



Port of Vancouver USA

AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, June 13, 2023

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 May 9, 2023, 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, June 12, 2023, by emailing povcommissioners@portvanusa.com**
- E) **ACTION ITEMS**
 - 1) Approve 2023 Clark County Natural Hazard Mitigation Plan and Port of Vancouver USA Annex
 - 2) Approve Public Works Contract Bid 23 – 11: Terminal 1 Dock Demolition
- F) **UNFINISHED BUSINESS**
 - 1) Port Contracts Logs

G) NEW BUSINESS

H) ACCOUNTS PAYABLE

Voucher Numbers	114073 – 114475	\$ 3,524,833.89
Electronic Payments	05/012023 – 05/31/2023	\$ 180,203.88
Payroll Voucher Numbers		\$ 680,253.86
Checks	51867249 - 51867250	
Direct Deposits	190001 – 190126	
	210001 – 210124	

I) CEO REPORT

1) Project Updates

J) COMMISSIONERS REPORTS

K) UPCOMING EVENTS

L) WORKSHOP

External Affairs Community Outreach Program 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, June 12, 2023. 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, June 13, 2023, 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, May 9, 2023**

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, May 9, 2023, 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 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 April 25, 2023

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the April 25, 2023, regular meeting.

OPEN FORUM

Commissioner Orange stated that the agenda invited public comment and asked if anyone had signed up to speak. CEO Marler indicated no community members registered in advance to provide virtual oral comments and there was no one present who signed up to provide comment. She also announced that no executive session was held prior to the meeting.

ACTION ITEMS

E-1 Approve Resolution 1-2023: Series 2023 Revenue Bond and Credit Facility Agreement

Jack Flug, Senior Financial Analyst presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman, and carried unanimously, the Board of Commissioners approve and adopt the attached Port of Vancouver USA Resolution 1-2023 authorizing the execution and delivery of other instruments, documents or agreements appropriate to authorize a loan and provide for the

issuance and sale of revenue bonds of the port in the aggregate principal amount of not to exceed \$35,000,000 at any time for the purposes of financing or refinancing capital improvement projects.

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

Jack Flug, Senior Financial Analyst presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission. He answered questions from 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 April 2023 Vouchers 113797 – 114069 in the amount of \$4,309,746.27 including Electronic Payments generated between 04/01/2023 – 04/30/2023 in the amount of \$931,352.76 and April 2023 Payroll Check 51855174 and Payroll Direct Deposits 140001 – 140122 and 160001 – 160124 in the amount of \$667,864.56.

CEO REPORT

Project Updates

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

- Berth 17 Rehabilitation Project
- 2023 Berth Repairs Project
- High Tank Phase 4 – Backup Generator Installation
- Parcel 1A – Kelly Pipe Storage
- NW 35th Circle Extension
- Building 2565 Fire System & Alarm Replacement
- Building 3201 Roof Repair

- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- Lot 2 NuTech Development (Not Port Project)

He answered questions from the Board.

CEO Marler thanked Mark for providing the update and highlighting some of the great work of our port crews. She expressed thanks to the External Affairs department for putting together the Port Report video and encouraged folks to watch it. Lastly, she thanked the Accounting & Finance department along with all the departments at the port for completing its fourteenth straight year with a clean audit from the Washington State Auditors.

COMMISSIONERS REPORTS

Commissioner Burkman provided an overview of the Regional Transportation Council meeting he attended and indicated he is looking forward to the upcoming Washington Public Ports Association Spring meeting.

Commissioner LaBrant shared he attended the following events:

- Columbia River Economic Development Council Spring Luncheon
- Port Report
- Labor Roundtable
- Vancouver Public Schools Foundation Fundraiser

Commissioner Orange provided a brief summary of the Washington State Auditor's Office Exit meeting and shared a discussion he had with a constituent regarding the port's water source.

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 scheduled for Tuesday, May 23, 2023, will begin at 9:30 a.m. She highlighted several other upcoming community events.

She also 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

Commissioner Orange called a recess from 10:17 a.m. to 10:35 a.m. to sign documents and to prepare for the port's Cybersecurity Update workshop.

WORKSHOP

Cybersecurity Update

Information Security Analyst Chris Carter lead the Cybersecurity Update workshop. He provided a presentation on changes to the cyber environment since last year's update. He also discussed the threat landscape, challenges, ways cybersecurity is tested and what is next for cybersecurity at the port.

RECESS

Commissioner Orange called a recess from 11:18 a.m. to 11:23 a.m. for a short break.

Information Security Analyst Chris Carter answered questions from the Board. The Commissioners and CEO Marler shared their appreciation and thanked Chris for his presentation and the work that he does protecting the port.

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 9, 2023, regular meeting was adjourned at 11:36 a.m. by Commissioner Orange.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Betsy Rogers, Administrative
Supervisor, May 9, 2023, Regular
Port of Vancouver USA Board of
Commission Meeting

Don Orange, President

Eric LaBrant, Vice President

Jack Burkman, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Safety, Risk, and
Emergency Manager

Scott Ouchi

Title

APPROVED BY:

Chief Operations Officer

06/13/2023

Kent Cash

Title

Date

SUBJECT:

2022/2023 Clark Regional Natural Hazard Mitigation Plan and Port of
Vancouver USA Annex

BACKGROUND:

The Port of Vancouver USA Hazard Mitigation Plan Annex meets the port's Strategic Plan goal to analyze risks and develop a plan for business continuity, resiliency and disaster recovery.

