



Port of Vancouver USA

AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, December 14, 2021

- 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 November 23, 2021 Regular Meeting
 - 3) Approve Minutes of the December 6, 2021 Special Meeting/Executive Session
 - 4) Holiday Card
- D) **OPEN FORUM**
 - 1) To provide public comment during the virtual board meeting, you must register no later than 12:00 p.m. Monday, December 13, 2021 by emailing povcommissioners@portvanusa.com**
- E) **ACTION ITEMS**
 - 1) Approve Lease Agreement at Parcel 1A between the Port of Vancouver USA and Farwest Steel Corporation
 - 2) Approve Addendums 16 and 17 and Contract Extension to the Intergovernmental Agreement for Columbia River Channel Improvement Project Assistance
 - 3) Approve Contract with Ahern Rentals, Inc. for Motor Grader Purchase
 - 4) Approve Resolution 6-2021: Sell and Convey Port Property
 - 5) Approve 2022 CEO Compensation
- F) **UNFINISHED BUSINESS**
 - 1) Port Contracts Logs
- G) **NEW BUSINESS**
- H) **ACCOUNTS PAYABLE**

Voucher Numbers	107548 - 107936	\$12,010,537.24
Electronic Payments	11/01/2021 – 11/30/2021	\$ 9,405,345.18
Payroll Voucher Numbers		\$ 614,897.68
Checks	51603354	

Direct Deposits 450001 – 450124
470001 – 470124

- I) **CEO REPORT**
1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
2) Community Fund Update
3) Project Updates
- J) **COMMISSIONERS REPORTS**
- K) **WORKSHOP**
Tax Increment Financing
- 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: 899 1026 8742 and Passcode number: 651836 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, December 13, 2021. 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, December 14, 2021 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

12/14/2021

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the November 23, 2021 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 11/23/2021 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the November 23, 2021, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: *Juliana 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, November 23, 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, November 23, 2021, via teleconference number 1 (253) 215-8782, conference code: 884 0434 5197 and passcode number: 028320 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
Alicia Lowe	Port Legal Counsel
Michelle Allan	Port Executive Services Manager
Betsy Rogers	Port Administrative Supervisor
Tiffany Truckey	Port Administrative Assistant
Angela Blake	Port Facilities Program Coordinator
Casey O'Dell	Port Director of Facilities
Chris Jackson	Port Facilities and Fleet Manager
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Jack Flug	Port Senior Financial Analyst
Jennifer Brower	Port Procurement and Grants Specialist
Joel Fairchild	Port Project Manager
Julie Rawls	Port Community Relations Manager
Katie Odem	Port Marketing Communications Manager
Kathy Holtby	Port Real Estate Manager
Lori Kaylor	Port Commercial Sales Associate
Mark Newell	Port Project Delivery Manager
Mary Mattix	Port Environmental Program Manager

Matt Harding	Port Environmental Project Manager
Mike Schiller	Port Director of Business Development
Monty Edberg	Port Director of Engineering & Project Delivery
Phala Le	Port Human Resources Specialist
Randy McCaleb	Port Contracts Manager
Rick Cline	Port Contracts Manager
Richard Troudt	Port Security 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
Wayne Harner	Port Rail Manager
Ronald Morrison	Community Member
Alona Steinke	Community Member
Cathryn Chudy	Community Member
Sarah Wolf	Community Member
Cliff Myers	Visit Vancouver Washington
Lori Froehlich	Clark Public Utilities
Brian Carrico	WSP
Kelly Walsh	Schwabe, Williamson & Wyatt

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

APPROVAL OF MINUTES

Regular Meeting of November 9, 2021

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the November 9, 2021, regular meeting.

OPEN FORUM

CEO Marler stated that the agenda invited public comment on all matters on the agenda and several community members responded to provide comment. She reminded everyone interested in speaking during Open Forum at future meetings to register in advance no later than noon on Monday, the day prior to the scheduled Commission meeting. She then called on each community member based on the order in which the port received their request.

Ronald Morrison

Mr. Morrison discussed the Fort Vancouver Seafarers Center goody bag program. He indicated the program provides individual goody bags that include cookies, candies and personal items to

seafarers that call on the Port of Vancouver. He stated that the Seafarers Center could use help collecting items and any help would be appreciated.

