On February 13, 2021, the port issued a Request for Qualifications (RFQ) for Berth 17 Rehabilitation Consultant Services. In July 2021, the Board of Commissioners approved a contract for \$709,220 with KPFF Consulting Engineers, the most qualified consultant to perform the services. In November of 2021, an amendment was issued in the amount of \$70,922 to complete services for 2021, for a total contract amount of \$780,142.

This ongoing project is being executed in multiple engineering and construction phases. Phase 1, construction services for the replacement of the dock apron and fender piling, is already in progress. Permitting and engineering activities will be ongoing for all three phases of the project.

This contract amendment with KPFF is intended to only cover work expected to occur in 2022. Future amendments will be required to fully complete the project, and include continued design development, associated permitting, and construction support services. The phases of the project are summarized as follows:

Phase 1: Construction support services for ongoing replacement of dock apron and fender piling. This work is expected to be completed by the end of March 2022.

Phase 2: Construction support services of planned demolition of the Colby crane and gallery, scheduled to begin following the completion of Phase 1 construction. This work is expected to be completed by mid-2022.

Phase 3: Design and permitting services to support berth upgrades for future commercial purposes. This also includes construction support services for berth upgrades that are scheduled to start in the third quarter of 2022 and extend into 2023. At the completion of the Phase 3 construction period in early 2023, the berth will be ready to accommodate the port's near-term commercial opportunities.

Phase 4: Initiation of final design and permitting services to further advance the completion of the overall project. These services will complete the permitting application submittals and advance the final design plans to the 60% level of completion. Final design development is to be completed in 2023, with anticipated construction and permitting support extending into 2024 and/or 2025.

This multi-year contract is structured to be amended with approval of additional funds by the CEO or the Commission pursuant to port policy as project sequencing, capacity requirements and funding are better defined each year. This amendment is for additional funding in the amount of \$1,465,701. This project was included in the 2022 approved budget.

Additionally, Reimbursement Resolution 1-2021, already approved by the Board of Commissioners, provides a financing option for the development of this project. This option would allow the port to construct the project and then reimburse itself with tax-exempt general obligation bond proceeds within the time periods set forth in the Declaration of Intent previously executed by the Director of Finance and Designated Official pursuant to the Reimbursement Resolution on July 27, 2021.

The Finance Team will analyze the best method for financing this project. If the aforementioned method of financing is determined to be the most cost-effective way of paying for the project, staff would then seek Commission approval to issue tax exempt general obligation bonds.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to execute a contract amendment with KPFF Consulting Engineers for \$1,465,701 including applicable Washington State Sales Tax for a total contract amount not to exceed \$2,245,843 for the Rehabilitation of the Berth 17 Dock Structure, located at Terminal 5, and include the option for reimbursement of the project consulting services under Reimbursement Resolution 1-2021.

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	
01/11/2022	
Scott D. Goodrich	Title
	Date
SUBJECT: VENDOR CLAIMS APPROVAL	

BACKGROUND:

December 2021 Vendor Claims:

Voucher Numbers	107903 – 108257	\$ 3,471,335.20
Electronic Payments	12/01/2021 – 12/30/2021	\$ 860,381.53
Payroll Voucher Numbers		\$ 606,939.17
Checks		
Direct Deposits	490001 – 490123	
	510001 – 510124	
	514001 – 514002	

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of December 2021 Vouchers 107903 – 108257 in the amount of \$3,471,335.20 including Electronic Payments generated between 12/01/2021 – 12/30/2021 in the amount of \$860,381.53 and December 2021 Payroll Direct Deposits 490001 – 490123 and 510001 – 510124 and 514001 – 514002 in the amount of \$606,939.17.

Submitted by: Julianne Marler, CEO

Date Action Taken _____ **Motion By:** _____

Approved: _____ **Seconded By:** _____

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