The Clark Regional Emergency Services Agency (CRESA) in conjunction with a 17-member partnership comprised of Clark County, its cities and its special purpose districts prepared, revised, and updated the 2022/2023 Clark Regional Natural Hazard Mitigation Plan. The result of this effort is a Federal Emergency Management Agency (FEMA) and Washington State Emergency Management Agency (WAEMA) approved multi-jurisdictional, multi-hazard mitigation plan that meets federal mandates in the Disaster Mitigation Act of 2000 (Public Law 106-390).

The Port of Vancouver USA and the other jurisdictional partners will be eligible to apply for hazard mitigation project funding and grants under the unified hazard mitigation assistance grant program upon adoption of Volume 1 and the Port of Vancouver USA Annex of Volume 2 of the Clark Regional Natural Hazard Mitigation Plan (NHMP), which both have been approved by WAEMA and FEMA. The pre- and post-grant funding opportunities are available to states and local governments and can be used to implement the long-term hazard mitigation measures specified within the Port of Vancouver USA Annex of the NHMP before and after a major disaster declaration. As additional hazards develop and new strategies or mitigations are incorporated to offset and prevent losses due to natural disasters, the NHMP will be evaluated and revised on a continual five-year period.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners authorize the CEO to approve the adoption of Volume 1 of the 2022/2023 Clark Regional Natural Hazard Mitigation Plan and the Port of Vancouver USA Annex (chapter 14 of Volume 2) of the Clark Regional Natural Hazard Mitigation Plan.

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

Director of Engineering
& Project Delivery

Monty Edberg

Title

APPROVED BY:

Chief Operations Officer 06/13/2023

Kent Cash

Title

Date

SUBJECT: Approve Public Works Contract for Bid 23-11: Terminal 1 – Dock Demolition

BACKGROUND:

This project supports the port's Strategic Plan goals of implementing the vision of a destination waterfront at Terminal 1 and pursuing opportunities that utilize the port's property and infrastructure investments to create jobs and support the economy.

The port continues to advance the Terminal 1 development with this next phase of the program being the demolition and removal of the original Terminal 1 dock. This structure was initially constructed in the 1920s and has undergone numerous modifications and repairs over the last century. However, the dock structure has reached the end of its safe and effective purpose and no practical means of repair can extend the life of the supporting piles any further. The old dock must be removed to prepare for construction of a new one.

The old dock consists of treated wooden piles that support a reinforced concrete deck using pile caps, wooden beams, and other structural members. The dock demolition will begin with the removal of 50,000 square feet of concrete decking and the immediate beams and joists below it. Demolition activities will occur from both the upland and water sides of the dock. This will leave the nearly 900 treated wooden piles exposed for extraction from the riverbed and will utilize a barge mounted crane. Though many of the piles will be completely removed, submerged sections of some piles will remain to maintain stability of the riverbank.

Removal of the dock will facilitate continued redevelopment of Terminal 1. This project builds upon the recently completed Vancouver Landing and the Renaissance Trail by opening the construction envelope needed for a replacement dock that will consist of a concrete and steel design similar to the Vancouver Landing. This future seismically robust structure will be capable of supporting the Terminal 1 Marketplace envisioned at this venue.

On May 1, 2023, the Port of Vancouver issued Invitation to Bid 23-11: Terminal 1 – Dock Demolition. Due to the specialized requirements of this project, supplemental responsibility criteria was included in the Invitation to Bid. On June 1, 2023, the following bids were received:

Bidder	Location	Bid Amount
Advanced American Construction	Portland, OR	\$2,880,447.82
HME Construction, Inc.	Vancouver, WA	\$3,592,969.80
Keystone Contracting, Inc.	Ridgefield, WA	Not Responsible

Staff has reviewed the Advanced American Construction responsive bid and concluded they are a responsible contractor capable of performing the work. The bid is within the engineer's estimate and 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 American Construction, the lowest responsive and responsible bidder, for Bid 23-11 Terminal 1 – Dock Demolition, in the amount of \$2,880,447.82 including Washington State sales tax.

Submitted by: Juliana 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	06/13/2023
Title	Date
SUBJECT: VENDOR CLAIMS APPROVAL	

BACKGROUND:
May 2023 Vendor Claims:

Voucher Numbers	114073 – 114475	\$ 3,524,833.89
Electronic Payments	05/01/2023 – 05/31/2023	\$ 180,203.88
Payroll Voucher Numbers		\$ 680,253.86
Checks	51867249 - 51867250	
Direct Deposits	190001 – 190126	
	210001 – 210124	

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of May 2023 Vouchers 114073 – 114475 in the amount of \$3,524,833.89 including Electronic Payments generated between 05/01/2023 – 05/31/2023 in the amount of \$180,203.88 and May 2023 Payroll Checks 51867249 - 51867250 and Payroll Direct Deposits 190001 – 190126 and 210001 – 210124 in the amount of \$680,253.86.

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