Alona Steinke

Ms. Steinke stated the port's Climate Action Plan encourages visits by cleaner and more fuel-efficient vessels and she inquired whether the cruise industry falls under that category. She indicated she does applaud the port's work on the climate action plan and encourages partnership with the City of Vancouver and Clark Public Utilities to reach goals reducing greenhouse gas emissions to ensure a cleaner, healthier, and livable future.

Cathryn Chudy

Ms. Chudy stated she appreciates the time, focus, and hard work port staff put into the port's Climate Action Plan as well as the port's Strategic Plan. She indicated she also appreciates how staff ties their presentations back to the strategic plan. She encouraged the staff to do the same thing when presentations are made that tie back to the climate action plan.

PUBLIC HEARING: 2022 FINAL BUDGET – ACTION ITEMS E-1 AND E-2

CEO Marler stated now is the time for the public hearing on the proposed 2022 Final Budget for the Port of Vancouver and opened the public hearing. She indicated that Notice of the Public Hearing was published on October 29, 2021 and November 12, 2021, in *The Columbian* as required by statute. She added since Action Items E-1 and E-2 pertain to the budget, she would like to invite Director of Finance & Accounting Scott Goodrich to present both at this time.

Scott Goodrich, Director of Finance and Accounting presented the action items and provided an overview of Action Items E-1 and E-2.

CEO Marler advised the Board that the port did not receive any requests from the public to comment on the proposed 2022 Final Budget.

CEO Marler then closed the public hearing.

ACTION ITEMS

E-1 Approve Resolution 4-2021: Authorizing an Increase in Regular Tax Levy

Scott Goodrich, Director of Finance and Accounting presented the action item and discussed the resolution with the commission. On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approves and executes Resolution 4-2021, authorizing an increase in the regular tax levy.

E-2 Approve Resolution 5-2021: Adoption of 2022 Final Budget

Scott Goodrich, Director of Finance and Accounting presented the action item and discussed the resolution with the commission. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approves and executes Resolution 5-2021 adopting the 2022 Final Budget in the amount of \$72,667,104.

E-3 Approve Public Works Contract Bid 21-40: Berth 17 Dock Fender System Replacement

Thane Giles, Project Manager introduced the action item and discussed it with the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute Public Works Contract Bid 21-40: Berth 17 Dock Fender System Replacement with Northbank Civil & Marine, Inc. in the amount of \$1,220,623.92 including Washington State sales tax, and include the option for reimbursement of the project's contract bids (Public Works Contract Bids 21-33 and 21-40) under Reimbursement Resolution 1-2021.

UNFINISHED BUSINESS

No unfinished business was considered.

NEW BUSINESS

No new business was discussed.

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.

Visit Vancouver USA

Ryan Hart, Chief External Affairs Officer introduced Cliff Myers, President & CEO of Visit Vancouver Washington to provide a state of the industry report.

Mr. Myers thanked the commission for the opportunity to provide a report on the state of tourism and our local visitor economy. He also discussed destination marketing, impacts of Visit Vancouver Washington's work, effect of the pandemic on our local visitor economy and their brand update.

CEO Marler provided information and updates on the following meetings and projects:

- Interstate Bridge Replacement Program Executive Steering Group
- Climate Action Plan

COMMISSIONERS REPORTS

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

- Washington State Department of Ecology Presentation – Understanding Washington’s Climate Policies
- Frog Ferry

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

- CEO Marler
- Washington State Department of Ecology Presentation – Understanding Washington’s Climate Policies
- ODOT Workshop – The Future of Congestion Pricing in the Portland Metro Area
- Interstate Bridge Replacement Program Executive Steering Group
- Pacific Northwest Waterways Association (PNWA) Monthly Membership Meeting

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

- Port of Vancouver COVID Vaccination Clinic
- Labor Roundtable

CEO Marler provided information regarding the free COVID Vaccine Clinic to be held at the Port of Vancouver administrative office from 1:00 p.m. to 5:30 p.m. on Tuesday, November 30. She encouraged folks to come to the port and participate in the clinic.

WORKSHOP

No workshop was held during this meeting.

ADMINISTRATIVE WORK SESSION

No administrative work session was held during this meeting.

