



# Port of Vancouver USA

**AGENDA**  
**PORT OF VANCOUVER USA**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING AGENDA**  
**3103 Lower River Road, Vancouver, WA 98660**  
**Tuesday, August 9, 2022**

*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](http://www.cvtv.org).*

- A) **CALL TO ORDER (8:30 a.m.)**
- B) **EXECUTIVE SESSION**  
None
- C) **OPENING REMARKS (8:30 a.m.)**
  - 1) Opening Remarks
  - 2) Approve Minutes of the July 12, 2022, 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, August 8, 2022, by emailing [povcommissioners@portvanusa.com](mailto:povcommissioners@portvanusa.com)\*\*
  - 2) Special Award Presentation
  - 3) Interns Update
- E) **ACTION ITEMS**
  - 1) Approve the Cosentino Right of Way Offer to Acquire a Temporary Easement on Puget Island
  - 2) Approve Contract Amendment with KPFF Inc. for Engineering Design & Permitting Services for the Demolition and Replacement of Terminal 1 Dock Structures

3) Approve Resolution 4-2022: Establishing Time and Place for Regular Meetings of the Port Commission

**F) UNFINISHED BUSINESS**

1) Port Contracts Logs

**G) NEW BUSINESS**

**H) ACCOUNTS PAYABLE**

Voucher Numbers	110394 – 110793	\$ 4,836,235.60
Electronic Payments	07/01/2022 – 07/31/2022	\$ 1,155,825.11
Payroll Voucher Numbers		\$ 636,013.67
Checks	51715895 – 51715896 51723975	
Direct Deposits	270001 – 270127 290001 – 290128	

**I) CEO REPORT**

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

**J) COMMISSIONERS REPORTS**

**K) UPCOMING EVENTS**

**L) WORKSHOP**

2022 Strategic Plan Mid-Year 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](mailto:povcommissioners@portvanusa.com) no later than 12:00 p.m. on Monday, August 8, 2022. 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 8:30 a.m. Tuesday, August 9, 2022, 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](http://www.portvanusa.com) for more information.**



**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, July 12, 2022**

**CALL TO ORDER**

Commission President Burkman called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 8:30 a.m., Tuesday, July 12, 2022, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

**OPENING REMARKS**

Commissioner Burkman welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated it is a hybrid meeting so that along with everyone present in the meeting anyone who wants to make virtual oral comment is using Zoom. He also stated the meeting is being broadcast live on CVTV. He then invited guests to participate in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**Regular Meeting of June 28, 2022**

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the June 28, 2022, regular meeting.

**OPEN FORUM**

Commissioner Burkman stated that the agenda invited public comment but indicated no community members had registered in advance to provide virtual oral comment. He then called on the community members present in the meeting to provide public comment.

**OPEN FORUM**

**Larry Keister, Port of Camas-Washougal**

Mr. Keister stated the Port of Camas-Washougal supports the Port of Vancouver's condition of approval for the Modified Locally Preferred Alternative for the I 5 Bridge Replacement Program and the request for two auxiliary lanes to support freight movement.

### Ron Arp, Identity Clark County and the SW WA Freight and Commerce Task Force

Mr. Arp stated there is broad and deep support to get the I 5 Bridge replaced. He indicated that support also includes support for multiple auxiliary lanes, considerations for bridge height, and critical capacity for freight and commerce movement.

### Deken Letnich, Laborers Union

Mr. Letnich stated he and the laborers are in support of the I 5 Bridge replacement. He indicated they favor any opportunity to put members to work and move forward with transportation and congestion relief.

### Jennifer Baker, CREDC

Ms. Baker stated the CREDC's broad support for the port's resolution regarding the Modified Locally Preferred Alternative for the I 5 Bridge Replacement Program. She indicated that transportation infrastructure is the fundamental basis for economic development and connects us to our food and supply chain and to employees and business partnerships.

## **ACTION ITEMS**

### Resolution 3-2022: Endorse the Modified Locally Preferred Alternative for the Interstate Bridge Replacement Program

Mike Bomar, Director of Economic Development presented the action item and discussed it with the commission.

CEO Marler stated that this is a collaboration of eight partner agencies. She indicated the port worked closely with its Southwest Washington partner agencies, City of Vancouver, C-Tran, and the Regional Transportation Council to focus on freight and workforce access. She stated the port's conditions of approval are to complement what others have done.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners adopt and sign Resolution 3-2022 endorsing Exhibit A: Modified Locally Preferred Alternative for the Interstate 5 Bridge Replacement Program, including Exhibit B: IBR Program Commitments and Exhibit C: Port of Vancouver Conditions of Approval.

