AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, April 12, 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 remotely 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 (any topic). Advance registration will be required for individuals who want to provide testimony remotely (see details below).

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 March 22, 2022 Regular Meeting

D) OPEN FORUM
1) Public comment, on any topic including matters subject to Commission vote
   To provide public comment (remotely) during the board meeting, you must register no later than 12:00 p.m. Monday, April 11, 2022, by emailing povcommissioners@portvanusa.com**

E) ACTION ITEMS
None

F) UNFINISHED BUSINESS
1) Port Contracts Logs

G) NEW BUSINESS
H) ACCOUNTS PAYABLE
Voucher Numbers 108860 – 109219 $ 5,906,242.51
Electronic Payments 03/01/2022 – 03/31/2022 $ 623,013.24
Payroll Voucher Numbers $ 694,307.79
Checks 51658002
Direct Deposits 100001 – 100131
120001 – 120125

I) CEO REPORT
1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
2) C-Tran Presentation
3) Project Updates

J) COMMISSIONERS REPORTS

K) UPCOMING EVENTS

L) WORKSHOP
Procurement/Contracts

M) SIGN DOCUMENTS

N) ADMINISTRATIVE WORK SESSION
None

O) ADJOURNMENT

**Public comments are welcome during Open Forum. Individuals requesting to provide comment remotely must register in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. on Monday, April 11, 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, April 12, 2022, will become part of the official meeting record and will be provided to the Commission.

Further instructions for accessing the virtual meeting (for remote testimony) 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.
REQUEST FOR COMMISSION ACTION  PORT OF VANCOUVER USA

REVIEWED BY:  Executive Services Manager  04/12/2022
Michelle Allan  Title  Date

APPROVED BY:

SUBJECT:  Minutes of the March 22, 2022 Regular Meeting

BACKGROUND:
Please see attached minutes.

Additional Information Attached:  Minutes of 03/22/2022 Regular Meeting

RECOMMENDATION:  That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the March 22, 2022, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by:  , CEO

Date Action Taken  Motion By:
Approved:  Seconded By:
Deferred To:  Unanimous:  Yes  No
CALL TO ORDER

Commission President Burkman called a regular meeting of the Port of Vancouver Board of Commissioners to order at 8:30 a.m., Tuesday, March 22, 2022, via teleconference number 1 (253) 215-8782, conference code: 825 2587 1008 and passcode number: 178845 and by videoconference via Zoom pursuant to Washington State Governor’s Proclamation 20-28 in response to the COVID-19 event.

Commissioner Burkman confirmed that Commissioners Orange and LaBrant were on the line.

OPENING REMARKS

Commissioner Burkman 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 2-2020. He also stated that no executive session was held this morning and the meeting is being recorded.

Meeting attendees included:

- Jack Burkman  Port Commission President
- Don Orange  Port Commission Vice President
- Eric LaBrant  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
- Casey O’Dell  Port Director of Facilities
- Dawn Egbert  Port Procurement Services Manager
- Elizabeth Gotelli  Port Chief Financial and Administrative Officer
- Erik Milliron  Port Tenant Services Coordinator
- Jack Flug  Port Senior Financial Analyst
- Jennifer Brower  Port Procurement & Grant Specialist
- Joel Fairchild  Port Project Manager
- Julie Payne  Port Revenue Accountant
- Julie Rawls  Port Community Relations Manager
- Kathy Holtby  Port Real Estate Manager
- Kent Cash  Port Chief Operations Officer
- Lori Kaylor  Port Commercial Sales Associate
Additional members of the public participated in the virtual meeting but were not identified by name.

**APPROVAL OF MINUTES**

**Regular Meeting of March 8, 2022**

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the March 8, 2022, regular meeting.

**OPEN FORUM**

Commissioner Burkman stated that the agenda invited public comment on all matters on the agenda and reminded community members to keep their comments to three minutes. He said that two community members registered to speak. He then called on each community member based on the order in which the port received their request.
Alona Steinke

Ms. Steinke read aloud a letter that the Vancouver City Council sent to the State Building Codes Council (SBCC) supporting changes to building codes that would reduce greenhouse gas emissions. She also expressed disappointment that the port has missed opportunities to combat climate change by allowing gas in new buildings on port property.