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.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, November 23, 2021, regular meeting was adjourned at 9:41 a.m. by CEO Julianna Marler.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, November 23, 2021, Regular
Port of Vancouver USA Board of
Commission Meeting

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	12/14/2021
Michelle Allan	Title	Date

APPROVED BY:

Title

SUBJECT: Minutes of the December 6, 2021 Special Meeting/Executive Session

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 12/06/21 Special Meeting/Executive Session

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the December 6, 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 6, 2021**

CALL TO ORDER

Executive Services Manager, Michelle Allan called a special meeting/executive session of the Port of Vancouver USA Board of Commissioners to order at 1:02 p.m., Monday, December 6, 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: 853 2683 4744 and Passcode number: 778785. 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 Executive Services Manager Allan at 1:02 p.m. for the purposes of discussing personnel matters pursuant to RCW 42.30.110(1)(g). She announced that the Port of Vancouver USA Board of Commissioners will take no final action during executive session and the executive session will conclude no later than 2:30 p.m.

All board members 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.

RECESS

A recess was held from 2:30 p.m. – 2:32 p.m. with an announcement by Executive Services Manager Allan in the virtual open meeting room that the Board of Commissioners will continue in executive session until no later than 2:35 p.m. for the purposes of discussing personnel matters pursuant to RCW 42.30.110(1)(g). She stated that the Port of Vancouver USA Board of Commissioners will take no final action and the executive session will conclude no later than 2:35 p.m. This announcement was recorded.

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 6, 2021, special meeting/executive session

was adjourned at 2:35 p.m. by Executive Services Manager Allan.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, December 6, 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. E-1

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA		
REVIEWED BY:		Director of Business Development	
Mike Schiller		Title	
APPROVED BY:		Chief Commercial Officer	12/14/2021
Alex Strogen		Title	Date
SUBJECT:	Approve Lease Agreement at Parcel 1A between the Port of Vancouver USA and Farwest Steel Corporation		

BACKGROUND:

This lease agreement supports the port's Strategic Plan goal to pursue opportunities that utilize the port's property and infrastructure to create jobs and support the economy. This agreement is a result of regular outreach to customers to support business growth.

Farwest Steel Corporation (Farwest) purchased property from the Port of Vancouver (port) in 2010 and built a 330,000sf manufacturing facility. This facility has one of the broadest ranges of steel products, sizes, and shapes, combined with in-house metal processing, cutting, forming and welding capabilities.

The purpose of this Lease Agreement is to provide Farwest with a lease of approximately 5 acres of land located within Parcel 1A adjacent to their port facility. If approved, this site will be used for the storage and distribution of steel product arriving via ship and rail with minor processing. This site will improve Farwest's material handling efficiency, reduce truck trips to storage locations outside the port and promote increased cargo movement through the port. The initial lease term will be for 3 years, effective December 14, 2021 through December 13, 2024. In the event that the port finds a long-term opportunity to lease the entire site for development, the Port may terminate the Lease with notice as agreed upon in the Lease.

Revenue to the port over the initial lease term will be approximately \$799,866 plus leasehold excise tax, insurance, stormwater recovery fees and common area maintenance fees. Farwest employs 225 people at their current facility and this site will allow for an additional 4-6 employees.

A portion of this lease revenue was projected in the port's 2022 approved budget.

Additional Information Attached? No

RECOMMENDATION: That 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.

Submitted by: Julianne Marlow, CEO

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

Approved: _____ **Seconded By:** _____

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

Agenda Item No. E-2

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Economic Development
Project Manager

Jim Hagar

Title

APPROVED BY:

CEO

12/14/2021

Julianna Marler

Title

Date

SUBJECT:

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

BACKGROUND:

This agreement supports the port's Strategic Plan goal to work with sister ports, advocacy groups, and associations to ensure continued operations and maintenance of the Columbia River channel.

In 2011, an Intergovernmental Agreement (IGA) was entered into under the authority of the Interlocal Cooperation Act, RCW 39.34. The parties to this agreement are the Washington Non-Federal Sponsors (WNFS) of the Channel Deepening project. In Washington, the sponsors are comprised of the Ports of Vancouver, Kalama, Longview, and Woodland. A primary accomplishment of the WNFS was improving the Columbia River by deepening the existing channel to 43 feet. Although the channel improvements have been completed, the WNFS remain obligated for maintenance and operation of the completed project.

In accordance with the IGA, the Port of Longview conducted a solicitation process to select a consultant to provide project management services for transition from the improvement phase of the project to the ongoing operation and maintenance of the project. In 2011, Dianne Perry Consultants was selected and served through May 2014. In June 2014, following another competitive solicitation, Anchor QEA entered into contract as the consultant to perform these services. The ports equally share in the costs, of which one-third are the respective responsibilities of the Port of Vancouver, Port of Kalama and Port of Longview. The Port of Woodland currently does not have a marine terminal and does not financially contribute at this time. The Port of Longview is responsible for managing and ensuring that all parties are represented in this contract.