## **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**

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 Orange and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of June 2022 Vouchers 109927 – 110393 in the amount of \$4,458,654.70 including Electronic Payments generated between 06/01/2022 – 06/30/2022 in the amount of \$1,034,408.05 and June 2022 Payroll Checks 51701288 – 51701289 and Payroll Direct Deposits 230001 – 230122 and 250001 – 250127 and 254001 in the amount of \$641,621.81.

## **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.

### **Project Updates**

Matt Harding, Environmental Project Manager provided an update on several port projects, including:

- Washington Department of Fish & Wildlife Tour
- Environmental Protection Agency Tour
- Grattix Grant

No questions were asked from the Board.

CEO Marler thanked the Commissioners for supporting the Modified Locally Preferred Alternative for the Interstate 5 Bridge Replacement Program. She also thanked all those that came to speak today in support of the resolution. In addition, she recognized meeting attendee, Frank Green who is with the Interstate Bridge Replacement Program.

## **COMMISSIONERS REPORTS**

Commissioner LaBrant did not provide a report.

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

- Senator Cleveland
- Saturday in the Park PRIDE

He also recommended that the port hold more administrative update/work sessions after the commission meetings and revisit what time these meetings are held.

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

- Municipal Research and Services Center Webinar on Transportation and Access
- Regional Transportation Council
- Labor Roundtable

## **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 July 26 would likely be cancelled due to a scheduling conflict unless there is a pressing business need. She also highlighted several other upcoming community events.

CEO Marler 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.

## **WORKSHOP**

No workshop was held during this meeting.

## **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, July 12, 2022, regular meeting was adjourned at 9:04 a.m. by



Commissioner Burkman. The commission signed documents immediately following the adjournment.

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services  
Manager, July 12, 2022, Regular  
Port of Vancouver USA Board of  
Commission Meeting

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Jack Burkman, President

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Don Orange, Vice President

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Eric LaBrant, Secretary

# Agenda Item No. E-1

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**REQUEST FOR COMMISSION ACTION**  
**REVIEWED BY:**

**PORT OF VANCOUVER USA**

Director of Business  
Development.

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Mike Schiller

Title

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**APPROVED BY:**

Chief Commercial  
Officer

08/09/2022

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Alex Strogon

Title

Date

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**SUBJECT:** Approve the Cosentino Right of Way Offer to Acquire a Temporary  
Easement on Puget Island

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**BACKGROUND:**

This agenda item supports the port's Strategic Plan goal to continue to play a key role in maintaining navigability of the Columbia River system, including berthing systems, anchorage, turning basins, and the shipping channel.

The Port of Vancouver is one of four Washington ports, along with the Ports of Kalama, Longview and Woodland (the "Washington Ports"), that cooperatively joined with the Port of Portland and the United States Army Corps of Engineers ("Corps") in the Project Cooperation Agreement ("PCA") executed June 23, 2004, for construction of navigation improvements and ecosystem restoration in the shipping channel of the Columbia River. As part of the cooperation, the Washington Ports are responsible for acquiring the necessary dredge material disposal sites in Washington identified by the Corps for the Columbia River Channel Improvement Project (the "Project").

On December 6, 2019, the Washington Ports purchased a 20-year easement on 86.91 acres from Philip and Ivy Lou Vik ("Vik Property") for an upland dredge disposal site on Puget Island for the Project. In 2020, the Corps determined the need to require a temporary easement from Robert and Valerie Cosentino ("Cosentino") to use the south portion of the Cosentino's property (the "Easement Area") for placement of dredged, excavated, and other materials ("Materials") to facilitate the development and construction of the Washington Ports' Riverside Parcels. The development of the Riverside Parcels will also include installation of pipelines through the dike for the delivery of dredge materials from the Columbia River to the Vik Property.

The Washington Ports followed the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 to acquire the temporary easement over the Cosentino Easement Area. Due to incomplete real estate transactions over the years, title discrepancies have occurred within the title histories of properties located along Sunny Sands Road. As a result, the Corps is requiring the Washington Ports to sign a Certificate of Self-Insurance in lieu of title insurance ("Certificate"). This Certificate says that if any unknown third parties prove they have valid property interests in the Easement Area, the ports will work together to obtain any other property rights needed according to the process agreed to in the PCA.

The Washington Ports will be acquiring a five-year temporary easement over Cosentino's Easement Area for the Corps to place Materials generated by development of the Riverside Parcels. The Cosentino property is located adjacent to the Riverside Parcels owned by the Washington Ports. As the Riverside Parcels are developed, Materials from the Riverside Parcels will be placed on the Cosentino Easement Area. Due to the dual benefits of this temporary easement, the Cosentinos have offered to donate the Easement Area on their property as a temporary easement to deposit the Materials. If the Cosentinos accept the Washington Ports' Right of Way Offer, there will be no just compensation cost to the Washington Ports. The only costs to the Washington Ports will be to pay the recording and closing costs for the temporary easement.