Cathryn Chudy

Ms. Chudy stated at the last board meeting all three commissioners said they did not want gas in any new port buildings. She also stated that a requested workshop to discuss a policy on this matter has not been scheduled yet. She indicated the port’s Climate Action Plan made a commitment to lower greenhouse gas emissions and the need for a policy discussion on gas use that applies to forthcoming decisions is urgent.

Commissioner Burkman thanked Ms. Steinke and Ms. Chudy for their comments. He 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.

ACTION ITEMS

No action items were presented to the board.

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.

Lower Columbia Estuary Partnership (LECP): Experience Vancouver Lake Update

Director of Environmental Services Patty Boyden introduced Lower Columbia Estuary Partnership (LCEP) representatives Executive Director Elaine Placido and Community Program Director Chris Hathaway. She also shared a short video prepared by LCEP on their good work.
Ms. Placido talked about their efforts to educate and engage the community on ways to experience and explore Vancouver Lake. She thanked the port for its ongoing support.

CEO Marler and the commissioners thanked Ms. Placido for the work that the Lower Columbia Estuary Partnership does.

**Interstate Bridge Replacement Program Executive Steering Group**

CEO Marler provided a brief update on the efforts and focus of the Interstate Bridge Replacement Program Executive Steering Group. She indicated they are narrowing down options on transit, hearing from the community and equity advisory groups and getting feedback from the freight community with the goal to come up with a modified locally preferred alternative to submit for the permitting process. She encouraged folks that are interested in more information and the progress being made to visit the website at www.interstatebridge.org.

**COMMISSIONERS REPORTS**

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

- Pacific Northwest Waterways Association (PNWA) Mission to WA

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

- Pacific Northwest Waterways Association (PNWA) Mission to WA
- Funeral of Mr. Bob Schaefer, former Washington State Speaker of the House

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

- Pacific Northwest Waterways Association (PNWA) Mission to WA
- Interstate Bridge Replacement Program
  - Executive Steering Group
  - Listening Session of the Confederated Tribes of the Grand Ronde
- American Empress Ship Tour
- Washington State Freight Mobility Strategic Investment Board (FMSIB)
- State Auditor’s Conference
- Labor Roundtable Breakfast

Commissioner Burkman reminded everyone of the ways they can communicate with the Commission. He stated there is a great deal of information available on the port’s website and encouraged everyone to check it out.
CEO Marler also shared the website address for the Lower Columbia Estuary Partnership. She stated it is www.estuarypartnership.org.

**WORKSHOP**

**Port Redistricting**

Ryan Hart, Chief External Affairs Officer provided a presentation on port redistricting. He stated that the port goes through this process every 10 years and is responsible for redrawing its own commissioner districts. He discussed the criteria for the redistricting plan, shared a port district map and provided the population distribution for each district. He also shared the proposed redistricting plan timeline.

CEO Marler thanked Ryan for his presentation. She also let folks know that following today’s commission meeting there will be a public briefing beginning at 11:00 a.m., on the tax increment financing for the public improvements at Terminal 1.

**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, March 22, 2022, regular meeting was adjourned at 9:18 a.m. by Commissioner Burkman.
REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Accounts Payable

Title

APPROVED BY:

Director of Finance
& Accounting

04/12/2022

Scott D. Goodrich

Title

Date

SUBJECT:  VENDOR CLAIMS APPROVAL

BACKGROUND:
March 2022 Vendor Claims:

Voucher Numbers  108860 – 109219 $ 5,906,242.51
Electronic Payments 03/01/2022 – 03/31/2022 $ 623,013.24
Payroll Voucher Numbers

Checks  51658002 $ 694,307.79
Direct Deposits 100001 – 100131 120001 – 120125

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of March 2022 Vouchers 108860 – 109219 in the amount of $5,906,242.51 including Electronic Payments generated between 03/01/2022 – 03/31/2022 in the amount of $623,013.24 and March 2022 Payroll Check 51658002 and Payroll Direct Deposits 100001 – 100131 and 120001 – 120125 in the amount of $694,307.79.

Submitted by: , CEO

Date Action Taken Motion By:

Approved: Seconded By:

Deferred To: Unanimous: Yes No