Each year, the Washington non-federal sponsors (WNFS) evaluate the status of the project and develop a work plan for the upcoming service period. Addendum 16 in the amount of \$47,969.00 for the remaining 2021 services and Addendum 17 for 2022 services in the amount of \$107,086.00 is the Port of Vancouver's share of consultant services that is recommended for approval. If approved, it will bring the total contract amount for the Port of Vancouver to \$1,121,169.67. It is also requested that the term of the agreement be extended to December 31, 2022.

Additional Information Attached? Yes

RECOMMENDATION: That 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.

Submitted by: Julianna Marler, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___

**SIXTEENTH ADDENDUM TO THE
INTERGOVERNMENTAL AGREEMENT AMONG
PORT OF LONGVIEW, PORT OF VANCOUVER AND PORT OF KALAMA**

This addendum shall be attached to and made part of the Intergovernmental Agreement among the **Port of Longview, Port of Vancouver, and Port of Kalama** (“Parties”), dated March 22, 2011, and amended on January 18, 2012, December 20, 2012, January 7, 2014, January 7, 2015, February 9, 2016, April 12, 2017, June 29, 2017, January 19, 2018, February 23, 2018, January 1, 2019, September 30, 2020, and January 1, 2021.

WHEREAS, the Parties have previously entered into an Intergovernmental Agreement for the purpose of stipulating the terms and conditions in which the Parties would share in the costs related to a Consultant to provide project management services related to the Washington Sponsor Ports Columbia River Channel Improvement project (“Project”); and

WHEREAS, the Parties conducted a solicitation process and selected Anchor QEA, LLC (“Consultant). to perform project management services related to the Project; and

WHEREAS, the Port of Longview, as the contracting agent for the Project, and with concurrence from the other Parties, entered into an initial agreement and subsequent amendments with Anchor QEA, LLC for a contract amount of \$4,701,991, including the United States Army Corp of Engineer’s obligation of \$1,388,974.60; and

WHEREAS, the Parties agree that an additional amendment is necessary to increase the obligation of the Parties for work identified in the contract between the Port of Longview and Anchor QEA, LLC. 14-008-PSC, Task 014; and

WHEREAS, the parties wish to amend the Agreement.

NOW, THEREFORE, the parties agree that the Intergovernmental Agreement shall be amended as follows:

1. All parties agree to increase the obligation of each party one-third of \$143,907 by \$47,969 each.
2. The term of the Agreement is hereby extended to December 31, 2022.

Except as expressly provided in this Contract amendment, all other terms and conditions of the original Intergovernmental Agreement, and any subsequent amendments, addenda or modification thereto, remain in full force and effect.

The parties agree that except as may be prohibited by applicable law or regulation, this Contract and any amendment may be signed in counterparts, by facsimile, PDF, or other electronic mean, each of which will be deemed an original and all of which when taken together will constitute one agreement. Facsimile and electronic signatures will be binding for all purposes.

This Agreement will take effect the 1st day of January, 2022.

PORT OF LONGVIEW

By: _____

Title: Chief Executive Officer

Name: Dan Stahl

Date: _____

PORT OF VANCOUVER

By: _____

Title: Chief Executive Officer

Name: Julianna Marler

Date: _____

PORT OF KALAMA

By: _____

Title: Executive Director

Name: Mark Wilson

Date: _____

**SEVENTEENTH ADDENDUM TO THE
INTERGOVERNMENTAL AGREEMENT AMONG
PORT OF LONGVIEW, PORT OF VANCOUVER AND PORT OF KALAMA**

This addendum shall be attached to and made part of the Intergovernmental Agreement among the **Port of Longview, Port of Vancouver, and Port of Kalama** (“Parties”), dated March 22, 2011, and amended on January 18, 2012, December 20, 2012, January 7, 2014, January 7, 2015, February 9, 2016, April 12, 2017, June 29, 2017, January 19, 2018, February 23, 2018, January 1, 2019, September 30, 2020, and January 1, 2021.