The Port of Vancouver's portion of the acquisition costs of the Cosentino temporary easement was included in the 2022 approved budget.

**Additional Information Attached?** No

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**RECOMMENDATION:** That the Board of Commissioners approve the Right of Way Offer to the Cosentinos and authorize the CEO to execute all documents necessary to acquire the temporary easement between the Washington Ports and the Cosentinos.

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**Submitted by:** *Juliana Marler*, CEO

**Date Action Taken** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:** Yes \_\_\_ No \_\_\_

# Agenda Item No. E-2

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**REQUEST FOR COMMISSION ACTION**

**PORT OF VANCOUVER USA**

**REVIEWED BY:**

Director of Engineering  
& Project Delivery

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Monty Edberg

Title

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**APPROVED BY:**

Chief Operations Officer

08/09/2022

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Kent Cash

Title

Date

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**SUBJECT:**

Approve Contract Amendment with KPFF Inc. for Engineering Design & Permitting Services for the Demolition and Replacement of Terminal 1 Dock Structures

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**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 work occurring on the port properties at the Vancouver waterfront represents a multi-year re-development program comprised of a series of projects planned to best deliver the buildout of Terminal 1. This included the seismic upgrade of the western dock structure that made possible the new Vancouver Landing which replaced the under-utilized concrete amphitheater from the 1990's. This project was soon followed by the recent completion of the adjacent Renaissance Trail.

The demolition of the former hotel and restaurant on the eastern dock has cleared the way for subsequent phases of planned improvements for Terminal 1. The next task will be the removal of the remaining section of the 1920's era wooden dock structure. This includes replacement of over 900 treated wood piles with significantly less steel pile in the Columbia River, an ecological benefit in itself.

Dock replacement will begin with seismic upgrades to the ground surface, followed by construction of a new dock structure using steel piling that maintains the same surface area footprint as the current wooden dock structure.

The port is continuing to advance the design and permitting for these next phases of the Terminal 1 dock replacement program. In October 2017, the port issued a Request for Qualifications (RFQ), wherein the engineering firm KPFF Inc. of Portland, Oregon, was determined to be the most qualified consultant. KPFF Inc. was awarded the contract for Engineering Design & Permitting Services for Terminal 1 Dock Structures, a multi-phase project.

The original Terminal 1 Dock Structures contract amount was \$1,064,181.00. This amendment in the amount of \$1,446,111.00 provides for the continued advancement of these final phases of the program and brings the contract total to \$2,510,292.00. The completion of the dock replacement project is expected to be in 2026. Funds will be applied to this contract each year of the project using the annual budget approval process prior to the execution of services.

**Additional Information Attached?** No

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**RECOMMENDATION:** That the Board of Commissioners authorize the CEO to execute a contract amendment of \$1,446,111.00 with KPFF Inc., to perform engineering design, and permitting services for the demolition and replacement of Terminal 1 dock structures for total contract amount not-to-exceed \$2,510,292.00.

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**Submitted by:** *Juliana Marler*, CEO

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**Date Action Taken** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:** Yes \_\_\_ No \_\_\_

# Agenda Item No. E-3

**REQUEST FOR COMMISSION ACTION**  
**REVIEWED BY:**

**PORT OF VANCOUVER USA**

Executive Services Manager  
Title

Michelle Allan

**APPROVED BY**

Chief Executive Officer      08/09/2022  
Title      Date

Julianna Marler

**SUBJECT:**      Approve Resolution 4-2022: Establishing Time and Place for Regular Meetings of the Port Commission

**BACKGROUND:**

Resolution 7-2018 establishes the time and place for the Port of Vancouver Board of Commissioners regular meetings to be held on the second and fourth Tuesdays of every month beginning at 8:30 a.m. at the administrative offices of the Port of Vancouver, 3103 NW Lower River Road, Vancouver, Washington.

Resolution 7-2018 was adopted as a trial run after receiving community feedback to determine if the time change from 9:30 a.m. to 8:30 a.m. would help increase community and stakeholder engagement. After observation and evaluation, it was determined that the level of community and stakeholder engagement did not increase and resulted in unintended traffic and travel delays for regular attendees.

On April 12, 2022, the Commission meetings agenda added an option for community members to provide virtual oral testimony during the Open Forum portion of the meeting with a goal to encourage public participation when schedules prohibited attendance in person.

After further consideration, it is more desirable to hold the regularly scheduled meetings at 9:30 a.m. on the second and fourth Tuesday of every month beginning Tuesday, August 23, 2022. This maintains community and stakeholder engagement, provides for additional time to avoid travel and traffic delays, and allows for expeditiously handling the business affairs of the port district.