WHEREAS, the Parties have previously entered the Agreement for the purpose of stipulating the terms and conditions in which the Parties would share in the costs related to a Consultant to provide project management services related to the Washington Sponsor Ports Columbia River Channel Improvement project (“Project”); and

WHEREAS, the Parties conducted a solicitation process and selected Anchor QEA, LLC (“Consultant”), to perform project management services related to the Project; and

WHEREAS, the Port of Longview, as the contracting agent for the Project, and with concurrence from the other Parties, entered into an initial agreement and subsequent amendments with Anchor QEA, LLC for a contract amount of \$4,701,991, including the United States Army Corp of Engineer’s obligation of \$1,388,975; and

WHEREAS, the Parties agree that an additional amendment is necessary to increase the obligation of the Parties for work identified for the Lower Columbia River – Channel Maintenance Plan joint National Environmental Policy Act (NEPA) and State Environmental Policy Act (SEPA) in the contract between the Port of Longview and Anchor QEA, LLC. 14-008-PSC, Task 015; and

WHEREAS, the Parties agree that the cost for Task Order 015 is also to be jointly shared between the Parties and US Army Corps of Engineers, Port District (“USACE”), through the Memorandum of Agreement Between the Department of the Army, US Army Corps of Engineers, Port District and the Port of Portland, the Port of Vancouver, the Port of Kalam, the Port of Longview, and the Port of Woodland for Operation and Maintenance of Dredged Disposal Facilities for the Columbia River Portion of the Columbia and Lower Willamette Rivers Federal Navigation Channel, Oregon and Washington, date June 14, 2017, and supporting document, the Memorandum of Understanding Between the US Army Corps of Engineers, Portland District, the Port of Portland, the Port of Vancouver, the Port of Kalama, the Port of Longview, for the Development of the Environmental Impact Statement for the Lower Columbia River Federal Navigation Channel Maintenance Plan dated June 14, 2017; and

WHEREAS, the Parties have developed, in coordination with the USACE, the scope of work that is implemented through Task 015, and are in agreement regarding its cost share allocations; and

NOW, THEREFORE, the parties agree that the Agreement shall be amended as follows:

1. All Parties agree that the scope of work for Task Order 015 is \$753,348; and
2. All Parties agree that the USACE's Share of the cost for Task Order 015 is \$432,089 and that the USACE must reimburse the Port of Longview for its share of the cost upon receipt of invoice; and
3. All Parties agree to increase the Parties' obligation for Task Order 015 by one-third of \$321,259 to \$107,086 each.

Except as expressly provided in this Addendum, all other terms and conditions of the original Agreement, and any amendments, addenda or modification thereto, remain in full force and effect.

The parties agree that except as may be prohibited by applicable law or regulation, this Contract and any amendment may be signed in counterparts, by facsimile, PDF, or other electronic mean, each of which will be deemed an original and all of which when taken together will constitute one agreement. Facsimile and electronic signatures will be binding for all purposes.

This Agreement will take effect the 1st day of January, 2022.

PORT OF LONGVIEW

By: _____

Title: Chief Executive Officer

Name: Dan Stahl

Date: _____

PORT OF VANCOUVER

By: _____

Title: Chief Executive Officer

Name: Julianna Marler

Date: _____

PORT OF KALAMA

By: _____

Title: Executive Director

Name: Mark Wilson

Date: _____

Agenda Item No. E-3

REQUEST FOR COMMISSION ACTION
REVIEWED BY:

PORT OF VANCOUVER USA

Director of Facilities

Casey O'Dell

Title

APPROVED BY:

Chief Operations Officer 12/14/2021

Kent Cash

Title

Date

SUBJECT: Approve Contract with Ahern Rentals, Inc. for Motor Grader Purchase

BACKGROUND:

The purchase of this motor grader supports the port's Strategic Plan goal to develop a rolling 20-year comprehensive, scheduled maintenance plan to maximize operational capacity, efficiency and life expectancy of port assets. In addition, it supports financial goals to minimize costly rental charges.

Historically, the port has budgeted and rented a motor grader for 3-5 months a year to blade unpaved surfaces. The recent surge in operations at T5 has increased the need for this equipment to be used year-round. This operational need is expected to continue into the future indefinitely. Therefore, purchase of this equipment in lieu of incurring monthly rental costs will result in long-term cost savings to the port.

At the time of replacement of fleet vehicles, port staff completes an internal evaluation per Washington State guidelines (WAC 194-29) to determine if alternative fueled options are available. In evaluating options for the purchase of a motor grader, it was found that electric powered motor graders are not currently available in the market and are not anticipated to be available for several years.