**Additional Information Attached?**    Yes

**RECOMMENDATION:** That the Board of Commissioners approve and adopt Resolution 4-2022: rescinding Resolution 7-2018 and authorizing time and place for regular meetings of the port commission.

**Submitted by:** *Julianna Marler*, CEO

**Date Action Taken** \_\_\_\_\_

**Motion By:** \_\_\_\_\_

**Approved:** \_\_\_\_\_

**Seconded By:** \_\_\_\_\_

**Deferred To:** \_\_\_\_\_

**Unanimous:**    Yes \_\_\_    No \_\_\_

## RESOLUTION 4-2022

### A RESOLUTION OF THE PORT OF VANCOUVER USA BOARD OF COMISSIONERS RESCINDING RESOLUTION 7-2018 AND AUTHORIZING TIME AND PLACE FOR THE REGULAR MEETINGS OF THE PORT COMMISSION

**WHEREAS**, Resolution 7-2018 establishes the time and place for the regular meetings of the Port Commission at 8:30 a.m. on the second and fourth Tuesday of every month at the office of the Port of Vancouver located at 3103 NW Lower River Road, Vancouver, Clark County, Washington; and

**WHEREAS**, Resolution 7-2018 was adopted as a trial run after receiving community feedback to determine if the time change from 9:30 a.m. to 8:30 a.m. would increase community and stakeholder engagement; and

**WHEREAS**, after observation and evaluation, it was determined that the level of community and stakeholder engagement did not increase and resulted in unintended traffic and travel delays for regular attendees.

**WHEREAS**, on April 12, 2022, the Commission meetings agenda added an option for community members to provide virtual oral testimony during the Open Forum portion of the meeting with a goal to encourage public participation when schedules prohibited attendance in person.

**WHEREAS**, it is more desirable to hold the regularly scheduled meetings at 9:30 a.m. on the second and fourth Tuesday of every month beginning Tuesday, August 23, 2022, which maintains community and stakeholder engagement, provides for additional time to avoid travel and traffic delays, and allows for expeditiously handling the business affairs of the port district.

**NOW, THEREFORE, BE IT RESOLVED** by the Port of Vancouver USA Board of Commissioners that Resolution 7-2018 is hereby rescinded; and

**BE IT FURTHER RESOLVED** that beginning August 23, 2022, the regularly scheduled meetings of the Port Commission of the Port of Vancouver shall be held at 9:30 a.m. on the second and fourth Tuesday of every month, at the office of the Port of Vancouver located 3103 NW Lower River Road, Vancouver, Clark County, Washington; and

**BE IT FURTHER RESOLVED** that the time and place of regularly scheduled meetings may be changed periodically to accommodate the business needs of the district, availability of Commissioners, or to more effectively communicate with the residents of the district; PROVIDED, however, that notice of the changed time and location of any such meeting shall be done in accordance with the laws of the State of Washington.

**ADOPTED** by the Board of Commissioners at a regular meeting of the Board of Commissioners held this 9th day of August 2022, and duly authenticated in open session by the signatures of the Port Commission voting in its favor.

PORT OF VANCOUVER  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
President

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Vice President

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Secretary



# Agenda Item No. H-1

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<b>REQUEST FOR COMMISSION ACTION</b>	<b>PORT OF VANCOUVER USA</b>
<b>REVIEWED BY:</b>	
Accounts Payable	
Title	
<b>APPROVED BY:</b>	
Director of Finance	
& Accounting	
Scott D. Goodrich	08/09/2022
Title	Date
<b>SUBJECT:       VENDOR CLAIMS APPROVAL</b>	

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**BACKGROUND:**  
July 2022 Vendor Claims:

Voucher Numbers	110394 – 110793	\$ 4,836,235.60
Electronic Payments	07/01/2022 – 07/31/2022	\$ 1,155,825.11
Payroll Voucher Numbers		\$ 636,013.67
Checks	51715895 – 51715896 51723975	
Direct Deposits	270001 – 270127 290001 – 290128	

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**RECOMMENDATION:** That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of July 2022 Vouchers 110394 – 110793 in the amount of \$4,836,235.60 including Electronic Payments generated between 07/01/2022 – 07/31/2022 in the amount of \$1,155,825.11 and July 2022 Payroll Checks 51715895 – 51715896 and 51723975 and Payroll Direct Deposits 270001 – 270127 and 290001 – 290128 in the amount of \$636,013.67.

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**Submitted by:** Juliana Marler, CEO

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<b>Date Action Taken</b> _____	<b>Motion By:</b> _____
<b>Approved:</b> _____	<b>Seconded By:</b> _____
<b>Deferred To:</b> _____	<b>Unanimous:</b> Yes ___   No ___