On November 18, 2021, the port issued Request for Proposals 21-43: Motor Grader Purchase. On December 2, the following responsive proposals were received:

Proposer	Location	Cost
Ahern Rentals, Inc.	Portland, OR	\$321,371.58
LKE Corporation	Washougal, WA	\$346,999.28

Staff recommends the purchase of this equipment at a total cost not to exceed \$321,371.58 including delivery, Washington State sales tax (WSST) and a 30-day functional warranty. This grader is a used piece of equipment and falls within the expected cost estimate of \$180,000 - \$400,000 for a used grader.

The funds for this purchase are included in the 2022 approved budget.

Additional Information Attached? No

RECOMMENDATION: That 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.

Submitted by: Julianne Marler, CEO

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 Finance & Accounting
Scott D. Goodrich	Title
APPROVED BY:	Chief Financial & Administrative Officer
Elizabeth Gotelli	Title
SUBJECT:	12/14/2021
Approve Resolution 6-2021: Sell and Convey Port Property	

BACKGROUND:

RCW 53.08.090 allows a port commission, by resolution, to authorize the managing official of a port district to sell and convey port district property of \$10,000 or less in value. Annually, the port Commission approves a resolution giving the port's CEO the authority to carry out this function. This resolution and action item provides that annual authority.

The resolution shall be in force for not more than one calendar year from the date of resolution and may be renewed from year to year.

Additional Information Attached? Yes

RECOMMENDATION: That 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.

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

RESOLUTION 6-2021

**A RESOLUTION OF THE PORT OF VANCOUVER
BOARD OF COMISSIONERS AUTHORIZING
THE CEO TO SELL AND CONVEY
PORT PROPERTY OF \$10,000 OR LESS IN VALUE**

WHEREAS, from time to time certain items of Port of Vancouver USA property are no longer suitable or necessary for district purposes; and

WHEREAS, such property may have remaining value; and

WHEREAS, RCW. 53.08.090 authorizes the port commission to delegate to the managing official of a port district the authority to sell and convey port district property of \$10,000 or less in value, which is not a part of the comprehensive scheme of improvements or modifications thereof.

NOW, THEREFORE, BE IT RESOLVED that the CEO is authorized to sell and convey port district property having a value of \$10,000 or less in value which is no longer suitable or necessary for district purposes, and which is not a part of the comprehensive scheme of improvements or modifications thereof.

Prior to any such sale or conveyance, the CEO shall itemize and list the property to be sold and make written certification to the commission that the listed property is no longer needed for district purposes.

This resolution shall be in force for not more than one calendar year from the date of resolution, unless rescinded by commission action.

ADOPTED by the Port of Vancouver, USA Board of Commissioners on the 14th day of December, 2021, and signed in authentication of its adoption.

**PORT OF VANCOUVER, U.S.A.
BOARD OF COMMISSIONERS**

President

Vice President

Secretary

Agenda Item No. E-5

REQUEST FOR COMMISSION ACTION PORT OF VANCOUVER USA

REVIEWED BY:

	Director of Human Resources	12/14/2021
Jonathan Eder	Title	Date

APPROVED BY:

Title

SUBJECT: Approve 2022 CEO Compensation

BACKGROUND:

Salary Compensation:

- Compensation of the Port Chief Executive Officer (CEO) is established for the calendar year 2022 by the Port Board of Commissioners.

Automobile Allowance:

- Port of Vancouver Resolution #4-96 states the CEO will be paid a monthly automobile allowance for the use of their personal automobile in connection with official duties. This allowance will be an amount agreed upon by the Port of Vancouver USA Board of Commissioners and the CEO and will cover all business automobile mileage within a 20-mile radius of the port office.

Additional Information Attached? No

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners establishes 2022 salary compensation for the CEO as _____ and establishes a monthly automobile allowance of \$ _____.

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:	
Scott D. Goodrich	Director of Finance & Accounting
Title	12/14/2021
Date	
SUBJECT: VENDOR CLAIMS APPROVAL	

BACKGROUND:

November 2021 Vendor Claims:

Voucher Numbers	107548 - 107936	\$12,010,537.24
Electronic Payments	11/01/2021 – 11/30/2021	\$ 9,405,345.18
Payroll Voucher Numbers		\$ 614,897.68
Checks	51603354	
Direct Deposits	450001 – 450124	
	470001 – 470124	

RECOMMENDATION: That 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.

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